

# Franciscan Primary School Curriculum and SEND Committee



## MINUTES OF THE AUTUMN TERM MEETING HELD ON THURSDAY 5<sup>th</sup> OCTOBER 2017

Governors present: Patricia Andre-Watson (PA), Maria Lambert-Carter (MLC) (Chair), Rubina Patel (RP), Marian Thompson (MT), Anthony Beaumont (AB)

In attendance: Elizabeth Nasse (EN) (Clerk)

### Documents circulated prior to the meeting:

Franciscan C&SEN Minutes 4.5.17 – final draft  
C&S committee ToR 2016-17 Final  
Draft FPS Governors Work Plan 2017-18  
On going data summary over time 2017 C&S 5.10.17  
Quality of Teaching and Book Scrutiny 2016-17  
PSHE, Citizenship and Sex Education Policy

The meeting opened at 6:03 pm and was quorate.

### 1. Apologies

Apologies for absence were accepted from Kathy Maclean.

### 2. Declarations of Interest

There were no declarations of interest in any of the agenda items for this meeting.

### 3. Appointment of Chair of committee

MLC was re-elected as Chair of the committee.  
Previous C&SEN committee members, Ian Pollitt and Noman Qureshi have left the GB.  
MT has joined the committee. A vacancy remains, which will be filled when two new governors have been appointed to the GB.

### 4. Minutes of the Previous Meeting and Matters Arising

The minutes of the meeting held on 4<sup>th</sup> May 2017 were agreed and signed by the Chair.  
The signed copy was retained by the school (PA).

Matters Arising

**Action 1: EN to check and update committee records (Noman Qureshi).**

Done.

### 5. Terms of Reference

Governors reviewed the ToR and agreed that the committee membership and clerking information needs to be updated and new SDP priorities added.

**Governors approved the ToR, subject to the updates described above.**

# Franciscan Primary School Curriculum and SEN Committee



## 6. Work Plan/review SDP Priorities.

- a) Ensure the teaching of phonics and reading is effective to support increased challenge for pupils – KM/AB to observe lessons.
- b) Consistent good and better teaching that supports the most able disadvantage pupils effectively – MLC will look at books and discuss with core subject leaders after school.
- c) Ensure effective use of assessment – will be reviewed during governor visits.
- d) Further embed and develop growth mindset across the school - will be reviewed during governor visits. AB and MT will talk to children in mixed ability groups.
- e) Ensure greater challenge for HA pupils – MLC will review during a visit.
- f) Raise attainment and progress in spelling and writing – KM will look at phonics and spelling books and discuss in conjunction with book scrutiny by MLC.
- g) Raise attainment in reading - MT will link in with Pupil Voice and MT will seek feedback on accessibility of homework from parents. AB will also talk to parents to gain feedback on reading and comprehension tasks.

A governor suggested that a parent survey on homework could be arranged.

**Action: committee to review Work Plan actions at next meeting.**

## 7. Summer Term exam and assessment data

Governors reviewed assessment data that was circulated prior to the meeting. PA highlighted the following:-

### Foundation Stage

The 2016/2017 National Average figure is not known yet, but it is likely that the school will be above it; 2015/2016 National Average was 69%.

82% pupils at GLD, up 2% on the previous year.

### Key Stage 1

Pupils reaching **expected standard**:

**Reading** - 84% which is 1% lower than in 2015/2016, but above LA and National Average.

**Writing** - 82.5% which is above last year and LA and National average.

**Maths** - 86% which is above last year.

**RWM** - 82.5% which is above last year

Pupils reaching **Greater Depth (GD)**:

**Reading** - 33%

**Writing** - 28%

**Maths** - 33%

**RWM** - 23% which is above the LA average.

# Franciscan Primary School Curriculum and SEN Committee



PA reported that she is very pleased with the increase in pupils in KS 1 achieving GD and commented that the Year 2 teachers worked very hard to achieve these results.

**Phonics** has reduced from 84% last year, to 76%. PA commented that there were several children in the cohort who had found reading difficult. RP explained that extra support was put in place and pupils had made good progress from their starting points. PA added that there had been a big difference in achievement between girls and boys; much of this is due to SEN amongst boys.

## Key Stage 2

Pupils reaching **expected standard**:

**Reading** – 71% up from 51% last year (National Average up from 66% to 71%).

**Writing** - 75%, down from 86% last year.

**Maths** - 82%, up from 75% last year.

**GPS** – 78% up from 71 % last year.

**RWM** - 64%, up from 43% last year and greater than National Average (61%).

Pupils reaching **GD**:

**Reading** -13%, up from 10% last year.

**Writing** - 20%, up from 6% last year.

**Maths** – 20%, down from 22 last year.

**GPS** - remained at 31%.

**RWM** -7%, up from 0% last year.

PA explained that moderation had been better this year and anticipates that next year assessment would be further improved.

