

COCKWOOD PRIMARY SCHOOL

Local Governing Body

Final

Teaching & Learning Meeting							
Date/Time	16 June 2021	Location			Cockwood Primary School		
Attendees	Initials			Attendees	Initials		
Judith McGrath	JM	Cttee. Chair, Trust Governor		Holly Hilliard	HH	Staff Governor	
Tania Weeks	CW	Trust Governor		Lorraine Curry	LC	Headteacher – Ex Officio Governor	
Gareth Harris	GH	Trust Governor		Liz Price-Holden	LPH	Parent Governor	

Apologies	Initials	Reason (Category of Governor)

Absent without Apology	Initials

In Attendance	Initials	
Nicola Rose	NR	Clerk

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	JM
4	Matters arising from the previous T&L Meeting	JM
STRATEGIC ITEMS		
5	Leadership Update	LC
6	Monitor Pupil	LC
7	Curriculum	LC
8	SEND	TW/HH
9	S&R and RE Curriculum	LC
10	Equality	LC
11	Pupil Behaviour	LC
12	PHSE	LC
13	Ofsted	JM/LC
OPERATIONAL ITEMS		
14	Policies for review	JM
15	Community Cohesion/Collaboration/Enrichment	JM
GOVERNING BODY MANAGEMENT		
16	Governor Visits	JM
17	Governor Training	All Governors

Ref	Action or Decision	Owner/	Date Due
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		Decision	
PROCEDURAL ITEMS			
1	Welcome and Apologies. JM welcomed Governors to the meeting. No apologies were received. The meeting was confirmed as quorate.	Complete	
2	Declaration of Interest and Confidentiality Statement Attendees all read the declaration of interest statement on the agenda. No declarations were made. Attendance was recorded by the clerk.	Complete	
3	Minutes of T&L Meeting 24 February 2021 – The previous minutes of the Teaching and Learning Committee held on 24 February 2021 were agreed verbally. No further comments were made regarding these minutes.	Complete	
4	Matters arising -		
4.1	(9) Progress on Self-Evaluation Plans LC clarified that both the School Improvement Plan and Subject Action Plan had been added to the folder ahead of the meeting. She noted that due to the challenging year it has not been fully updated. JM suggested that it was a good starting point for a discussion/questions for governors responsible for a subject and they should refer to these documents. Action for governors to read relevant parts ahead of meetings with the subject leader to inform discussions/questions.	Action All governors	
4.2	(12.1) Behaviour Principals – 2020-21 Covered in agenda item 11		
4.3	(12.2) Freedom of Information Publication Scheme 2021 This will be going to the policy review group on the 6 July and then to the Trust Board on 20 July with the intention for it to be on the Trust website by the end of term.	Action NR Policy to be reviewed by LGB in September 2021	
	All other actions arising, were either discussed at the previous LGB or are covered under the relevant agenda items below.		
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STRATEGIC ITEMS			
5	<p>Leadership Update</p> <p>Pupil Update Pupil Numbers – LC reported that pupil numbers are consistent however September numbers are slightly down – there will be 90 pupils on role. 10 new reception children will start in September. A lower intake is being reported in many schools due to a birth rate issue, many schools have not filled places this year. In a couple of years, owing to the numerous lockdowns, a baby boom is predicted. LC is aiming to keep pupil numbers consistent to meet staff costs and looking to fill spaces in Class 3.</p> <p>Attendance Data - LC informed the meeting that the Spring Term data from the management system shows attendance at Cockwood is good for the time that the children have been in school and is better than other schools in the Trust and in the area.</p> <p>Wellbeing – LC advised that the children will be benefiting or have benefitted from the following opportunities including;</p> <ul style="list-style-type: none"> Cooking Whole school nature walks (mindfulness) Children only sports day Forest school Swimming Class 1 & 2 Solar farm visit Tennis Class 3 End of year events Mental health workshops Mindfulness PHSE Music Nurses Day visitor Theatre group performing Wizard of Oz to bubbles <p>LC noted that children are not as they were pre Covid but in terms of behaviour and attitude to learning it is very positive. HH confirmed that this was the case.</p> <p>TW joined the meeting at 5.13pm</p> <p>Staff Update LC reported that staffing remains consistent. Class teachers will remain in the same classes. LC pointed out that staff are very busy owing to the ongoing activities on top of their normal workload. The school is looking at the ARTS mark again for next year as this is really valuable. Further Mindfulness sessions have been booked for next year which will help both children and staff. LC made reference to the Farmers Market that following new Dfe guidelines, is unlikely to go ahead due to Covid restrictions.</p> <p>Q - A governor asked if there was anything that LC was 'worried about'. LC replied from a staff wellbeing point of view that the staff are good at prioritising and that the school always has the children at the heart of everything that they do, and staff</p>	Complete	

