

The Federation of Abbey Schools Academy Trust

Teaching & Learning Committee

Minutes

Date & Time: 5.30 pm on Wednesday 10th February 2021.

Present Governors: Mr J Briggs, Dr L Bryant, Mrs C Marley, Mrs E de la Motte, Mr M Fryer, Mr N Little, Mrs C Stow Smith and Mrs S Howe.

Also in Attendance: Mrs L Hawksby (Clerk to the Governing Body).

<u>ITEM</u>	<u>DESCRIPTION OF DISCUSSION</u>	<u>ACTION BY</u>
1.	<p>Apologies for Absence and format of the meeting</p> <p>There were no apologies for absence. The Directors participated in a virtual Board meeting due to current Covid 19 social distancing considerations.</p>	
2.	<p>Notification of Items of Other Business</p> <p>There were no Items of Other Business to report.</p> <p>Declarations of Interests:</p> <p>Declaration of personal or pecuniary interests in any matters arising from the Agenda of the current meeting.</p> <p>There were no declarations of personal or pecuniary interests declared.</p>	
3.	<p>Declaration of any updates for the Register of Business Interests.</p> <p>There were no updates for the Register of Business Interests.</p>	

<p>4.</p>	<p>Approval of Minutes</p> <p>a) Approval of Minutes – Wednesday 11th November 2021.</p> <p>RESOLVED:</p> <p>That the Minutes of the meeting of the Committee held on Wednesday 11th November 2021 be confirmed and signed as an accurate record by the Chair.</p> <p>b) Matters Arising –</p> <p>There were no matters arising.</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>STANDING ITEMS OF THE COMMITTEE: SPRING TERM (Items 5 - 10)</p> </div>	
<p>5.</p>	<p>Attendance (Autumn and Spring Term)</p> <p>The Head Teacher reported that further to the last report (Minute 7 Teaching & Learning Committee 11th November 2020) attendance still remained good. Frequent washing of hands and cleaning of surfaces was very much being adhered to within the school and there had been fewer cases noted of general sickness, such as the winter Norovirus.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>6.</p>	<p>Data – Overview</p> <p>The Head Teacher provided a verbal overview of the current position regarding data.</p> <p>He advised the Teachers had set target using the Family Fischer Trust (FFT) data in September. This enabled the school to identify where children were in relation to their end of key stage targets. National Test-Style (NTS) tests had also been completed in October, with any resulting interventions put in place. SHINE assessments have also been used to identify groups requiring support.</p> <p>Teacher assessments were updated before Christmas and trackers completed. NTS assessments will also be completed in the Summer Term. There will be no mid-term reports this academic year.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	

<p>7.</p>	<p>Curriculum Update</p> <p>The Head Teacher verbally reported that, even with the disruptions, the content/curriculum coverage is the same as is in the long term plan. Teachers and subject leaders will assess any gaps on the full return for all pupils to school. Some interventions are still ongoing, with the school using the National Tutoring Programme (NTP) and SHINE.</p> <p>Subject leadership will be a priority when the teachers return. Subject leaders are currently updating plans and answering Ofsted type questions with regards to their subjects.</p> <p>Teachers and the Senior Leadership Team (SLT) are following up with children who are struggling to engage. SLT are monitoring work on Seesaw and Tapestry.</p> <p>The Head Teacher advised that a parental questionnaire had just been completed and analysed by the school regarding remote learning. The headline results had been positive in relation to the school's remote learning provision, however parents/carers wanted more 'live' online learning to be provided. In response the school would be having zoom sessions every morning during the school week and some afternoon sessions, as well as identifying some students who were struggling who might benefit from small group live sessions.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>8.</p>	<p>Governors' Learning Day</p> <p>The Head Teacher advised that the Governors Learning Day, which had been suggested for the 10th March, was now unlikely due to lockdown with it being more possible in the Summer Term. The questions which subject leaders were currently responding to would be used for Governor monitoring purposes (Please refer to minute 7 , second paragraph above) and hopefully when the school was fully reopen books could be viewed, even virtually if this was more practical and compliant with the school's risk assessments.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>9.</p>	<p>Partnership/Community</p> <p>The Head Teacher advised that the school had continued to look for alternative means to bring the school community together. The staff worked hard to make Christmas 'different but special'. All the children had the opportunity to have Christmas dinner and</p>	

<p>10.</p> <p>Risk Register</p> <p>CQ</p>	<p>wore Christmas Jumpers to support Save the Children. Parents made donations online rather than bringing money into school. Pupils had Christmas parties with their class rather than the whole year group, which received positive feedback from children and staff. Christmas concerts couldn't go ahead as they normally would but parents still received a class or year group video on Seesaw and Tapestry. The children enjoyed watching a virtual pantomime and Elm Ridge Methodist Church led a fun virtual Christmas assembly. The Candlelight service in the junior carol concert were pre-recorded and watched by the children in their classrooms.</p> <p>RESOLVED:</p> <p>That the report be noted.</p> <p>The Committee considered their delegated risks for this Spring Term.</p> <ul style="list-style-type: none"> • Inability to recruit and retain appropriately qualified and experienced staff (1.1) – no change at this time. • Lack of monitoring of the quality of teaching and learning (1.2) – noted reference had been removed to Target Tracker • Insufficient monitoring of the academic outcomes of pupils in terms of end of key stage results (1.3) – noted reference at Item 9 to increased assessments to ascertain pupils gaps in knowledge. • Out-of-date full school curriculum (1.4) – noted updated dates in actions section. <p>The Committee enquired whether the curriculum would be completed this academic year due to all the Covid related disruption? The Head Teacher advised that the school was presently almost on target for curriculum delivery but with children absent from school there will be gaps. Assessing prior learning before teaching will be a priority when the children return.</p> <p>RESOLVED:</p> <p>That no further changes were required at the current time and that the changes as referenced above be noted.</p>	
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<p>11.</p>	<p>Assessment Policy</p> <p>Consideration was given to the Assessment Policy.</p> <p>RESOLVED:</p> <p>That the Assessment Policy be approved.</p>	<p><i>Head Teacher</i></p>
<p>12.</p>	<p>RSE – Relationship and Sex Education Policy</p> <p>Consideration was given to the Relationship and Sex Education Policy.</p> <p>RESOLVED:</p> <p>That the Relationship and Sex Education Policy be approved.</p>	<p><i>Head Teacher</i></p>
<p>13.</p>	<p>Acceptable Use of Cameras and Mobile Phones EYFS</p> <p>Consideration was given to the Acceptable Use of Cameras and Mobile Phones EYFS Policy. It was noted that the same principles contained within this policy were carried out throughout the whole school and Year groups.</p> <p>RESOLVED:</p> <p>That the Acceptable Use of Cameras and Mobile Phones EYFS Policy be approved subject to removal of reference to bags being left in the cupboard for all parent helpers/students and instead to them being asked to turn their mobile phone off.</p>	<p><i>Head Teacher</i></p>
<p>14.</p>	<p>ICT & E-Safety Policy</p> <p>Consideration was given to the ICT and E-Safety Policy.</p> <p>RESOLVED:</p> <p>That the ICT and E-Safety Policy be approved subject to removal of reference to a Bursar and the Data Protection Act 1988 being updated to the latest relevant legislation.</p>	<p><i>Head Teacher</i></p>
<p>15.</p>	<p>Agenda Items for the Next Meeting :-</p> <p>Standing items and policies due for review.</p>	<p><i>Clerk</i></p>

