



Middlewich Primary School



Minutes of the Pupil Welfare Curriculum & Partnerships Committee Thursday 3rd February 2022

Present: Sandie La Porta (SLT) Headteacher
 Vicky Williams (VW)
 Amy Harding (AH)
 Alison Sumner (AS)
 Jane Mayhead (JM) Chair
 Lucy Lee (LL)
 David Atkinson (DA)

Also in attendance: Louisa Moseley Clerk
 Gemma Reynolds (DHT) Observer
 Katie Davies (DHT) Observer

PART 1	Action
1. Apologies & Additional AOB Items	
Governors received and accepted the apologies of Mark Edwards and the assistant Headteacher Donna Webster.	
2. Conflict of Interest	
Governors were asked to declare any potential conflict of interest with the business to be discussed during the meeting. There were no expected conflicts with the business of this meeting. All governors present had completed their annual declarations of interest on Governor Hub.	
3. Minutes	
The part one minutes of the meeting held on 14 th October 2021 were approved as a correct record to be signed by the Chair and retained in school. ACTION: Chair to sign minutes of the meeting on the 14 th Oct 2021 when in school.	Chair
4. Matters arising	
Governors reviewed the action log and noted that all actions not addressed within this meeting agenda have been completed and closed as appropriate.	
5. COVID-19 impact	
<u>5.1 To review how the school is managing Covid-19</u> The risk assessment and outbreak management plan has been updated by Paul Taziker for this spring term with the removal of masks from Monday. The school have had outbreaks in classes and five teachers isolating due to positive cases of Covid-19. The school currently only have part time	

administrative support in the office and so Cheryl Bertoni has been recording and monitoring attendance. The pupils are beginning to mix more than previously, but the school still hold separate assemblies. The impact of the Omicron variant seems to be milder but only one member of staff has been able to return on the 6th day of isolating. Everyone else has returned after ten days. The school have struggled to find teaching supply cover and cannot find any agency with availability for this week. Managing the additional hygiene practicalities has been challenging as there are not enough cleaning staff.

5.2 To monitor well-being across the school community

Governors were informed that the school are concerned about the wellbeing of both pupils and staff. Pupil behaviour has been impacted by lockdown and subsequent isolations. Some children feel uncomfortable about being in school and are displaying some challenging behaviours. The pastoral team are supporting the social and emotional needs of identified children. The wellbeing of staff is a concern for the school currently. The Senior Leadership Team (SLT) are listening to what the staff have to say and are taking into account how people are feeling, but there is also a need to ensure the school is providing for the children. The pressure on teaching staff to help pupils catch-up lost academic learning and manage the social and emotional needs is considerable. The SLT are helping staff with planning and are supporting newer members of staff and supply cover. Priorities had to change due to Covid-19 and continuous professional development (CPD) has been affected. The SLT are supporting teachers with developing SEND plans and addressing CPD moving forward. The school have tried to use Supply cover for both teachers and Teaching Assistants (TA's) where possible to support the staff and pupils. The reduced office capacity has increased the workload for the SLT, and the HT is having to learn the financial systems to manage payroll and compliance.

Q: Who is supporting the HT?

A: *The SLT team, with two deputy headteachers and two assistant headteachers, support the HT as well as Cheryl Bertoni. It has been difficult preparing the policies and other papers in advance of the meeting with so many operational concerns at present.*

Q: To help support the SLT, could policies that are non-urgent be reviewed in the next academic year?

A: *The statutory policies will need reviewing within the year but can be deferred to the next meeting if necessary. Any non-statutory policies could be reviewed on a two-year basis or moved to the autumn term.*

ACTION: SLP to inform clerk of any policies listed on the draft agenda that will not be ready for review at the meeting. Clerk to keep a record on the policy cycle and carry forward any deferred policies.

SLP/Clerk

5.3 To review the school's provision for remote education

The school are now using Zoom for all remote learning. Pupils are sent a Zoom link for live lessons and join online. The school try to follow up any pupils not engaged with the remote learning. The provision is for pupils self-isolating, without symptoms.

