

**College Road Primary School
Learning & Environment Committee Meeting
Summer Term Thursday 23rd June – 3.45pm**

Present:

Mr J Wallace (Headteacher)
Mrs L Clements
Mrs J Wain
Mrs V Eccles
Mrs S Brown (Clerk)
Mrs C Francis-McLeod (Deputy Headteacher)

Action

MINUTES	
<p>1. Apologies for absence None Meeting was chaired by Mrs Wain.</p> <p>2. Minutes of previous meeting Health and safety – defib training has taken place and radon policy is complete. Maths – Easter Eggstravaganza was a success. Parent assessment guides were provided by Mrs Francis. Minutes were approved and signed.</p> <p>3. Progress through the School Improvement Plan Standards & Progress – Rates of progress 85% of children are making progress and we are on track. The target of 85% of children to meet expected standard will not be met. Final assessments are not yet complete. This is due to not knowing what the expected standard was when targets were set. Attendance – The school met the end of term 4 target, we have one of the best attendance records in the Plymouth. Persistent absence is a problem at present. Overall attendance rate is good. Contributions to the local area – These are as positive as they were before. Learning & Teaching – A successful music programme of staff training was completed. Music specialists have visited to work with the teachers. The standard of music has risen. 12 children from Year 4 have been chosen for free Ukulele lessons in the new school term. We held a music day and lots of parents visited to take part. Quality of teaching - 88% of the teaching is consistently good and mostly 95% good within the school. Spiritual and cultural – Ongoing improvements will be included in next year's school improvement plan. Gifted and talented – SWPET G&T programme is 80% complete and it has been very exciting. China – We are still teaching mandarin and there are only 2 primary schools in Plymouth teaching it. We still have a Chinese language assistant, a regular Chinese club takes</p>	

<p>place, there is a Mandarin page on the school website, we are in contact with the school in China sharing work. A school magazine is being put together to send to China. 12 Chinese children are visiting from the partner school at the end of the summer term. A new Chinese language assistant has joined and is in place for the next 2 years.</p> <p>Organisation – involving and informing parents and carers. Maths page on website, maths workshops offered but no take up.</p> <p>Safety of premises – no patterns of accidents, 1 member of staff had a minor accident. Mr Head (Governor) has reviewed our H&S and he was very impressed with our records and procedures.</p> <p>Health & PE – Fairtrade award has been gained, external visitors have come, although we are currently without a PE apprentice the quality of PE has been maintained by other members of staff working to cover it.</p> <p>4. Quality of teaching report Update given at item 3.</p> <p>5. Buildings/H&S update Defib has been purchased and training is now complete. We are compliant with all H&S procedures.</p> <p>6. Eco Building project update We have received site visits from companies and chosen a supplier after quotes were received and discussed at the Personnel and Finance committee meeting held earlier in June. Order has been placed, after the plan for the building was presented to Governors. Bid writing is currently taking place.</p> <p>7. Fire drill report Unannounced fire drill was really successful. A report was passed to Governors.</p> <p>8. Accidents monitoring Update given at item 3</p> <p>9. Policies:</p> <ul style="list-style-type: none"> • Use of internet (Pupil and Staff versions) Mrs Wain has raised her concerns about Britain first on the internet. Mr Wallace informed Mrs Wain that all staff sign an agreement about understanding their responsibilities as a member of staff. The school also has a filtering service. Policy signed and approved. • Mobile phones Policy signed and approved. 	<p>JW to seek advice & report to Mrs Wain.</p>
---	--

<ul style="list-style-type: none"> • Health & Safety Policy signed and approved. • Radon Policy This is a new policy produced with the help of our radon advisor Mr Lenden. Policy signed and approved. <p>10. Business brought forward by the chair</p> <p>None</p> <p>The meeting ended at 4.55pm</p>	
<p>Date of next meeting: 20th October 2016</p>	