



Black Firs Primary School

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CURRICULUM & PERSONNEL COMMITTEE MEETING

At 4.30pm on Thursday, 10th November 2016

Present: David Whitewright, Martin Casserley, Daphne Wright, Toby Hassall, Dave Wood, Damien Calnon, Rachel Cam, Paul Horrocks (*from 5.15pm*), Alex Thompson (Clerk)

Item	Notes	Actions
1.	Curriculum/Governor Feedback Governor link roles to be discussed and agreed for this year at LGB meeting on 17.11.16.	
2.	Welcome & Apologies David welcomed everyone to the meeting. There were no apologies.	
3.	Pecuniary Interest None declared.	
4.	Minutes of Previous Meeting & Matters Arising Minutes of previous meeting agreed and accepted as an accurate record. Matters Arising: School Council Update: As part of the recent Cmat Finance Director interviews, a Y6 pupil (TH) represented BFS as part of the student panel posing questions to candidates. Governors agreed that it would be beneficial for the School Council to provide an activity update at the next committee meeting. MC to liaise with PW as the school council co-ordinator.	MC: Liaise with PW re Sch Council attending next mtg
5.	Policies MC circulated copies of a draft Assessment Policy and discussed the content with governors. MC mentioned that Ofsted had received a call from a BFS parent unhappy that during a presentation to parents that they were informed that staff are taking photographs of children in school using their mobile phone and this is being used as evidence on the Earwig assessment system. Ofsted had requested a copy of the assessment policy. He explained that Earwig is currently being used in school and will be rolled out to parents by January. Governors suggested a few amendments to the policy where references had been made ie. 'Hattie'. MC agreed to include an explanation for any reference points. Governor challenge: What was the reaction from parents at the presentation? MC confirmed that the presentation was well received by parents and should any parent not wish for their child to be photographed then only pictures of their work would be taken and uploaded on to Earwig. TH explained that only the parents of the child would be able to access their child's	MC: Amend policy



	<p>work, although there may be times when several children are on a photograph, for example if they are working in groups or pairs. MC commented that one of the system's main benefits is an opportunity for staff to capture and share things that the parents don't have the privilege of seeing when their child is in school. It also avoids work repetition for staff as well as enabling parents to see on a daily/weekly basis what work their child is doing. This is also beneficial for those parents who want to offer additional support at home. Governors were fully supportive of the assessment system but asked for to be tested on before being rolled out to parents.</p>	<p>MC: Ask staff to test Earwig prior to roll-out in January</p>
<p>6.</p>	<p>Assessment Update</p> <p>Governors viewed the whole school summary data and it was explained to them that SATS results are now only graded as 'expected' or 'not expected' and therefore data is limited than previous years. The data evidenced that both reading and writing results are excellent, however maths requires more focus. Governors questioned this and MC explained that the dip in maths is due to a change in the curriculum and increased progress requirements which has impacted on the maths results. The Y2 data has also been impacted, although this is due to several additional reasons including a child having SEN, previous home schooling and a child joining mid KS1.</p> <p>EYFS data was then shared which evidenced a high percentage of children making good levels of progress. MC explained that the results are always cohort dependent however he would expect school results to match that of Cheshire East or the Congleton Partnership. MC shared local and national percentages of progress:</p> <ul style="list-style-type: none"> • BFS 76% • Congleton 71% • Cheshire East 71% • National 69% <p>Baseline data was shared for the current Reception children and MC commented that this will continue to be tracked throughout the year. He also explained that it is a young cohort with 35% of children having summer birthday and therefore this may impact on the end of year data. Areas of strength and development have been identified along with support and interventions in already in place for any child not currently achieving.</p> <p>RAISEonline inspection dashboard was shared with governors. The document detailed the strengths of the school and one development area; disadvantaged children needing to be the school focus although this is based on last year's Y6 cohort. MC explained that the year group had double FSM pupil compared with the rest of the school and 3 of the pupils only started at BFS in Y6. The cohort also had 12% of children with SEN compared with an average of 7% in other year groups.</p> <p>No issues with KS1 data. Phonics has improved from 79% to 86%. The data evidenced 2 children not achieving expected however staff expected this outcome due to their circumstances, all of which can be evidenced. The KS1 maths data is slightly below average but staff already started to address this in September. The focus with Y1 maths has changed and staff are teaching a similar model to Shanghai/Singapore maths. This enables basic maths and key skills to be embedded, the next stage of which is using and applying.</p> <p>Governor challenge: Has the change in focus been communicated to parents? MC confirmed</p>	<p>All: For information</p> <p>TH: Liaise with Y1 & Y2 teachers re advice &</p>

	that parents have been informed however he will ensure that the information is reiterated, along with a blog that includes advice and suggestions for parent to enable them to support their child. TH agreed to feed this back to all Y1 & Y2 teachers.	suggestions for parents
7.	<p>Training Update</p> <p>Safeguarding training took place in June</p> <p>MC circulated a 'Keeping Children Safe' document. PH, DW, DWo & RC confirmed that they have read the document and emailed MC to confirm this to enable the governor training schedule to be updated.</p> <p>Governors questioned who is the current safeguarding lead. MC responded that he is currently responsible for this however he is training Pete Woods (PW) to take on this role as Ofsted recommend two safeguarding leads; the Head and a designated member of staff. PW has registered for the Level 2 course later this month but CE will only confirm that the course is going ahead once there is a balance of multi-agency delegates attending (as this is a course requirement). If the course does not go ahead the next training date is January.</p>	All: For information
8.	<p>Student Update</p> <p>TH reported:</p> <ul style="list-style-type: none"> • One School Direct student on placement in Y3 until February half-term, when a second student will start at BFS on placement from February-June. • One student currently in Y1 and one in Y6 • Two apprentices currently in school 	All: For information
9.	<p>Staff & Pupil Absence</p> <p><u>Staff Absence</u></p> <p>MC shared an overview of staff absence the last academic year, which showed a total of 33 sickness days and 9 days' compassionate leave. Governors asked MC if he had any concerns regarding this data. MC responded that he has no concerns. He explained that 2 members of staff had commenced employment but had left after a very short period of time. Subsequently the MAT has now changed their Code of Employment. If a member of staff leaves within the first 3 months, then a proportion of the recruitment costs will be recovered from the employee, such as the cost of the DBS check.</p> <p>Governors asked about staff absence since September. MC responded that there have been no issues so far. One member of staff is currently off on maternity leave and is due back at Easter.</p>	All: For information
10.	<p>Educational Visits</p> <p>MC updated governors:</p> <ul style="list-style-type: none"> • Conway Residential had recently took place; the feedback from which was excellent • Planned visit to the theatre to see a pantomime 	
11.	<p>Any Other Business</p> <p>None.</p>	
	<p>Date of next meeting: 9th February 2017 at 4.30pm. RC & PH gave their apologies in advance for this meeting.</p>	All: Please note