<p><u>5.4 To monitor how the school is maintaining the curriculum and continuity of learning</u> Addressed under agenda item 6.</p> <p><u>5.5 To monitor pupil attendance.</u> Addressed under agenda item 10.4</p>	
<p>6. Curriculum Developments</p>	
<p>Governors received an update on the curriculum developments referred to within the SDIP as follows:</p> <p><u>English</u> The systematic synthetic phonics programme (SSP) 'Little Wandle' is embedded in Key Stage one. All staff have received the training. The number of children not on track to meet expected standards has decreased. Further work needs to be done to embed the programme in foundation stage as the children are struggling with blending. This is a key priority for Foundation Stage teachers. Reading across the school is following a similar pattern. Lots of pupils are receiving catch-up interventions and all children now read with a teacher ideally once a week or at least once every two weeks in small groups. The school have a cannon of books for the children to read before leaving Year 6. The school are focusing on producing a high standard of writing using quality texts as stimuli and feeding into the wider curriculum.</p> <p><u>Maths</u> Maths is now a priority. The school used 'Ready to Progress' materials to help identify the gaps in learning and will be addressing them this next half term. Additional maths sessions are being provided for Year 6 to ensure they are KS3 ready. A breakfast club will be offered to targeted Year 6 pupils and staff will communicate with parents to encourage engagement.</p> <p><u>Science</u> The school is making changes to the curriculum and planning currently. The subject leader has conducted a review. Gaps in learning have been identified and teachers have been given guidance regarding planning and assessment.</p> <p><u>Foundation subjects</u> Subject leaders have carried out monitoring of each subject, talking to pupils about their learning. The information gathered has been used to identify areas for development in each subject and reviewed in a staff meeting. All subject leaders have updated action plans and will continue to review the impact of the curriculum.</p> <p>There were no questions.</p>	
<p>7. Sports Funding update</p>	
<p>Governors were informed the school have accumulated 29K in sports funding and will be spending it on the following:</p> <ul style="list-style-type: none"> • Swimming lessons • Visits to outdoor pursuits centre • Outdoor gym equipment 	

- Coaching/ engagement of children in regular activity

The teaching staff are now delivering additional PE lessons alongside the sports coaches. The school has revised the curriculum to support the CPD of teachers.

Q: Is the additional PE session affecting PPA time for teachers?

A: No. It has been timetabled as an additional lesson without affecting PPA time. The teachers are enjoying the opportunity to teach PE themselves.

Governor comment: The pupils demonstrated lovely behaviour at the swimming baths.

Staff comment: The children are showing a much more positive attitude towards PE and they are enjoying the dance lessons led by the teachers.

Governor Comment: This is a huge step forward for the school in terms of behaviour and attitude towards PE lessons compared to the beginning of the year.

8. Pupil Premium and Catch-Up Funding update

A Pupil Premium (PP) action plan review had been shared on Governor Hub prior to the meeting alongside a Catch-Up autumn review.

Two teachers are currently providing classroom support whilst class teachers work with catch-up groups outside the main lesson. There had been sixty children on catch-up plans in the autumn term receiving targeted interventions particularly in phonics and reading. Most pupils made progress on the NFER, YARC or Phonics assessments in the autumn term. During a staff meeting, teachers reviewed Catch-up plans and the impact of interventions, revising which pupils should continue to receive catch-up and which have met expected standards.

Governor comment: The governors are really pleased to see the catch-up planning and teaching is having such a positive effect and impact on the children's learning. It is excellent to see the progress post lockdown. Thank you to the teachers.

Governors thanked KD for the excellent job of monitoring the PP spending and supporting staff with the planning, ensuring excellent provision for children in receipt of PP and catch-up.

9. Partnership Working

9.1 Community Links and Partnership Working

KD had a meeting with the partnership schools to discuss PP and how to complete the DFE paperwork for the website. Due to Middlewich Primary being further forward with the delivery of the SSP 'Little Wandle', the schools also discussed the implementation and management of the programme. The meeting was an opportunity to share good practise.

9.2 Working with pupils and parents/carers

The work with pupils and parents remains ongoing. There were no significant changes to report.

9.3 Parent/ Carer comments, concerns and compliments

There were no comments, concerns and compliments to report in part one. This was further addressed under Part two item 2.

10. Pupils' Personal Development, Welfare and Behaviour

10.1 PSHE/FBV/SMSC/HRE

The Relationships and Health Education (RHE) curriculum is being implemented and the policies and practises are in place. Assemblies cover PSHE and school values. Governors noted the school council have produced an equality pledge for the school website led by KD. Some Year 5 pupils wanted to celebrate uniqueness and introduced the concept of wearing an individual jumper the first Friday in February. The Year 6 pupils are continuing to support the school in their new roles.

10.2 Extra-curricular activities

Governors noted there are a few more extra- curricular activities on offer this term than last term, but still less than pre-Covid.

