

# Townley School and Pre-School

Christchurch, Wisbech, Cambs. PE14 9NA

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Tel/Fax: 01354 638229

Headteacher: Mrs Maria-Anne Higgins

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## Minutes of the Meeting of the Standards Committee Wednesday 13<sup>th</sup> April 2016 – 4.30pm

Present: James Hughes, Maria-Anne Higgins, John Garlick, Maggie Ford, Sharon Barwick, Chrissy Birch, Simon Freeland, Will Sutton, Natalie Paine  
Clerk: Karen Bird

- 1 **Apologies** – were received and accepted from Sharon Barwick.
- 2 **Minutes of last meetings:** Headteacher reported that following training, Governors are no long to be named directly when actions are proposed and seconded unless this is by the Headteacher or Chair. Minutes from previous Standards Committee and October's Pre-School Committee meeting were approved and signed.
- 3 **Matters arising:** There were no matters arising.
- 4 **Terms of Reference:** Due to the restructuring of the Committees, a new Terms of Reference is required for the Standards Committee.

**ACTION:** Clerk to organise and make arrangements for them to be available for approval at the next FGB meeting.

- 5 **Update on SDP 2015/16:** Main points of the SDP updates were handed out, which The Headteacher went on further to explain.
  - There is no record for Target Tracker Y2 Pupil Premium as there are no pupils in this category.
  - After discussion with ICT services, our website has all the information, but it isn't easy to find the information quickly. **Governor asked if the website was meeting statutory requirements.** Headteacher replied that in principle - yes but it was too difficult to find the information and review of the website provider was underway to make it more user friendly. There is provision in our current Starz subscription to include a website and the setup cost has been budgeted for and the yearly subscription is slightly more than our current provider, but has the added bonus of being covered by ICT Services.
  - Our SDP has been updated slightly, although this is mainly wording not actual targets.
  - We have been successful in a bid for government funding, which was applied for through our Teaching School, (a School who has obtained Out Standing and considered to have the expertise to assist other schools), however this funding

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has arrived too late in this academic year to have any real impact for 2015/16, despite being applied for in September 2015.

- The Head confirmed that her updates include positives as well as negatives and although sometimes this means a lot of information to digest, thought that due to the changes in not only the school's circumstances, but government expectations, Governors should be made aware of the overall picture. This is sensitive information which again reiterated the need to have secure email addresses for all Governors. The Headteacher also confirmed that she welcomes questions.
- The Head informed Governors of her wish to start a parents' forum. To be held termly at different times/days in an attempt to address parents' concerns in a relaxed atmosphere. The first one is planned for later this month.

- 6 Feedback from LA Visits:** Reviews are available from the meetings. Following the LA's reports, the Head has been able to put measures into supporting teaching staff in areas of weakness and one teacher has a support plan in place.

The safeguarding review was postponed due to TC's accident and will now take place in May. The Head explained her strategy and target to have all policies updated by December and plan for necessary reviews staggered to avoid overloading Governors at any one given time.

Pre-school has been signed off of intervention, although Early Years is still an area of concern, a support plan is in place to address this

- 7 Review of Tracker Data progress + Pupil Premium Children / Vulnerable Children:** Governors were able to review the Target Tracker Progress. It was pointed out that progress on this information was not as obvious as when reviewing working books. A number of factors affect this; the most significant is that sometimes a target point will not be achieved in one term, but over a year. There is also an issue as to which pieces of work can be used for assessment and which can't. Various issues were discussed between the Head and Governors. The Headteacher reiterated her wish for Governors to concentrate on Working Books to review progress at this stage.

The Headteacher explained the support that had been put into place to assist pupils identified needing specific help. Pupil Progress meetings are continuing and proving to be helpful.

It was made clear that due to not having specific guidelines from the Government as to what they expect was hindering the school's ability to accurately forecast levels,

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and therefore no clear way to distinguish which pupils are working at age related, below or above. There continues to be cluster monitoring.

The Headteacher thought it would be advantageous for the Governors to have a summary of pupil data – age related. It was agreed to add this to the next Committee or Full Governing Body, which ever came first after SATS results were in.

**ACTION:** *Headteacher to organise report*

- 8 Governor Monitoring:** Governor carried out a session with children on homework with some amazing feedback from pupils, the relevance of which was directed to the Headteacher who confirmed her wish to have more topic based homework and this was being reviewed this term.

Governor's Visit is due to visit Class 1 week commencing 18 April 2016.

## 9 Policies for Review:

The following Policies were e-mailed to all Governors to read through prior to the meeting where feedback was requested and adoption sought:

- Staff E-Safety Acceptable Use Policy
- Statement Policy on Substance Use and Misuse

The Headteacher confirmed there are still a number of policies needing attention and she will continue to work through these and as agreed previously will continue to split between Committees for adoption with the hope of having them all up to date by the end of July. She will then instigate a rolling programme to spread reviews throughout the year.

**AGREED:** *The above policies were adopted unanimously by the Governors present and signed by the Chair.*

- 10 Agenda and date of next meeting:** The next meeting and those for school year 2016/17 will be set at the FGB held in September.

**NOTE:** Since this meeting the clerk has been informed that a further Standards Committee meeting was agreed at the FGB in February and due to take place on Wednesday 6<sup>th</sup> July when the SATS results are available.

Meeting closed at 5.45pm