PA/MLC congratulated the school and teachers on the impressive results.

## 8. Review Pupil Progress

Governors reviewed the school's own (unvalidated) progress data that was circulated prior to the meeting.

PA highlighted the following:-

### **Key Stage 1**

Progress from Reception to Year 2:-

#### **Reading**

36% of those working below expected standard at the end of Reception reached or surpassed expected standard by end of Year 2.

25% of those at expected standard in Reception achieved GD by the end of Year 2.

#### **Writing**

42% of those working below expected standard at the end of Reception reached or surpassed expected standard by the end of Year 2.

31% of those at expected standard in Reception achieved GD by the end of Year 2.

#### **Maths**

50% of those working below expected standard at the end of Reception reached or surpassed expected standard by the end of Year 2.

33% of those at expected standard in Reception achieved GD by the end of Year 2 GD

# Franciscan Primary School Curriculum and SEN Committee



Overall percentage of children who made typical progress from Reception to Year 2:

**Reading** 96%.

**Writing** 97%.

**Maths** 94%.

## Year 6

The National Average Progress score is 0, so progress in:

**Reading** should be greater than -5,

**Writing** should be greater than -7

**Maths** should be greater than -5.

The school's Year 6 progress scores are:

**Reading** -0.4

**Writing** 1.8

**Maths** 2.3

They are well above floor targets and National Average. The school is very pleased with progress.

In other year groups progress has been good across all years, with most pupils making or surpassing expected progress and some making exceptional progress. Children with SEN children have also made or surpassed expected progress from their starting points.

## 9. Quality of Teaching

PA explained that book scrutiny will focus on marking and making sure that children have the opportunity to respond to marking. Also ensuring that children are self-assessing accurately, marking each others work and reviewing their targets.

In Maths pupils will be expected to show mathematical working. PA added that as children are all given the same Maths work, differentiation is provided by the level of support that is needed to achieve the work.

**Q: a governor asked whether children responded well to marking and targets.**

*A: PA replied that objectives and targets are included in the children's books and any concerns will be reviewed through the scrutiny of books. PA added that it is useful for children to take ownership of their learning and recognising how they can improve.*

PA reported that lesson observations had found that improvements need to be made in ensuring that pupils are challenged appropriately and that more able pupils are achieving mastery at greater depth.

## 10. Review attendance, exclusions and SEND data.

**Exclusions** - PA explained that there had been an error on the exclusion data reported at the CFC meeting on 3.10.17 and tabled revised data.

For 2016-2017 there had been 19 total days of exclusions for 4 pupils. One of the pupils had received 13.5 days; the exclusions had resulted from behavioural issues related to SEN. The child has been offered a place in a specialist setting, but remains at Franciscan.

**Attendance** for 2016-2017 fell by 0.4 % across the whole school.

## Franciscan Primary School Curriculum and SEN Committee



PA explained that there were several factors; persistence absence of particular children, ongoing requests for leave during term time and having to keep children on roll who have moved out of the school; also occasionally because of parent illness.

**Punctuality** – PA reported that punctuality had fallen across the whole school in 2016-2017 from 98% to 97.8%. Governors discussed incentives and rewards and agreed that competition between classes encourages improvement in punctuality.

**Numbers on roll** are declining; Reception figures are particularly low for 2017-2018. There are currently 35 pupils in Reception. Measures to address this were discussed at the FGB business meeting on 27.9.17.

### 11. Any other Business

**Action:** PA will email the School Profile to committee members.

Governors approved the PSHE, Citizenship and Sex Education Policy that was also reviewed at the CFC meeting on 3.10.17.

### 12. Date and Time of Next Meetings:-

Thursday 8<sup>th</sup> March 2018 at 6:00 pm.  
Thursday 10<sup>th</sup> May 2018 at 6.00pm

The meeting closed at 7:05 pm.

Minutes of C&SEN Committee meeting 5.10.17 approved:

  
Chair

8/3/18  
Date

**A summary of meeting actions is below**

Action	Minutes ref.	Action Details	Date
1	6	<b>Committee to review Work Plan actions at next meeting.</b>	8.3.17
2	11	<b>PA will email the School Profile to committee members. -REN.</b>	