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	<p>need to continue to talk to each other and stay positive. LC added that a member of staff will be taking maternity leave but will be replaced for the remaining 4 weeks of term with a student teacher.</p>		
6	<p>Pupil Progress – LC emphasised that the year has been highly challenging, pupil progress has been seriously affected. Moving forward staff will be building on key concepts. Some parents are struggling with mental health and anxiety which is resulting in some children missing out on activities due to permission not being given, staff are working with these parents. LC reported that Speech & Language issues over lockdown has deepened. LC has initiated a S&L therapist to be employed by the Trust to help these children at Cockwood and other schools in the Trust.</p> <p>Q – A governor asked how the children this year will be measured without SATS. LC responded that across Devon Year 6 and Year 2 will do some papers to give some form of benchmarking. The school will use these results as part of the assessment to inform where the children ‘sit’ at the end of the year. LC confirmed that writing moderation has been completed across Devon virtually which has been very useful.</p>	Complete	
7	<p>Curriculum – LC made the point that the Curriculum Audit was successful, all actions from the previous audit were met and the auditor was pleased with progression. LC is to continue to work with progression in subject areas, knowledge organisers are being used to improve outcomes. LC gave examples around history following her recent course.</p> <p>Laura B has been awarded a Gold standard in music following a ‘deep dive’ and will be leading some training and has delivered a music training video which will be shown to teachers in Devon and the Southwest. LC continued to explain the meaning of ‘deep dive’ to the meeting.</p> <p>JM summarised that all subjects need to be of the same standard and quality as music.</p> <p>EYFS from September LC explained that the new framework will be statutory from September and is more challenging for Early Years but a better fit for the Year 1 curriculum. It is more streamlined and more specific. It has not been adopted this year at Cockwood owing to Covid challenges but as Reception and Year 1 are taught in the same class outcomes that are required for the new framework are already being picked up. LB and GW are meeting with a school that has adopted the new framework already to learn from them.</p> <p>Training/CPD LC confirmed that throughout the school all staff have completed a significant amount of CPD. There is an expectation that every subject-lead leads training across the year. Additionally, sessions have been organised for teachers to train other teachers within the Trust for next year. JM noted that the T&L committee look forward to seeing the results/impact of the training which has taken place. LC stated that moving forward deep dives are planned for staff to do on each other. JM suggested that Laura B carries out a deep dive in music in another school.</p>	Complete	
8	<p>SEND 8.1/8.2 HH reported that progress/attainment for the group is disappointing however the children have been supported during the Spring Term. Most of the children attended</p>	Complete	

