



Minutes of a Meeting of the Teaching & Learning Committee, Part 1	
Date	Tuesday 5 th February 2019
Time	18:45
Venue	Rainow Primary School

1. Standing Items

a. Attendance

Present:

Staff/Governors: Jonathan Norris (JN), Nicola Daley (ND), Ruth Parker (RP), Helen Eddie (HE), Suzanne Tobin (ST)

Governors: Paul Riordan (PR / Chair), Emily Williams (EW), Richard Stockwell (RS), Dean Grice (DG), Anna Arnold (AA), Peter Grogan (PG)

Apologies:

Staff:

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

b. Appointment of Clerk

- DG was appointed as clerk.

c. Pecuniary Interests

- RP declared an interest - a Director of Moorland Adventure
- 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. Terms of Reference

- See action log (Action 1806)

e. Minutes of the Previous Meetings

- Minutes of the Autumn TLC held on the 23rd October 2019 reviewed and agreed as an accurate record of the meeting, with the following notes:
 - o Correction on page 5, first bullet point - 'Patient' should read 'Parent'.

f. Matters arising from the previous minutes

- Please refer to Action Log.

2. Maths Update

- RP and HE presented the Maths section summary from the SSDP.
 - A 'Rainow Essential Maths - Key Skills, Core Facts' document has been produced and is to be rolled out prior to Easter.
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3. OFSTED Update

- RP and HE left prior to this item.
- JN presented on the new OFSTED Framework which is out for draft consultation between Jan-Apr 2019 for the new Inspection Framework due for implementation Sep 2019.
- It was noted that the SSDP will need to be realigned to the new framework from September 2019.

4. Inspection Data Summary Report (IDSR)

- JN presented the Rainow Primary School provisional IDSR dated December 2018.
- The IDSR is a data report, replacing the old inspection dashboard. It shows historical data for Ofsted inspectors to use when preparing for inspections and forming key lines of enquiry before an inspection.
- Further information can be found here:
<https://www.gov.uk/government/publications/using-ofsteds-inspection-dashboard-early-years-foundation-stage-profile-to-key-stage-4>

5. School Strategic Development Plan (SSDP)

- JN presented the SSDP Spring update 2018-19
- Page 16 - 1. Outcomes for Pupils Review - covered in presentation listed as item 2 of this agenda.
- Page 20 - 3. Personal Development, Behaviour and Welfare - curriculum to be made more explicit (Action 1817).
- Page 23 - 4. The Effectiveness of the Early Years Foundation Stage - Further training opportunities being assessed.
- Page 25 - 5. The Effectiveness of Leadership and Management - more robust monitoring process to be in place by July 2019 (Action 1818).
- Page 26 - 5. Background Development Priorities 2018/2019 - most items on track or ongoing. PE - progress development to be closely monitored by Governors.

6. Link Governor Reports

- Agreement that Link Governor should not undertake Lead Teacher Visit if the teacher is currently teacher of the Governor's child at the school.
 - Agreement that a more fluid ongoing arrangement to be implemented to ensure Governors can truly act as critical friend.
 - RB to distribute the proforma (Action 1807).
 - It was agreed that visits will be undertaken within the first four weeks after Spring Half Term, with reports to be written up by Easter.
 - RB to share last year's reports for reference (Action 1819).
 - Link Governors assignment reviewed and agreed as below:
 - o English - FP
 - o Early Years - RS
 - o Art - PR
 - o DT - PR
 - o PSHE - RB
 - o PE - PG
 - o Humanities - PR
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- Science - DG
- Computing - RS
- Maths - PG
- Music - ST
- MFL - FP
- SEND - AA
- Safeguarding - AA
- Pupil Premium - AA
- Health and Safety - RB
- Out of School Clubs - JR

7. Educational Visits: to consider educational objectives for residential visits

- Y3/4 Anglesey (Tue 7th May - Wed 8th May 2019) - approved.
- Y5/6 Lakeside (Mon 10th June - Thu 13th June 2019) - approved.

8. Policies for Review

- Homework Policy - approved. Teachers to continue to highlight homework needs as part of the start of year letter sent out to parents.
- Attendance Policy - RB not present. Review postponed until next meeting.

9. Any Other Business

- EW was thanked for her time and contributions as a Governor, with EW now stepping down from the Governor role.

<i>Meeting closed at</i>	20:45
<i>Next Meeting:</i>	
<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
1801	18/10/18	Anonymous parental questionnaire data to be shared for review.	Completed	EW
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.	Pending	RS
1803	18/10/18	Mrs Parker to be asked to attend the next TLC meeting to present an update on the subject.	Completed	JN
1804	18/10/18	New constitution - to be reviewed by RB with the aim to reconstitute	Postponed until next meeting	RB
1805	18/09/18	Potential funding availability if we were to want to pursue a knowledge focused curriculum. Action to be followed up with Helen Eddie by JN.	No funding identified. Action Completed	JN
1806	18/10/18	TLC ToR to be reviewed as part of the Spring TLC agenda.	Completed	PR
1807	18/10/18	RB to send out Subject Review proforma template along with examples of previous years Action Plan Reviews and Reports	Pending	RB
1808	18/10/18	SSDP - with regards to key priority 1 of the key improvement priorities for 2018-19, with regards to the push on maths, JN to look at Foundation Assessment Systems and examples of how we measure children's assessment.	Completed	JN
1809	18/10/18	SSDP - JN to update the SSDP to reflect the aspiration to expand the 10 week resilience programme to be disseminated out to the wider school over a three year period, via initiatives such as the resilience training and the forest school.	Completed	JN
1810	18/10/18	SSDP - with regards to the effectiveness of leadership and management, it was agreed that JN would look to update the SSDP to include plans for year 3, to factor in projected funding.	Completed	JN
1811	18/10/18	SSDP - Ofsted statement to be updated to read 'The following recommendations have been considered:'.	Completed	JN
1812	18/10/18	SSDP - Link Governors information to be updated to reflect 2018 changes.	Pending	JN



1813	18/10/18	The following two areas to be incorporated into the 3 Year Plan: <ul style="list-style-type: none"> • Looking at the best use of the school's wet area • Looking at the need for quite areas 	Incorporated into Buildings Three Year Plan. Action Completed.	JN
1814	18/10/18	EW to undertake the annual review of policies / cross check of policy cycle.	Pending	EW
1815	18/10/18	Link Governor Reports - Special Needs / People Premium - Report to be submitted.	Pending	AA
1816	18/10/18	Link Governor Reports - Music - Report to be submitted.	Complete	EW
1817	05/02/19	SSDP - Page 20 - 3. Personal Development, Behaviour and Welfare - curriculum to be made more explicit by PSHE Lead.		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
1819	05/02/19	RB to share last year's reports for reference.		RB