

**College Road Primary School  
Learning & Environment Committee Meeting  
Spring Term Thursday 18<sup>th</sup> June 2015 – 3.45pm**

**Present:**

Mr J Wallace (Headteacher)  
Mrs L Clements  
Mrs J Wain  
Mrs U Korzeniowska  
Miss S Bigmore (Clerk)

Action

<p><b>1. Apologies for absence</b> Apologies were received from Mr K Finch. Mrs Wain stood in as the Chair for this committee meeting. Mr Wallace thanked her on behalf of the Governors.</p> <p><b>2. Minutes of previous meeting</b> Parent Governor vacancy has now been filled and she will be allocated a committee at the full Governors meeting.</p> <p>Item 4 The school will not have a Pupil premium teacher from September as she will be leaving at the end of the summer term, the vacancy will be advertised next term.</p> <p>The PE apprentice is no longer in place but the school will be recruiting a new one and interviews will take place later on in the summer term.</p> <p>Minutes were approved and sign.</p> <p><b>3. Progress through the School Improvement Plan</b> Standards - The attainment expectations predicted last year were slightly higher than where we are this year. The assessments will take place later in the year. Writing - afterschool tuition has been positive and helped pupils, targets have been met. Progress and achievement - The school is maintaining this. Attendance - at the end of May 15 it was 96.38% so we are very close to our target and the school is one of the best schools in the area for attendance. Assessment – The new system is in place and the school have a new report format for parents, meetings have been held to inform parents of the new system by Mrs Francis. Trust work has also taken place and this has been recognised by the local authority. Learning and Teaching – Improvements in Music are a focus area, an external piano teacher was in place, all staff have been trained in music by a specialist, and further work will take place next year. ICT – The schools new technician has been really positive, the equipment is working well and it is making ICT a better experience for the children.</p>	
--	--

Quality of Teaching – This is currently an area of concern due to 3 members of staff being on maternity leave, our standards here have dropped, cover has been found with a lot of additional support for those teachers here on short term contracts and supply. Although last minute changes with maternity leave has had a huge impact on the quality of teaching. The level of notice that an individual has to give for maternity leave is only 3 weeks which is causing problems with covering teaching time tables.

PE – Additional support from volunteer students has helped PE improve. Mrs Korzeniowska commented on the PE homework and praised how good it is and how important it is for the families.

SEN – Extra Ed Phys time has been purchased, precision teaching training for TAs has also been completed with ongoing work from our SENCO has helped make improvements within this area.

Primary Curriculum – This is in place, it's on our website and the teachers are following it. This is currently working really well and the children have maintained the levels of enthusiasm. Joint trust work with the new Curriculum has also taken place.

Informing parents/carers – Parent programmes have taken place Arts and crafts were far more popular than the maths and English parent programmes. More programmes will be run by the parent support worker next year.

Website – new website is up and running it is constantly being updated and worked on to make improvements. The whole schools image is improving.

Care guidance and support - this is still maintaining high levels the learning mentors time has been increased. The Counsellor in place is also really helping the children. The school are able to access extra specialist services through MAST if required.

Premises – the classrooms are not being decorated this summer the toilets will be a focus as they are in need of it. Year 3 and Year 4s classrooms will be painted next year.

Safety – continued H&S training takes place, all staff have now been ladder trained.

#### **4. Quality of teaching report**

This was incorporated with progress update in Item 3.

#### **5. Buildings/H&S update**

There is new flooring in the art room, Year 2, Year 4 and Year 3. Safety painting has been completed, tree lopping has taken place, white plastic light switches have been installed throughout the school, various painting has taken place, and temperature valves are in place to avoid the water being too hot. All of the new signage around the school has been put up and shows a real professional image.

H&S:

Asbestos survey has taken place.

5 year electrical survey is taking place over the summer holidays.

Daily, weekly, monthly H&S checks are also in place.

## **6. Fire drill report**

Fire drill report was provided to Governors; Mrs Francis led the fire drill which was very successful, although a couple of internal doors were not closed. There will be an unannounced Fire drill next.

## **7. Radon monitoring**

Radon monitors were placed around the school to help measure the gas which was directed by public health. Although College road were the only school in Plymouth to take part. An expert visited the school and provided a report which was passed to Governors. The report has been passed to Health and Safety executives. The expert that visited the school kindly did not charge the school. The school will look to put measures in place to reduce the radon. Year 5, Year 6 and Year 1s flooring that is due to be put in place should help reduce the radon. Further testing will take place. It is recommended to do 3 – 5 yearly testing. Further updates will be given to Governors.

## **8. Accidents monitoring**

Only one main incident has happened which is a child backed into the display cabinet and knocked themselves on the barrel lock. This potentially could have been worse. There is now foam covering in place to avoid this happening again.

## **9. Policies:**

- Use of internet

No major changes to the policies.

Both the staff and student policies were approved and signed.

- mobile phones

No major changes to the policies.

Policy approved and signed.

## **10. Business brought forward by the chair**

No business brought forward.

The meeting ended at 4.40pm.

Date of next meeting: 22<sup>nd</sup> October 2015