This will pick up more, however, as the year progresses, and the weather improves.

10.3 Behaviour

Governors received a detailed behaviour review for January 2022 on Governor Hub prior to the meeting.

Overall, the behaviour continues to be good. The focus is on returning to the routine and structure of school post lockdown and isolation. Individual children are presenting challenging behaviour and the staff have received de-escalation training. The school are focusing on how to communicate respectfully online, recognising the need to be kind to others when on remote platforms. The school view behaviour through the lens of safeguarding and wellbeing and know that consistency of procedures in place is key.

10.4 Attendance

The attendance sheet for January 2022 had been shared on Governor Hub prior to the meeting. Governors noted positive attendance data compared to the national DFE figures. The school are expecting a visit from the attendance inspectors to review how attendance is managed. Governors also noted the 100% attendance for children on an Education Health Care Plan (EHCP).

11. Review Progress of SDIP 2021/22

The updated School Improvement Plan had been shared on Governor Hub prior to the meeting for governors to receive.

Governors noted the following points:

- VW completed an in-depth review of SEND provision, checking plans and reviewing targets. The school have looked at strengths and areas to develop. Governors noted that even the pupils who struggle with reading have made progress. The teacher-led interventions funded by the catch-up premium have benefited pupils with SEND. Teachers now have a clearer understanding of the needs of individuals moving forward. Pupils have also benefited from the pastoral work, supporting communication and interaction.
- The EYFS new framework is being implemented. There are some concerns around the academic progress of pupils in the foundation stage, but personal, social and emotional development is good.
- The school held an antibullying week.

<ul style="list-style-type: none"> • The school are covering TA absences with supply staff to support teachers. • Teachers are receiving additional non-contact time where it is needed. • KD is supporting the newly qualified staff and the teachers are sharing information as part of their CPD. • VW has updated the safeguarding policy and the single central record as well as giving staff safeguarding scenarios, attending safeguarding meetings and ensuring training is up to date. AS visited the school as safeguarding link governor in January and reported a positive meeting. 	
12. Governor training and development	
<p>A copy of the skills audit analysis had been shared on Governor Hub prior to this meeting. Governors were asked to review the data and note the relevant training courses on offer from Cheshire East this term.</p> <p>ACTION: Clerk to ask all governors to review the skills audit analysis on Governor Hub and complete any relevant training this spring and summer term including Safeguarding/ Prevent training.</p>	Clerk
13. Policies	
<p>Governors reviewed and approved the following polices:</p> <ul style="list-style-type: none"> • Special educational needs and disability (LL) • Supporting pupils with medical conditions (LL) • Relationships and health education (LL) • Behaviour Policy (AS) • Whistle blowing policy (AS) <p>Governors agreed the assessment policy would be deferred until the autumn term 2022 for review by JM and the Children with Health Needs Policy will be deferred until the summer PWCP committee meeting to be reviewed by LL.</p> <p>ACTION: SLP to upload the Children with Health Needs Policy for approval by LL at the summer PWCP committee meeting. Clerk to add to agenda.</p> <p>ACTION: Clerk to add the review of the assessment policy to the autumn term PWCP committee meeting agenda for JM to review.</p>	SLP/Clerk/LL Clerk/JM
14. Spring term Governance Newsletter	
<p>The Clerk asked all governors to read the spring term Directors Report in full, circulated on Governor Hub at the start of term.</p> <p>The following points were highlighted by the Clerk:</p> <ul style="list-style-type: none"> • Natasha’s Law on food labelling and ensuring all ingredients are clearly listed. 	

<ul style="list-style-type: none"> • Consultation on Governing Board Self -Review Questions – Use NGA or Governor Hub Health Check questions. <p>The committee agreed it would be a useful exercise to complete as a governor workshop outside of an FGB meeting.</p> <p>ACTION: Clerk to confirm with governors an agreed date, time and location on Governor Hub for a governor workshop to complete a self-review of the board.</p> <ul style="list-style-type: none"> • Examinations in 2022 – check interschool moderation within the local area is taking place and teachers have completed LA training. • Ofsted inspections will continue even with a reduced number of inspectors. Schools can ask to defer if significantly impacted by Covid-19. • Early Years Training will be available for Link Governors in spring 2022. 	
15. Any Other Business	
There was no other business to report in part one.	
16. Next Meeting	
Governors confirmed the date of the next committee meeting as Thursday 12 th May 2022 at 4pm via Teams.	

The meeting moved to Part 2. AH and VW left the meeting at this point.