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	<p>school but not regularly everyday although targeted support was given during this time. Moving forward HH has looked at the need of the children in each class. There are 9 children on the SEN register currently with additional children being added in September. Class 3 children with high needs have been identified and interventions are already being put in place. HH continued to report that the school has very skilled TAs. HH confirmed that she will be stepping down as SENCO and will handover to GW.</p> <p>JM thanked HH for her report and asked now that the children are back in school has she seen any progress. HH and LC responded that from the results progress is positive. Attendance is good so better progress is expected this term.</p> <p>Q - JM asked LC if she thought the children needed the summer break in view of the time that they have been off. LC replied that yes, in her opinion, children do need a break but children with SEN need to be supported over the summer especially with reading to keep the basics going. 'Little and often' work will be sent home for the summer for key children, the school reports will reflect this.</p> <p>TW added that although the data was disappointing it wasn't unexpected given the amount of time the children were in school.</p>		
<p>9</p>	<p>S&R and RE Curriculum</p> <p>LC stated that this is statutory from September but reported that it is in place at Cockwood already and staff are already working on the elements within it. The curriculum has been delivered with the 'tricky' concepts taught in class e.g. conception and easier aspects taught remotely. A resource name 'One Division' is being used. GW will carry out surveys with the children at the end of the year to discover what the children want to cover, so planning will be child led. LC reported that there was no parent feedback from the consultations. GW will compile a report for governors next term.</p>	<p>Action GW to complete a report for governors next term.</p>	
<p>10</p>	<p>Equality-</p> <p>JM explained that the different groups cannot be broken down as much due to the fact that the school does not currently have ethnic minority groups, so this is based on Pupil Premium and SEN children.</p> <p>LC pointed out that it was also about pupil opinion and attitudes and shared that AR had completed some linking with another school around writing. LC added that she wants to link with other schools in the Trust. Currently a PP Year 1 child has been identified, from the tennis lessons, to be talented so the school is to fund a tennis coach for a year. S&L and Oracy21 next year will sit within the school's equal opportunities for children. LC further stated that every child, despite their age, has to have the same opportunities. LC led a discussion giving further examples of equity for all at Cockwood.</p> <p>JM concluded by asking governors with responsibilities for subject areas to be familiar with the questions so that they can be used in discussions with subject teachers.</p>	<p>Action Governors</p>	
<p>Ref</p>	<p>Action or Decision</p>	<p>Owner/ Decision</p>	<p>Date Due</p>

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11	<p>Pupil Behaviour The Behaviour Policy and Behaviour Principles have been amended and will be ratified at LGB 14 July 2021</p> <p>JM has prepared a staff survey for completion.</p>	Action NR	
12	<p>PSHE- Covered in previous agenda items.</p>	Complete	
13	<p>Ofsted – Q – a governor asked LC what the expectations for the T&L committee will be when Ofsted visit.</p> <p>LC replied that amongst other things they; Will look at the role of subject leaders Covid Attendance Staff wellbeing Early Year Framework RSE Policy Progression and Sequencing Quality of teaching in subject areas Deep dives Website Talk to the children Evidence of a progressive curriculum Want to know that the governors understand the school Absences</p> <p>LC asked for governors to be equipped with the information and to be focused on PP and vulnerable children, SIP, SLP and the school's strengths and weaknesses.</p>	Complete	
OPERATIONAL ITEMS			
14	<p>Policy Reviews – None</p>	Complete	
Ref	Action or Decision	Owner/ Decision	Date Due
15	<p>Community Cohesion/Collaboration/Enrichment LC stated that the aim is for Cockwood to become an Oracy school. A bid has been made for funds to support the teaching and provision at Cockwood and to link with other schools across the Trust. Cockwood is also helping the Somerset Literacy Network to help them to build their resources base and support other schools.</p>	Complete	

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	JM asked if governors identify any pots of money at their own workplace, they make LC aware. LC responded that there is a pot of money for a minibus, Forest school has been secured for next year which will be accessed by all pupils.		
GOVERNING BODY MANAGEMENT			
16	Governor Visits - Deferred to 2021-2022	Action 2021-22	
17	Governor Training – It was reported that NT and NR completed Trust Portal Training and NT, NB & CW are attending a Trust Zoom Ofsted training. Face2face Safeguarding training will take place 17 June at school for all Staff and Governors.	Complete	

Details of next meetings			
Date/Time	Finance & Resources Committee, Wednesday 30th June 2021 5pm	Location	Cockwood School
Date/Time	Full Governing Board, Wednesday 14 th July 2021 5pm	Location	Cockwood School

Meeting ended at 6.30pm