

St Catherine's Church of England Primary School



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Mr J Phillpotts Associate Member

Mrs C Penn Associate Member

Mrs A Jasper Foundation

Mrs R Brewer Foundation

Miss M Lawson Foundation

Rev J Everitt Foundation (incumbent)

Ms S Chapman Headteacher

Mrs M Young Local Authority

Mrs J Jago Staff

Minutes

Curriculum and Premises Committee Meeting

Thursday 3rd March, 2016

Linda Cackett – Clerk to the Governing Body

Typed: 03.03.2016

Approved for circulation: 07.03.2016

CURRICULUM AND PREMISES COMMITTEE MEETING MINUTES

School:	St Catherine's Church of England Primary School
Quorum:	3
Chair:	Mrs Margaret Young
Clerk:	Mrs Linda Cackett
Date of meeting:	Thursday 3rd March, 2016 at 4.30 pm
Venue:	St Catherine's Church of England Primary School – Staff Room

Attendance:

Name:	Governor	Associate Member	Other (please state)	Present/ Apologies/ Absent
Mrs Rebecca Brewer – Chair - Foundation	✓			Ap
Miss Maria Lawson – Foundation	✓			P
Mr Jonathan Phillpotts – Associate Member	✓			P
Ms Sarah Chapman – Headteacher	✓			P
Mrs Caroline Penn – Associate Member	✓			P
Miss Jen Jago – Staff	✓			P
Mrs Anne Jasper – Foundation	✓			P
Rev Jane Everitt – Foundation – Committee Vice Chair	✓			P
Mrs Margaret Young – Local Authority – Committee Chair	✓			P
Mrs L Cackett			Clerk	P

		Action
1.	<p>Opening Prayer</p> <p>Rev Everitt led the meeting with an opening prayer.</p>	
2.	<p>Apologies</p> <p>Apologies were received, considered and accepted from:</p> <ul style="list-style-type: none"> • Mrs Brewer 	
3.	<p>Primary Science Quality Mark – Science – presented by Jon Phillpotts</p> <p>Mr Phillpotts updated governors regarding the progress to date towards the submission towards the Primary Science Quality Mark – Silver. He circulated the Action Plan to the committee in order for them to appreciate what has to be evidenced in order to achieve the award. The school was deemed above the Bronze award and therefore will be submitting evidence for silver accreditation.</p> <p>He gave an informative presentation, each slide had the 'Impact and Evidence' clearly noted on it. It clearly explained why each slide was included in the presentation, the 11-point Science Teaching and Learning Guide that was created during the process was explained to the committee, these are displayed throughout the school. Governors were made aware how Science is used in other subjects.</p>	

	<p>During the presentation several examples of evidence were explained in detail, governors found the presentation very informative, a governor commented that the children are very lucky and wished lessons had been like this for her. The different teaching techniques were explained, assessment without levels is undertaken in Science.</p> <p>Governors felt that there had been a huge amount of work and felt that it evidenced the way in which the new techniques introduced to staff had been successfully taken on board. The presentation clearly showed the evidence and the passion clearly evident by Mr Phillipotts. A governor asked when it will be submitted, Mr Phillipotts confirmed that hopefully it will be submitted in two weeks' time and Silver accreditation will be awarded.</p>	
4.	Minutes of last Committee Meeting – 4th November, 2015	
4.1	Approval	
	The minutes of the meeting of 4 th November, 2015 were APPROVED as a true and correct record by the Committee.	
4.2	Matters arising	
	None.	
5.	SEND Update	
	The Headteacher reported that the full report had been circulated previously and the update was for information this term.	
6.	Premises Update	
	The Headteacher reported that the railings were going to be re-done; the school's contribution will be £1,500 (10%). The interior work in the school is now finished, new screens are now going to be put in all classrooms now along with other purchases equating to £40,000.	
7.	Pupil Premium Grant – Curriculum Impact Update	
	Covered under Item 5.0.	
8.	PE/Sports Grant – Curriculum Impact Update	
	Covered under Item 5.0.	
9.	Policy Reviews:	
	<ul style="list-style-type: none"> • Anti-Bullying • Data Protection and Password • Equality Action Plan • Online Safety • Single Equality • PSHE & Curriculum Planning 	

	<p>The Headteacher explained that 'online safety' is paramount for the children and policies updated to incorporate this where applicable. The above policies were circulated prior to the Committee Meeting. The Committee reviewed the policies and APPROVED them for adoption.</p>	
10.	<p>Headteacher's Report to Curriculum Committee</p> <p>The Headteacher's informative report was circulated prior to the meeting. It was further noted that:</p> <ul style="list-style-type: none"> • The CSIT Report has been sent to the Chair. • The Church Trails with Reverend Newcombe had been an excellent activity, pupils thoroughly enjoyed it. It was agreed that it was a good trail. • Talk for Text is being utilized extremely well throughout the school and being closely monitored. It is going very well, the Committee Chair has visited the school and commented that there is a marked improvement which she hopes will continue when pupils move on to the secondary school. • Computing is really good throughout the school as is the Science. • Having a separate ICT Teacher is moving the lessons forward in leaps and bounds. • The website has been updated and looks improved. • The educational progress of pupils is a nightmare at present with the introduction of assessment without levels. It is a more difficult curriculum, books are being monitored closely and evidences progress. • The Headteacher explained the iTrack data within her report. The Committee Chair asked why the previous assessment system was replaced; the Headteacher explained that it was because parents did not understand levels. The children are making progress but it will really be a matter of waiting until the end assessment. The school is working with the other partner schools and carrying out moderation. • Thrive training is continuing. • RE continues to be assessed. 	
11.	<p>Health and Safety</p> <p>Nothing to report, it was agreed to move this to the Finance agenda.</p>	
12.	<p>Curriculum and Premises Chair's Report</p> <p>None.</p>	
13.	<p>Dates of next committee meeting:</p> <ul style="list-style-type: none"> • Wednesday 15th June, 2016 at 4.30 pm 	
	<p>The meeting closed at 5.29 pm.</p>	

These Minutes were passed as true and accurate at the Curriculum and Premises Committee Meeting on Wednesday 15th June, 2016.

Signed: Chair

Mrs Margaret Young

Dated: **Wednesday 15th June, 2016**