

**College Road Primary School
Learning & Environment Committee Meeting
Spring Term Thursday 22nd February 2018 – 3.45pm**

Present:

Mrs J Wain (Chair L&E)
Mr J Wallace
Mrs D Mitrache
Mrs V Eccles
Mrs L Clements
Mrs S Brown (Clerk)
Mrs C Francis-McLeod (Deputy Headteacher)
Also present: Mrs L Dinham and Mr J Warwick

Action

MINUTES	
<p>1. Apologies for absence None.</p> <p>2. Minutes of previous meeting The incident in the kitchen was reported to CaterED and they have looked at their reporting procedures for faulty equipment.</p> <p>3. Report on Standards, Writing (Mrs Francis) Mrs Francis briefed Governors on data. Data tables were provided in advance. Attention was drawn to Year 1 and the difficult transition from Foundation to Year 1 as well as some high SEN needs, which staff are aware of. Year 5 progress has reduced, additional writing interventions are being implemented. A report on writing assessment was produced which shows what the school staff can do to get the children to ARE. This report looks at children across the whole school, and also includes a pupil premium breakdown. The report shows the actions currently in place to support the children that are 1+ point below ARE. Spelling has been identified as an area to improve, SLT are looking at spelling programmes to support. Mrs Eccles asked if spelling memory games is still being used, which Mrs Francis confirmed is still actively ongoing. From the OFSTED inspection the inspector confirmed grammar was being used correctly and was very positive.</p> <p>4. Values based Education brief (Mrs Francis & Mrs Dinham) Mrs Dinham and Mrs Francis provided a handout to Governors and provided a brief and overview. Both staff visited a VBE school in London this week that had been awarded the 2nd tier of VBE. Dr Neil Hawkes from VBE is due to visit on the 16th April NPD which Governors are invited to attend. St Andrews school in Plymouth will also be working with us. College Road will look to teach and roll out a VBE programme which Mrs Dinham and Mrs Francis will lead. This will be a 2 year rolling programme with 22 values. Each month will introduce different values, teaching will be based around the different values, which will be publicised each month what the values are. We will aim to adopt the values in everyday life in school and at home. The values will be promoted by every adult within the school, and the school will encourage parents to participate and promote. The impact will be for children to be more self-aware, understand</p>	

importance of values, and help in home life.
Governors will be given the opportunity to choose their top 5 values to help collate the final 22 values.
Mrs Dinham and Mrs Francis were thanked for their hard work and the presentation.

5. Health & Safety update

H&S inspections for boiler, gas, water have been complete and are included on the termly overview. Fire drill report which included an evacuation to the park, the children were very well behaved.
Fire service spot check took place recently, we received a letter from the fire service confirming we had passed.
Mrs Eccles asked for a radon update, which Mr Wallace provided and explained we are compliant and up to date

6. Progress through the School Improvement Plan

Attainment – trying to get 85% of children to writing, maths and reading. There is progress, it is still below 75% due to writing. Foundation were at a particularly low level. Progress issues from the previous Year 4 now Year 5 have been addressed.
Spelling programme now in place with words for each week.
Application of maths skills and knowledge, OFSTED recognised that this progress was very positive.
Progress – termly progress table was produced to show the progress that has been made.
Attendance - 95.93% at the end of January which is below the 96% but significantly higher than national average, the EWO has said it is extremely good compared to schools across Plymouth.
Learning and Teaching – quality of learning and resilience, relates to the rates of progress and monitoring of learning logs.
Peer co coaching and mentoring in school to focus on spelling and handwriting for staff, this is now complete. Teaching within the school is at 100% good or outstanding.
Organisation care guidance and support – maintaining MAST service, but due to the LA budget cuts which are due, the grant for the Excellence Cluster support has been reduced and funding will stop, the Excellence Cluster have increased their costs by over 100% which means we have had to make changes and potentially cut the support we receive. Governors would like to write to MP's to raise their concerns. Mr Wallace will assist Governors with some wording. Luke Pollard is fully aware of the situation. Mr Wallace and some other schools have written letters raising their concerns.
Compost bins are now in place and being used.
Playground activity is still being decided by the school council.
Afterschool club – numbers have increased the hours of operation have been cut down but now only making a small loss.
Statutory assessment projections were provided for the end of this year.

7. Review premises improvements – walk round

No major areas to show, ongoing work has taken place.

8. Predicted outcomes for cohorts and groups in the school

Covered in item 6.

<p>9. Policies:</p> <ul style="list-style-type: none"> • Collective Worship • SEN • Home school agreement <p>All of the above policies were approved by Governors and signed by Chair of committee.</p> <p>10. Business brought forward by chair</p> <p>The City Council and school have now completed the public consultation relating to school admission arrangements applicable to the 2019/2020 academic year for College Road Primary School and no responses were received.</p> <p>Governors formally agreed that Plymouth City Councils admissions department will handle admissions arrangements for 2019/2020 for College Road Primary School, and agreed the admission arrangements as detailed for 2019/2010.</p> <p>Governors wished to express their appreciation and thanks to all the staff at College Road for their hard work and dedication during the recent OFSTED visit.</p> <p>The meeting ended at 5.10pm</p>	
<p>Date of next meeting: 21st June 2018</p>	