

# Rye Community Primary School Learning and Teaching Board

20 June 2016

## MINUTES

A meeting of Rye Community Primary School Learning and Teaching Board was held on Monday 20<sup>th</sup> June 2016 at 4.30pm at Rye Community Primary School.

**PRESENT:** Niki Stuart (NST), [Chair]; Martin Dilworth (MDI), John Hart (JHA), Jane Howard (JHO), Jacqui Lait (JLA), Malcolm Wallace (MWA).

**APOLOGIES:** Ann Cockerham (ACO), Sam MacNicol (SMA), Gwyn Williams (GWI).

**In Attendance:** Sally Welch (SWE), [Clerk].

### **ACTION BY:**

#### **1. Declarations of Interest**

1.1 Noted: there were no declarations of interest in relation to the business of this meeting.

#### **2. Minutes of the Meeting of 25<sup>th</sup> April 2016**

2.1 Received: the Minutes of the meeting of 25<sup>th</sup> April 2016.

2.2 Resolved: to approve and sign the Minutes as a correct record. Progress against agreed actions was reviewed in the meeting.

#### **3. Matters Arising**

##### ***School Transport***

3.1 Noted:

a) JHO provided an update on the changes to be introduced from September (2016). The meeting was disappointed to learn that Rye Harbour parents had been notified directly in writing by the Local Authority without the benefit of the school having been informed in advance or sent a copy of the letter as a courtesy. The school only became aware through contact with parents raising concerns.

b) the school is looking at the budget to consider whether continuation of the bus escort service can be afforded in some measure, noting that this would inevitably have an impact on expenditure in other areas.

c) the issue of safeguarding was again raised and JHO confirmed that the bus drivers' role does not include responsibility for safety – i.e. checking that the children are wearing seat belts on board.

d) the meeting queried whether other solutions could be found to removing the bus escorts - e.g. organising a parent rota, recognising that there is a limit to what the school is able to provide and that the responsibility is on parents to ensure children journey safely to and from school. JHO advised against the parent rota on the grounds that parents could then be liable in the event of an accident/incident. The meeting asked for the liability aspect to be looked at in relation to insurance cover.

3.2 Resolved: to check the position under the school insurance policy in reference to the suggestion at 3.2 d) above.

JHO

#### **4. Progress, Attainment and Assessment**

4.1 Received: JHO presented Pupil Progress data (term 4 to 5) which was reviewed in the meeting.

- 4.2 Noted: in discussion:
- a) that a key has been added indicating: working on a target from a previous year group (red); approaching the expected standard (orange); meeting the expected standard (green); exceeding the expected standard (blue).
  - b) in response to questions, JHO clarified that the red group in Year 1 (term 5) were identified from pupil progress meetings to be working at a level equivalent to beginning of Year 1 expectations.
  - c) the positive trajectory for progress in Years 1 & 2 was noted and the meeting queried whether strategies shown to be working within these year groups could be applied to year groups further up the school. JHO responded that these children started under the new curriculum and the school has in place the right strategies to support them, whereas year groups further up the school have had to adjust to the shift in expectations and rising demands of the curriculum.
  - d) the meeting challenged the gap in Year 3 data (pupils working on a target from a previous year group), compared to other year groups. JHO reported that this year group was a focus for the intervention team due to the number of SEN pupils needing support, as had been shown in outcomes for this group in 2015. Rates of progress were compounded also by the increased levels of difficulty in the new curriculum.
  - e) the data for Year 4 was challenged as it appeared to show no discernible improvement in progress between terms 4 to 5. JHO was challenged on school action to address this. *(Clerk's note: JHO has confirmed the Year 4 data presented was not the updated version. The updated data is attached to these minutes).*
  - f) the meeting challenged whether enough is being done to support progress in Year 5 for children identified as approaching the expected standard. The meeting sought assurances about teaching quality in this year group and the strategy in place to raise standards and meet DfE expectations. JHO cited examples of outstanding teaching evidenced in observations.
  - g) the meeting discussed progress of Pupil Premium students versus non-Pupil Premium and challenged strategies in place to close the gap.
  - h) the meeting challenged the narrative for Ofsted to demonstrate the impact of school actions to improve standards. Outstanding teaching and the intervention strategies in place will raise standards over time and will be seen to bring up results. In response to further questions, JHO assured the meeting of sustained improvement year on year.
  - i) the meeting challenged school action to raise overall levels of progress and achievement. JHO responded that the school is not in any way complacent about the need for sustained improvement and is doing everything possible to support the progress of the children. Observation ratings indicate that teaching across the school is at least good and 50% is outstanding.
  - j) it was noted that Rye College and Rye Studio are receiving a DfE Monitoring Visit on 14<sup>th</sup> July 2016. The programme has been extended to include RCPS and will include a meeting with JHO and a learning walk to include pupils' work. Key school documents and progress data will be forwarded in advance of the visit.

