



Middlewich Primary School



Minutes of the Pupil Welfare Curriculum & Partnerships Committee Thursday 12th May 2022 via MS Teams at 4pm

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

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

PART 1	Action
1. Apologies & Additional AOB Items	
David Atkinson was not present. No apologies had been received.	
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. To confirm Committee Membership and Link Governor roles	
Governors confirmed the PWCP committee membership as follows: <ul style="list-style-type: none"> • Jane Mayhead – Chair • Sandie La Porta • Vicky Williams • Amy Harding • Alison Sumner • Lucy Lee • David Atkinson • Louise Jennings 	

<p>Governors discussed link governor roles and LJ agreed to focus on Quality of Education with JM and RB. See appendix A and B.</p> <p>ACTION: SLP to confirm the resignation date of Mark Edwards and send to the Clerk ASAP.</p> <p>ACTION: Clerk to add membership of pay committee and nominations for Vice Chair of PWCP committee to the summer FGB agenda.</p>	<p>SLP</p> <p>Clerk</p>
<p>4. Minutes</p>	
<p>The part one minutes of the meeting held on 3rd February 2022 were approved as a correct record to be signed by the Chair and retained in school.</p> <p>ACTION: Chair to sign minutes of the meeting on the 14th Oct 2021 and 3rd February 2022 when in school.</p>	<p>Chair</p>
<p>5. Matters arising</p>	
<p>Governors reviewed the action log and noted that all actions not addressed within this meeting agenda have been completed and closed as appropriate.</p>	
<p>6. COVID-19 impact</p>	
<p>Governors noted that the school are now returning to their normal pre-Covid routines. Lunch times will operate as usual after half term. The school continue to follow guidance from the DFE and the LA. If a child presents with any symptoms they remain at home for three days and staff self-isolate for five days before returning to school, if well enough.</p> <p>Q: Is there the same need for supply cover as last term?</p> <p>A: No. staff absence has reduced.</p> <p>Q: Are there enough cleaning hours for staff now?</p> <p>A: The cleaning hours have been increased on a permanent basis for cleaning staff.</p>	
<p>7. Curriculum Developments</p>	
<p>Governors received via Governor Hub a detailed written review of each subject this year (except science) and the curriculum developments referred to within the SDIP from lead teachers.</p> <p>RB, as Chair of Governors and the Quality of Education Link Governor, attended a curriculum morning in school on Tuesday 3rd May 2022 to review children’s work and talk to the teachers.</p> <p>Governors noted that the geography curriculum has been reviewed and certain aspects have been changed or updated. The school are currently reviewing the history curriculum and will continue to review all subject areas over the coming months.</p> <p>There were no questions.</p>	
<p>8. Sports Funding update</p>	
<p>Governors were informed the school had accumulated 29K in sports funding and are spending it on the following:</p> <ul style="list-style-type: none"> • Swimming lessons for years 2,3,4, and 5. • Outdoor gym equipment 	

<ul style="list-style-type: none"> Coaching/ engagement of children in regular activity – such as tennis coaching and Crew Alex providing football coaching sessions. <p>Governors noted that the coaches are also supporting the teachers with CPD in PE.</p>	
9. Partnership Working	
<p><u>9.1 Community Links and Partnership Working</u></p> <p>Governors noted a meeting with partnership schools will take place on Monday 16th May 2022. The previous meeting, held virtually, discussed Pupil Premium, Little Wandle and Catch-up provision. The Middlewich High school leads have been into school to speak to pupils in year 5 and 6. Ben Cox from the Dingle will be visiting Middlewich Primary again next week as part of the School Improvement Partner external visit.</p> <p><u>9.2 Working with pupils and parents/carers</u></p> <p>The school have held the following events for parents since the last PWCP committee meeting:</p> <ul style="list-style-type: none"> Reading evening for parents on the Little Wandle programme. Only twelve attended the 5pm meeting, so this will be held again at a more favourable time. SATS evening for parents Evenings on residential updates for parents. <p>Governors noted the following activities planned for the summer term:</p> <ul style="list-style-type: none"> Sports days Summer concerts The Cheshire Show Arley Hall Garden Festival 	
10. Pupils’ Personal Development, Welfare and Behaviour	
<p><u>10.1 PSHE/FBV/SMSC/HRE</u></p> <p>Governors noted that two members of staff are leading Personal Development as part of their Continuous Professional Development (CPD). The Middlewich Personal Development Awards scheme had been launched before the easter holidays. Year 4 pupils are currently receiving recorder lessons that contribute towards the award.</p> <p><u>10.2 Extra-curricular activities</u></p> <p>A list of extra curricula activities on offer at Middlewich Primary in the summer term had been shared on Governor Hub prior to the meeting. Clubs include signing, choir, gardening, crafts, rounders and cricket. The school plan to provide a two-year rolling programme of activities and offer more sports clubs for Key Stage 1.</p> <p>Governors thanked all the members of staff for providing extra curricula clubs.</p> <p><u>10.3 Behaviour</u></p> <p>Governors noted that behaviour around school is generally good. Children are being more orderly in corridors and in turn being rewarded for good</p>	

