

CARLTON PRIMARY SCHOOL SCHOOL IMPROVEMENT COMMITTEE

**Draft Minutes of the School Improvement Committee
held on Tuesday 14th March 2017 at 5.30pm**

Attendance:

Marianne Pringot – Chair
 Noella Bello-Castro
 Hugh Graham - absent
 Jacqueline Phelan - absent
 Mandi Howells - absent
 Jess Wren
 Anu Manthri

Others Present:

Flossie Del Santo – Governor Support Clerk

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| 1. | APOLOGIES FOR ABSENCE | Action |
| 1.1 | Welcome made to Anu new Co-Opted Governor Apologies for absence were received in advance of the meeting from Mrs Phelan and Mrs Howells, Mr Graham and Bryce ,Parent Governor. | |
| 2. | DECLARATION OF INTERESTS IN RESPECT OF ITEMS ON THE AGENDA | Action |
| 2.1 | There were no declarations of interests. | |
| 3. | MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING ON TUESDAY 17th January 2017 | Action |
| 3.1 | Matters Arising All actions were completed or are on the agenda. SEN - Ms Bello Castro noted this was the last year of the national P levels. She will be setting a date to meet with the SENCO and will email the Committee if anything new arises before the next meeting. The minutes were agreed as accurate and signed by the Chair. | |
| 4. | EARLY YEARS REPORT | Action |
| 4.1 | The Chair reported Reading and Numeracy observations were held in the Early Years. The EYFS scores were higher than in the previous year 2015-16. A meeting would be held with the Early Years teachers and the next steps would be agreed. Ms Bello-Castro reported Early Years could have stronger links with the governing | |

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| 4.2 | body. She suggested an Early Years named governor who would attend meetings termly with the EYFS lead. Anu agreed to be the link governor and would also review the impact on the school of the Nursery funding changes. | |
| 4.3 | The Chair reported she attended a meeting at Haverstock School for a parent led meeting, 'Fair Funding for All Schools'. She noted it would be a good group for Carlton parents to join as has a wider reach to raise issues of the Fair Funding Review. The meetings are held at different schools in the cluster and the group has met with MPs, leafleted and wrote letters. | |
| 5. | SCHOOL POLICY CYCLE | Action |
| 5.1 | Building Learning Power Policy was being updated and was embedded in all year groups. The Literacy Policy has been reviewed and the updates in the policy have been highlighted and would be emailed to the Committee. Action: The Curriculum Policy would be reviewed at the next meeting. | |
| 6. | SAFEGUARDING UPDATE | Action |
| 6.1 | Ms Wren, the Safeguarding Lead Governor reported she had reviewed the Single Central Register held in the office. The Site Manager also checked the register. All notified gaps were added to the action plan and Mary will action. In future the register would be signed and dated after each review or update. It was noted this system was already in place for the DBS checks which was signed off after each new entry. Mary, Ms Howells the Lead Safeguarding Officer at the School and Ms Wren all agreed the systems were robust. | |
| 7. | RAISE ON LINE DATA DASHBOARD TRAINING | Action |
| 7.1 | Kelly Ann Wray held Raise Online Data Dashboard Training for the Committee. She explained it was an Ofsted tool and was used by inspectors to prepare for inspections. Unvalidated dashboards are produced in October and validated in January after the schools comment. | |
| 7.2 | The dashboard is also a useful tool for governors to use to support setting priorities and triangulation. The Year 6 scores in the reports were for the previous year. The school governors should know what was happening with the current Year 6 progress to ARE. | |
| 7.3 | The Dashboard 2016 was the first year of the new SATs exams; a 3-year pattern was made by looking at steps of progress. In 2017-18 a new format would be used, the DfE will produce a version. The draft format will be circulated in April/May and the unvalidated dashboard will be circulated in November 2017. | |
| 7.4 | The LA sends the test results and TA assessments to Raise Online. The Inspection Dashboard included; <ul style="list-style-type: none"> • A summary of strengths and weaknesses in 2016 for KS1 and KS2. • Progress and attainment based on the Yr2 and Yr 6 2016 SATs to national | |

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| 7.5 | <p>averages in Reading, Writing and Maths.</p> <ul style="list-style-type: none"> • Results broken down by All pupils, Disadvantaged Pupils and other pupils, Girls and Boys, FSM, SEN groups. • Attainment scores in Phonics, Grammar, Punctuation, Spelling, and Science were also recorded. • Early Years Foundation Stage Profile • Data on absence and persistent absence, exclusions, and permanent exclusions. • Context of the school by ethnicity, prior attainment, girls, EAL, FSM and SEN. <p>The Committee noted;</p> <ul style="list-style-type: none"> • 80% of the Disadvantaged children at Carlton had low Reading, Writing and Maths scores. • Summaries by boy, girl, SEN, SEN with EHC Plan or Statements were noted as low attainment. • KS1 subject to subject comparisons showed emerging areas of weaknesses for middle attainers. | |
| 8. | ANY OTHER BUSINESS | Action |
| 8.1 | <p>Ms Bello-Castro noted an action to review the SEN information on the website. The information report and details of the SEN/D provision at the school were updated. It would be useful if a governor could review the website as a parent. Would they be able find the information they needed for their child?</p> <p>Action: Anu to review the SEND information on the website as a 'parent'.</p> | |
| 9. | CONFIDENTIAL ITEMS | Action |
| 9.1 | There were none | |
| 10. | DATE OF FUTURE COMMITTEE MEETING | Action |
| 10.1 | Tuesday 11th July 2017 | |

There being no further matters to discuss, the Chair thanked those present for attending and closed the meeting at 7.40pm.

Signed:  Date: 12/5/2017

Marianne Pringot, Chair of Carlton Governors' School Improvement Committee