4.3 Resolved: actions were agreed as follows:

JHO

- a) to add forecast information on predicted outcomes to the data.
- b) giving visibility to predicted combined outcomes for KS2 in the data.
- c) ensuring that the school's improvement trajectory is focused upon meeting DfE expectations with the right intervention strategies and actions in place to achieve this.

## 5. School Improvement Plan (SIP)

5.1 Received: JHO presented progress against the SIP which was discussed in the meeting.

5.2 Resolved: to note the latest progress update.

## **6. Headteacher's Report**

- 6.1 Received: the Headteacher's Report, focusing on actions being taken to address school improvement priorities. The report was reviewed in detail in the meeting.
- 6.2 Noted: in discussion of the above:
- a) the meeting reviewed attendance, noting that terms 5 & 6 are impacted by holiday periods. Current attendance (94.6%) was noted to be below the targeted figure of 95%. Although attendance figures for individual classes are very good, this is not reflected in the overall figure which is frustrating. Unauthorised absence was noted to be low. It was noted that medical appointments are included in the figures for absence. It was suggested that the school contact the Local Authority/Paediatric Department at the Conquest to enquire whether appointments for children who need to make regular visits could be arranged outside of school hours.
  - b) JHO updated the meeting on staffing and personnel.
  - c) the meeting discussed current monitoring by ESBAS, including the ongoing consideration of a placement of a child into the school with complex needs.
  - d) JHO reported on the SATs for KS1 and KS2 and actions by the school to ensure that the children felt well-prepared and positive about the experience. This had been endorsed by parents and the meeting congratulated JHO and staff.
  - e) the Phonic Screening Test has taken place with Year 1 pupils and a number of Year 2 pupils required to retake the test to reach the standard. The threshold will be reported on 27<sup>th</sup> June but the school is very pleased with the pupils' outcomes and is expecting to see a significant increase in the number of pupils achieving the threshold.
  - f) an update on safeguarding was noted in the report. JHO reported that the DSL and SENCO forum had met that day. A concern was raised about the need to review access to the building site and ensure the site is secure. JHO agreed to follow up.
  - g) two senior managers from ESCC Support and Intervention (Primary) Standards and Learning Effectiveness Service had visited the school on 10<sup>th</sup> June as a follow-up to a successful meeting in November 2015. Very positive comments sent by email on the visit were distributed in the meeting. The visit had evidenced consistent outstanding teaching and learning and the positive impact of strategies to raise standards.
  - h) the curriculum update was noted and the LTB congratulated pupils on their contribution to the 'Pearls of the Sea' exhibition at the Jerwood Gallery in Hastings. The meeting raised the issue of music in the curriculum and whether the school could be doing more.
  - i) outcomes from the Health and Safety Audit undertaken by ESCC were noted, which confirmed effective H&S provision in school. KJE and GHA were thanked for their work.
  - j) it was noted that JHO will be representing the Education Improvement Partnership (EIP) on the Executive Committee from September 2016. EIP priorities for 2016-17 were noted in the report and an application would be going into ESCC for funding to support. The focus on dyslexia support was noted. Teachers' awareness of autism was queried and JHO described the school's strategy towards supporting the needs of pupils with autistic spectrum disorders, including specialist training for staff as required. JHO assured the meeting that procedures are in place to ensure that all relevant transition information is passed on to the next school.

## **7. Safeguarding**

- 7.1 Noted: the Safeguarding update presented in the Headteacher's Report.

## **8. Chair's Report**

- 8.1 Noted:
- a) the chair gave feedback on scrutiny of assessment in Year 2 which had evidenced very good practice. JHO offered to share examples with the LTB.

b) the RAT Board has decided not to proceed further with the proposal to move towards a one governance model at this point in the light of feedback from the LTBs. It was noted that a joint meeting of the LTBs is planned before the end of term which will provide an opportunity for further reflection on the LTB governance structure and triad arrangements, to identify what has gone well and areas for improvement, including training and development.

c) an update was given on strategic matters for RAT.

**9. Date of Next Meeting**

9.1 Noted: that the LTB would meet on Friday 15<sup>th</sup> July 2016 at 3.00pm in the Headteacher's office. *(Clerk's note: meeting start time revised to 4.00pm subsequent to the meeting).*

**10. Any other business**

10.1 Noted: NST extended an invitation to a social event at her home at 3.30pm on Thursday 21<sup>st</sup> July 2016.

*Meeting closed: 6.45pm*