<p>behaviour in assemblies. The school would like to achieve 100% green for all classes by the end of a week. Governors and the SLT discussed the need to check all sanctions for red and amber are appropriate and effective without increasing workload for staff.</p> <p>ACTION: SLP to discuss and agree sanctions for red and amber behaviours on the traffic light system with Mr Williamson and feedback to governors.</p> <p>Governors commended VW for managing the challenging behaviours of individuals by developing strategies using the anger gremlin, demonstrating excellent practise.</p> <p>Governor comment: <i>The behaviour review is formatted clearly showing strengths and areas for development. It is important to carefully consider behaviour sanctions such as missing playtimes as this can lead to further behaviour problems and increased workload for staff.</i></p> <p>Q: If pupils do not get green over the course of a week continuously due to individuals, does this have an impact on friendships in class? A: <i>Extreme behaviours of individuals do not impact the traffic light system in class and are handled sensitively. The traffic lights are focused on rude, low-level behaviours. The school aim to embed the practise so it becomes the culture of the school in the long term as recommended by Tom Bennet. The system encourages classes to follow routines and show respect which needs to be consistent across the school.</i></p> <p><u>10.4 Attendance</u> The attendance figures had been discussed in the Spring FGB meeting. Govenrors agreed to review this further with CB, the attendance officer, at the summer FGB meeting. Governors noted the school have been receiving more requests for holiday leave and have not approved any.</p>	<p>SLP</p>
<p>11. Review Progress of SDIP 2021/22</p>	
<p>The updated School Improvement Plan had been shared on Governor Hub prior to the meeting for governors to receive. Governors noted all updates were highlighted in green. The HT informed governors of the following:</p> <ul style="list-style-type: none"> • The Little Wandle Programme is now embedded and teachers from other schools are observing sessions. • The assessment and marking policies will be reviewed in the new term. • All CPD materials are being shared across the school. The next step is to review the impact of CPD training programmes. • Safeguarding remains a high priority led by VW to a high standard. 	
<p>12. Policies</p>	
<p>Governors reviewed and approved the following policy:</p> <ul style="list-style-type: none"> • Children with Health Needs who cannot attend school (LL) 	

<p>Governors agreed the assessment policy would be deferred until the autumn term 2022 for review by JM.</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>	Clerk/JM
<p>13. Spring term Governance Newsletter</p>	
<p>The Clerk asked all governors to read the summer 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"> • An overview of the Green SEND paper proposed policies around national standards for SEND provision. • An overview of the White Paper and the proposed policies around excellent teachers, behaviour, support for children falling behind and sustainability. • Exam arrangements – a governor having oversight of ARA. • Upcoming revisions to behaviour, suspensions and exclusions guidance • National Tutoring programme continuing with a 60% subsidy rate • ECTS – ensuring they are registered appropriately. • New Agreed Syllabus for Religious Education. To be launched 7th July 2022. 	
<p>14. Any Other Business</p>	
<p>There was no other business to report in part one.</p>	
<p>15. Next Meeting</p>	
<p>Governors confirmed the dates of the committee meeting in the new academic year as:</p> <ul style="list-style-type: none"> • Thursday 13th October 2022 at 4pm via Teams. • Thursday 2nd February 2023 at 4pm via Teams • Thursday 11th May 2023 at 4pm via Teams 	

