

COCKWOOD PRIMARY SCHOOL

Local Governing Body

Agreed

Teaching & Learning Meeting							
Date/Time	11 November 2020, 5pm	Location			Cockwood Primary School		
Attendees	Initials			Attendees	Initials		
Judith McGrath	JM	Cttee. Chair, Trust Governor		Gareth Harris	GH	Trust Governor	
Tania Weeks	TW	Trust Governor		Lorraine Curry	LC	Headteacher – Ex Officio Governor	
Holly Hilliard	HH	Staff Governor		Liz Price- Holden	LPH	Parent Governor	

Apologies	Initials	Reason (Category of Governor)

Absent without Apology	Initials

In Attendance	Initials	
Liz Groves	LG	Clerk
Glynis Buckle	GB	Trust Governor

Minutes to
Attendees
Apologies
School Website

Ref.	Agenda	Led by
PROCEDURAL ITEMS		
1	Welcome & Apologies	JM
2	Declaration of interest and Confidentiality	JM
3	Minutes of previous meeting & matters arising from the previous T&L	JM
STRATEGIC ITEMS		
4	Review of the Committee OLT Terms of Reference	JM
5	Leadership Update (Verbal)	LC
6	School Performance Data together with relevance updates	LC
7	Monitor Pupil Progress against the SIP	LC
8	Curriculum	JM
9	July Leavers	LC
10	Social Action	JM
OPERATIONAL ITEMS		
11	Policies	JM
12	Report on the New Survey Cycle	JM
13	Community Cohesion/Collaboration Enrichment	JM/LC
GOVERNING BODY MANAGEMENT		
14	Governor Visits	All
15	Governor Training	All

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Ref	Action or Decision	Owner/ Decision	Date Due
PROCEDURAL ITEMS			
1	<p>Welcome and Apologies JM welcomed Governors and newly co-opted Governor Gareth Harris, to the meeting. No apologies were received. The meeting was confirmed as quorate.</p>	Decision	
2	<p>Declaration of Interest and Confidentiality Statement JM reminded Governors that they must declare any conflicts and leave the meeting when the appropriate item is dealt with. Some conflicts that are not obvious at the start of the meeting may become so as it progresses. Governors must declare these as soon as they are aware of them and leave at the appropriate point. Governors are reminded of the importance of maintaining confidentiality, where this is warranted. Attendance was recorded by the Clerk.</p>	Complete	
3	<p>Minutes of T&L Meeting 17 June 2020 – for information only The previous minutes of the Teaching and Learning Committee held on 17 June 2020 were agreed at the Local Governing Body (LGB) meeting on 15 July 2020. No further comments were made regarding these minutes.</p>	Complete	
	<p>No actions arising, that were not addressed at the FGB on 15 July 2020 or the LGB on 23 September 2020, or are not covered under the relevant agenda items below.</p>	Complete	
STRATEGIC ITEMS			
4	<p>Review of the OLT Committee Terms of Reference (ToR) – following the approval of the ToR at the Trust Board meeting in September, the ToR were reviewed to ensure that the committee was acting within their remit.</p>	Complete	
5	<p>Headteacher Update (Verbal) - LC reported that there were 15 new pupils, making a total of 93 on roll, with more applicants being turned away.</p> <p>The staff compliment is at full strength, with support being put in from the Trust, which is proving invaluable. Lauren is now leading science across the school. Staff attendance has been good, with only one TA shielding at home for x4 weeks.</p> <p>Despite schools being instructed to go ahead and buy PPE and COVID related supplies, the promised Government funding has not followed.</p> <p>The school has now held a successful virtual parents evening and hold regular productive staff meetings.</p>	Complete	
6	<p>School Performance Data – LC explained that due to the pupils not being in school the usual performance data was not available. What is available is the Age Related Expectation Summary Report for the autumn term, this shows that the children are generally all behind where they should be, as expected given the huge disruption to</p>		

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	their learning. Some groups have been impacted more than others with SEND and vulnerable children having the highest impact. Targeted interventions are being carried out to address this, with data to follow to measure the success.		
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7	Monitor Pupil Progress against the SIP – LC explained that due to the lack of data from the end of year, there is no data to measure progress against. In order to evidence that pupils have met objectives this must be demonstrated a number of times, the impact of missing the whole of the summer term, results in missing the opportunity to consolidate knowledge gained. The pace within school is very quick, parents are not going to be able to replicate that and so the ground covered is much less. The emphasis has been on mental wellbeing, due to the impact on families.		
8	Curriculum – LC informed the meeting that the external person arranged by the Trust to come in to support the curriculum review, has been moved from November to April, which happens to suit the school operationally. The initial preliminary work that has been done yielded positive results, in confirming that the school had good curriculum coverage in the classes with mixed year groups. LC confirmed that work had commenced on the review of the school curriculum policies; they will be fed through for approval in batches.	Action LC	Next T&L meeting
OPERATIONAL ITEMS			
9	July Leavers – LC reported that pupils leaving after year 6 go to a wide variety of destinations including – Trinity, Torquay Grammar, Teignmouth, and Dawlish. A higher proportion of children went to Dawlish than in previous years but no changes of particular note. Due to the pandemic restrictions school had video presentations instead of tours in person. The transitions were handled well; staff were able to feed in relevant information to ensure support for more vulnerable pupils.		
10	Social Action – JM stated that there was no expectation that much could in terms of this during the pandemic restrictions.	Complete	
11.1	Sex & Relationships Policy – agreed by the meeting	Agreed	
11.2	Receiving Gifts at School Policy –agreed by the meeting	Agreed	
12	Report on the Survey Cycle – JM confirmed that a New Parents Survey has now been circulated, the submission deadline was 16 November 2020. The staff survey is planned for the spring term.	Complete	
13	Community Cohesions/Collaboration Enrichment – JM complimented LC on the quality of the artwork poppies were created by pupils and used to decorate the school for Remembrance. LC informed the meeting that Class 1 has had an online Parliament workshop, which went very well, but that there has been very little opportunity given the current restrictions to do much more. Due to the work being done on catch up for pupils, the emphasis has been on promoting mental health, by doing activities that are fun for the children.	Complete	
GOVERNING BODY MANAGEMENT			
14	Governor Visits – due to COVID restrictions this is not currently possible and is not a priority as staff are under pressure. Governors have been providing volunteer support	Complete	

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	for lunchtimes, which constitutes a visit in these difficult times.		
Ref	Action or Decision	Owner/ Decision	Date Due
15	Governor Training – LPH and CW are going to attend the Further Developing Governor Skills. NT will be attending the Pupil Exclusion Awareness.	Complete	

Details of next meetings			
Date/Time	Local Governing Board, Wednesday 27 January 2021, 5pm	Location	Video Conference
Date/Time	Teaching & Learning Committee, Wednesday 24 February 2021, 5pm	Location	Video Conference

Meeting ended at 6:15pm