

**College Road Primary School  
Learning & Environment Committee Meeting  
Autumn Term Thursday 22<sup>nd</sup> October 2015 – 3.45pm**

**Present:**

Mr K Finch (Chair)  
Mr J Wallace (Headteacher)  
Mrs L Clements  
Mrs J Wain  
Mrs U Korzeniowska  
Mrs V Eccles  
Mrs S Brown (Clerk)  
Also present Mrs C Francis-McLeod (Deputy Headteacher)

**Action**

<p><b>1. Apologies for absence</b> None</p> <p><b>2. Minutes of previous meeting</b> Mr Finch was elected by Mrs Wain which was second by Mrs Clements, the position was accepted.</p> <p><b>3. Elect Chair</b> Mrs Eccles was welcomed to the L&amp;E committee.</p> <p>Item 2 – Pupil Premium teacher to return to work 9 November, the position has been filled by a returning member of staff from maternity leave. A PE Apprentice has been appointed who has made an excellent start.</p> <p>Radon – The results have come back lower than the previous report, it is currently being measured until January 2016 so a further update will be received. Parents and children will be able to see the radon detectors and learn how they work during radon awareness week in November. Mr Wallace suggested Governors write to David Lendon to thank him for his work with the school.</p> <p>Minutes were approved and sign.</p> <p><b>4. Review works carried out</b> Children’s toilets have been repainted and repaired over the summer. The flooring is now complete in all areas. Building Project – Mr Wallace briefed Governors on the upcoming building project for an ECO building on the corner of the schools playground. Space within the school is extremely limited so this building will be used as a library, area for additional teaching as well as a Community space for local groups, organisations and charity’s to use for work within the community. The library space will also be reconfigured to have a reception area and make better use of the space for teaching.</p> <p><b>5. Health and Safety report</b> H&amp;S – all associated work is being complied with. Accident reporting has a routine which is being followed by all. There were 2 incidents one involving glass, the other involved another child picking up the other and dropping him over his shoulder. Fire Drill – Report was given to Governors with a good length of time for the evacuation.</p>	
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**6. Report on standards & achievement**

A data report was produced for Governors. The results from last year are the best set of results which have ever been achieved by the school. The year 6 reading results placed the school in the top 30%, maths in the top 40% and writing in the top 60%.

Improvements in Year 1 phonics, EYFS and Year 2.

SATs results were also provided in comparison to national results.

Age Related Expectation (maths, reading and writing) results are a measurement but without any benchmarking.

**7. Progress through school improvement plan**

Organisation – Premises, new flues have been installed to help operate the boiler. ICT suite is now more comfortable as a cooler has been installed.

Reconstitution – See separate minutes.

**8. Review of school lunches**

School lunches are really positive, there is a new menu starting after half term, currently serving 140 school lunches.

KS1 parents are being encouraged to complete the paperwork for Free School Meals as well as the Universal Infant Free School Meals.

Breakfast club numbers are also rising.

**9. Policies**

None to be reviewed.

**10. Curriculum report - English**

Mrs Francis-McLeod reported that English is a school priority with writing as a focus. Purpose for writing is regularly done. All Teaching and Teaching Assistants have been trained in talk for writing which helps inspire children to write in various ways. This motivates and inspires children and builds their writing skills in a fun way.

Moderation is regularly done by the SLT to ensure progress and standards are being met. This is done across the Trust.

Roald Dahl day, world book day and poetry day also take place.

Theatre Alibi visit and the Devonport playhouse show happen yearly.

Spelling, grammar and punctuation will be a focus within teaching and learning. Further training for TAs will take place led by Mrs Francis-McLeod.

**11. Business brought forward by the chair**

None

The meeting ended at 4.55pm.

Date of next meeting: 25<sup>th</sup> February 2016