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<b>Minutes of a Meeting of the Teaching &amp; Learning Committee, Part 1</b>	
<b>Date</b>	Tuesday 21 <sup>st</sup> May 2019
<b>Time</b>	18:45
<b>Venue</b>	Rainow Primary School

## 1. Standing Items

### a. Attendance

#### **Present:**

Staff/Governors: Jonathan Norris (JN), Nicola Daley (ND), Suzanne Tobin (ST), Mr M Gratton (MG), Mrs T Copeland (TC)

Governors: Paul Riordan (PR / Chair), Richard Stockwell (RS), Dean Grice (DG), Anna Arnold (AA), Peter Grogan (PG), Helen Pugh (HP)

#### **Apologies:**

##### Staff:

Governors: Richard Buckley (RB), Florence Pope (FP)

### b. Appointment of Clerk

- DG was appointed as clerk.

### c. Pecuniary Interests

- JN declared an interest - a friend is the contractor (Virtu Design) who undertook work on the school toilets.
- ND declared an interest - husband is John Daley, Head Teacher at St Gregory's Primary School.
- AA declared an interest - is a teacher at St Gregory's Primary School.

### d. Minutes of the Previous Meetings

- Minutes of the February TLC held on the 5<sup>th</sup> February 2019 were reviewed and agreed as an accurate record of the meeting.
- Noted that Link Governor details need updating - English and History - Helen Pugh to be listed as Link Governor.

### e. Matters arising from the previous minutes

- Please refer to Action Log.

## 2. Wider Curriculum Update

- TC and MG presented on the Wider Curriculum (Quality of Teaching, Learning and Assessment) section summary from the SSDP.
- Humanities:
  - o Long term planning was last reviewed 2014 with the introduction of the revised National Curriculum.
  - o Foundation subject planning in place.
  - o Curriculum remapping undertaken July 2018.



- End of topic assessment tasks being explored as part of whole school curriculum map. Examples of topic books and end of topic assessment tasks were shared with governors.
- PSHE:
  - Reviewed curriculum being kept for current time.
  - Pupil workshops undertaken as part of ‘resilient classroom’ initiative.
  - Staff mapping current PSHE objectives into new whole school curriculum plan.
  - ‘Core Values’ assembly plan produced.
  - Budget confirmed as available to develop further a PSHE initiative.
- **Action (1901) - JN to share copy of presentation.**
- MG and TC left the meeting following the end of agenda item 2.

**3. School Strategic Development Plan (SSDP)**

- JN presented an update on the SSDP. Items of note:
- Page 17 - Maths update.
- Page 20 - QTLA - covered under agenda item 2.
- Pages 22/23 - Personal Development, Behaviour and Welfare.
- Pages 25/26 - The Effectiveness of the Early Years Foundation Stage.
- Pages 28-31 - The Effectiveness of Leadership and Management - Finance committee (or sub-committee) to meet to explore financial models /ideas leading up to and beyond April 2021.

**4. Link Governor Reports**

- Link Governor Reports to be progressed following the sharing of templates and examples of previous reports.

**5. Educational Visits**

- Year 2 visit to Catalyst Museum reviewed and approved.

**6. Policies for Review**

- Attendance Policy - RB not present. Review postponed until next meeting.

**7. End of Year Survey**

- Format of survey to remain as last year.
- AA to work with JN to test this year’s survey prior to release to parents.

**8. Any Other Business**

- No other business was raised.

<i>Meeting closed at</i>	20:10
<b>Next Meeting:</b>	
<i>Date</i>	Chair to confirm
<i>Time</i>	TBC
<i>Venue</i>	Rainow Primary School
<i>Clerk</i>	TBC





Log No	Date Raised	Action Description	Action Update	Owner
1802	18/10/18	It was noted that RS has completed the GDPR training. Action agreed for this to be added to the training log.	21/05/19 - JN arranging	RS
1807	18/10/18	RB to send out Subject Review proforma template along with examples of previous years Action Plan Reviews and Reports	21/05/19 - JN to arrange	RB
1812	18/10/18	SSDP - Link Governors information to be updated to reflect 2018 changes.	Complete	JN
1814	18/10/18	EW to undertake the annual review of policies / cross check of policy cycle.	21/05/19 - DG to over from EW. DG to review Governor Hub.	EW DG
1815	18/10/18	Link Governor Reports - Special Needs / People Premium - Report to be submitted.	Complete	AA
1817	05/02/19	SSDP - Page 20 - 3. Personal Development, Behaviour and Welfare - curriculum to be made more explicit by PSHE Lead.	Complete	Mr Gratton
1818	05/02/19	SSDP - Page 25 - 5. The Effectiveness of Leadership and Management - more robust monitoring process to be in place by July 2019.		JN
1901	21/05/19	JN to share copy of Wider Curriculum Update presentation with Governors		JN