

St Alban's Catholic Primary School

Minutes of the meeting of the Governing Body held in the school
at 6.30 p.m. on Thursday 11 July 2013

No. 2012-2013-4

Present: Joanne Coward (JC, chair), Mgr Peter Leeming (PL), Sally Livesey (SL), Barbara Lucesoli (BL), Joseph McCrossan (JMcC), Mary Meakin (MM), John Moore (JMo), Janet Muir (JMu), Jo Wager (JW), Rachael Beale (RB, clerk)

Staff: Miss Eden, Miss Swindell, Mrs Leslie

Apologies: Mark Broadbent, Graham Hughes, Sarah Slattery

1. Year 5 'Make IT Happy'

Frances, Mia, Reyati and Anastasia from Year 5 discussed their presentation on IT safety, 'Perfect Passwords', and their trip to London for the awards ceremony. The girls were East Anglian winners and won £1200 for the school.

2. To confirm the minutes of the meeting of Thursday 2 May 2013

Confirmed.

3. Matters Arising

No formal complaint has been submitted regarding the Ombudsman as its powers have ended.

4. Curriculum presentations

Mrs Leslie explained the school's preparations for the compulsory requirements for MFL in 2014. Heinemann's 'Tous Le Monde' books are being used for KS2, while simpler vocabulary basics, tied in with topic work, are being used for KS1. Miss Schofield is teaching KS1 while Mrs Leslie has been covering KS2, to allow other teachers to become familiar with the techniques. Mrs Leslie is also exploring opportunities for exchanges with a French school.

JMcC presented highlights of the curriculum reports (circulated before the meeting via email). Black History Month, the Faith Walks, the Human Rights Walk, Science Walk and other educational visits have all been very successful.

In Performing Arts, Cambridgeshire Music lessons are starting next term. The Italian evening was very popular, and productions have been very successful. Mrs Brandon is also making the most of the school's technology resources (music studio and iPads). Could the school make closer links with OLEM regarding the liturgical music used at mass and in school?

ACTION: JMcC to explore the possibility of refreshing the music used in school, and to expand the repertoire.

ICT was not taught discretely as a subject during Miss Schofield's maternity leave, but targets were put in place to work towards. The school is recognised as excelling in IT, and receives interest from practitioners from outside. St Alban's has joined the

Computing At School group; Miss Schofield and JMcC met Simon Peyton-Jones. A significant investment has been made in hardware. JMcC also particularly thanked Mr Mellish for his work in IT support.

The school has received a grant to develop the quality of teaching and learning, some of which has been used to attend sports festivals, and to support an expert teacher coming into the school. Netball coaching has been particularly successful. Y4 were the city tennis champions in the City Youth Games.

JC asked JMcC to convey thanks from the GB to the teaching staff.

5. Data

JMcC thanked Miss Eden, Miss Swindell and JM for pulling together SATs and Foundation data in time for the meeting. Unvalidated, raw results were presented, not detailed analysis and action plans. The results will be examined in more detail at the Performance & Standards committee meeting in the autumn term.

The new Early Years curriculum began in September. 10 out of 30 children achieved 'good' development (against the 41% benchmark set by the pilot study; other schools have performed less well than St Alban's). The class has a very high level of EAL. A (non-statutory) baseline assessment was also conducted at the start of the year, which demonstrates that good progress has been made; the 'good' level of development is therefore not a true reflection of what has been achieved.

Overall achievement at KS1 is the same, although progress is less good than last year.

At KS2, out of 29 children, 4 were SEN, 1 had a statement and 1 had health problems. Only 23 results were from children who were at St Alban's in KS1 (to indicate progress). 3 children from Spain were entered for maths, but not for reading. The Spelling, Punctuation and Grammar test will be a focus for next year, with new resources and weekly lessons; information has been very sparse this year. 1-to-1 support was provided for 4 children in Maths, and for 1 in reading, with 8 children in 'booster' groups from February. JM particularly thanked Mrs Underwood. The reading test results were very surprising, and the school had begun to investigate the reading papers. The reading threshold for Level 5 was also raised to 36 (a 3-point increase). Maths has been a big focus at the school, and the SPAG test has also occupied a lot of time. This year's results show a dip in performance, although St Alban's is still well above the national average.

The school has been focusing on vulnerable groups (those who need support to make 2 levels of progress) and also Gifted & Talented children, with a view to measuring the benefit and value of specific interventions such as booster groups, 1-to-1s, etc. Performance is tracked via the SIMS database. Different cuts of the data will also be possible via the school assessment database (not on SIMS). EAL is a concern across all year groups. Intervention in KS1 has a good success rate; also in Y5 and Y6. The school is aiming for more consistent support in Y3 and Y4, and to support programmes that have been successful; it is purchasing more Numicon resources for in-class use.

The pupil premium is based on the number of the children who actively claim free school meals (not just those who are eligible). This is a very small number at St Alban's. £10.8k has been spent this year, and itemised by JMcC to demonstrate that it has been spent improving conditions for the children for which it is intended.

6. Headteacher's Report

The report was circulated via email ahead of the meeting; JMcC presented highlights. The school is working to fill places for September (currently projected to be 4 short of capacity). Reception entry will be staggered over 4 weeks. Attendance was 96% compared to a target of 95.8. There were 2 cases of 'persistent absence' (below 80%), for medical reasons. A TAC (team around the child) meeting was arranged to ensure the correct agencies were kept informed. Two playground injuries have resulted in complaint forms being issued, but no formal complaints have yet been made. Maths workshops went well, and class observations have been good. The Y3 jobshare teacher is going on maternity leave but will work for two weeks in September to cover recruitment. The school is pursuing various options to identify new candidates. The diocesan investigations into primary provision are currently on hold; the diocese has now also been provided with baptismal statistics. Mrs Saul, Mrs Wager and Ms Lundy have worked hard to support an inexperienced committee to keep the PFA running. The school was recently 'school of the week' on BBC Radio Cambridgeshire.

7. Feedback from P&S Committee

The committee reviewed 3 school policies: teaching and learning, marking, and homework. They looked at entitlement, and plan to organise a new set of monitoring visits next year. They discussed the Extended Day; new afterschool clubs are being organised for the autumn term. The school has been offered an 8-week pilot of Latin teaching for children in Y5.

8. Child Protection Review

The annual audit of policy, training and systems relating to child protection, following an LA template, was conducted by MM and presented to the FGB. JMcC will be attending 2-year renewal training in September. JC thanked MM for her work.

9. Governor vacancies and succession planning

At present there is 1 governor vacancy, which will rise to 2 by this time next year. JC cannot be re-elected, under diocesan rules, and GH has indicated his intention to step down. BL's term also expires at the end of August; she will not seek renewal as she is leaving Cambridge. MM and WM have been appointed vice-chairs of the P&S committee to ensure continuity; this should also be done for resources. MB would like to discuss this at the first meeting of the autumn term.

10. Feedback from Governing Body self-audit

The self-audit was conducted by SL, MB and WM. There were a few areas in which the team felt the GB could improve its knowledge and monitoring in order to improve decision-making, but no areas of great concern.

It was agreed to investigate whether SL had been allocated an area of entitlement to monitor.

11. AOB

Next meeting: Thursday 19 September 2013.