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

Appendix A

Safeguarding, Finance and staffing	Pupil Welfare, Curriculum and Partnerships	Pay committee	Headteacher Performance Management Panel
Sandie La Porta Robert Bunn Cheryl Bertoni David Atkinson Alison Sumner	Jane Mayhead Sandie La Porta Vicky Williams Amy Harding Alison Sumner Lucy Lee David Atkinson Louise Jennings	Vacancy Mark Edwards Sandie La Porta David Atkinson	Lucy Lee Robert Bunn Alison Sumner

Appendix B

Chair of Governors – Robert Bunn

Vice Chair of Governors – David Atkinson

Chair of the Pupil Welfare, Curriculum & Partnerships committee – Jane Mayhead

Chair of the Safeguarding, Finance & Staffing committee – David Atkinson

Vice Chair of the Pupil Welfare Curriculum & Partnerships committee – **Mark Edwards**

Vice Chair of the Safeguarding, Finance & Staffing committee – Robert Bunn

School Improvement Priority	To monitor and report on SIP actions	Link Governor
Quality of Education/ curriculum Further develop the school's curriculum to ensure the national curriculum is taught and pupils make good progress (know more and remember more)	1.i Improve the teaching of reading across the school 1.ii Improve the teaching of mathematics across the school 1.iii Improve the teaching of science across the school 1.iv Improve the teaching of the foundation subjects in the national curriculum across the school - Remote education - Recovery	J. Mayhead (English). Louise Jennings (wider curriculum) and R. Bunn (maths and science)
Leadership and Management Have appropriate regard for staff well-being and the workload of all staff Ensure all teachers have effective professional development so that the quality of teaching is high and continually improves	6.i Senior leaders provide support to all staff regarding their well-being and mental health. Consideration is given to teacher workloads and assistance is given as required so everyone can effectively fulfil their roles and responsibilities 7.i Senior leaders support all staff to develop professionally, build their subject knowledge and continuously improve the quality of their teaching	R. Bunn and M. Edwards (as pay committee chair)
Behaviour and Attitudes To support pupils' well-being, monitoring behaviour in and out of school	4.i Refine systems to ensure all behavioural issues are dealt with appropriately, consistently and with regard to safeguarding concerns. -wellbeing	A. Sumner

UNCLASSIFIED

Personal Development Relationship Education curriculum to be taught in line with school policy	5.i The relationships and health education curriculum are implemented across the school - Equality and disability	L. Lee
Safeguarding All staff to have a deep and secure understanding of the risks to children and how to keep them safe; and pupils to deepen their knowledge and understanding of how to keep themselves safe.	8.i Maintain Effective safeguarding practices across the school community	A. Sumner
SEND All vulnerable pupils, DAPs and those with SEND 'acquire the knowledge and cultural capital they need to succeed in life'.	2.ii Ensure the school meets the needs of pupils with SEND	L. Lee
Early Years Further develop the school's curriculum to ensure the EYFS framework is taught, and pupils make good progress (know more and remember more)	1.v Implement the new EYFS framework	A. Sumner
Pupil Premium and Catch-up All vulnerable pupils, DAPs and those with SEND 'acquire the knowledge and cultural capital they need to succeed in life'.	2.i Ensure the school meets the needs of pupils in receipt of PP grant	J. Mayhead
Finance overseeing the financial performance of the organisation and making sure its money is well spent.	Review the SFVS and MOFIP annually and liaise with the SBM before recommending approval to the FGB.	D. Atkinson
Health and Safety Continue to implement all government and LA guidance in relation to COVID to minimise the risks to children, staff and parents	9.i Maintain effective health & safety practices in regard to COVID	R. Bunn
Governor Training/ development ensuring clarity of vision, ethos and strategic direction;	Review annual skills audits; identify gaps in skills and knowledge; recommend training modules and collate training records noting statutory training.	C. Bertoni