

## **Pupil Progress Meeting**

**18<sup>th</sup> January 2022**

**3.45 pm**

**By Teams**

Present: Barbara Wallis (BW)  
Duncan Priestley (DP)  
Susan Pattinson (SP)  
Sylvia Evans (SE)  
Anna Lea (AL)  
Clerk (AC)

1. **Apologies:** Cleo Cunningham from the Carlisle Diocese was due to attend to support the new Governors in the Pupil Progress meetings but she was unable to attend because of personal reasons. Her apology was accepted.
2. **Chair:** John Walton was Chair of this Committee when it last met and has since resigned. As a result, BW proposed to Chair this meeting. All other members had been emailed to ask if this would cause any issue and no replies had been received. All members were in favour of BW being Chair for this meeting at the time of the meeting.
3. **Declaration of interest:** None
4. **Welcome of New Governors:** BW offered a warm welcome to Sylvia and Anna. BW confirmed that Sylvia's appointment had been approved during the Autumn Term and Anna's had been approved last week. SE had offered to take over the responsibility of Pupil Progress Chair but it was felt unfair to ask her to Chair the initial meeting and, also, her appointment has to be voted on at the FGB.
5. **Minutes from last meeting:** The minutes were accepted by all.
6. **Matters arising:** BW proposed to reverse items 7 and 8 from the Agenda to allow DP to pass on information about Pupil Progress before BW asked questioned on the SDP and SEF. It was agreed that this would make good sense.

## **7. Policies to ratify:**

### **Governor Monitoring Visits:**

This policy has been updated and a redrafted Governor Monitoring Sheet has been produced. BW questioned DP about monitoring of subject areas by Governors in pairs. It was agreed that this would be scheduled for discussion at the forthcoming FGB. DP highlighted the importance of completing the prop forma for each visit. It was hoped that the Governors would be able to promote discussion, in perhaps layman's terms, with the teacher, to facilitate reflection and improve standards. BW questioned who signed the form as, previously, it had been signed by the Headteacher and now it stated Teacher. DP confirmed that he felt it was inappropriate for him to sign on behalf of other teachers and in future the relevant teacher would sign the form along with the Governor.

The Policy was accepted by all.

### **SEN and Disability:**

DP confirmed that the policy had been updated May 2021 and the next review was. Nov 2022.

### **Collective Worship:**

The Policy has been re-written in July 2021. BW questioned if the statement in Resources, page 2 of the policy regarding '*Simply Collective Worship*' resource. This resource was due to be reviewed in September 2021.

This resource had proven unsuitable and has been rejected for future use. DP agreed to delete this element and forward an amended version to AC. This has now been done and a new version has been distributed to Pupil Progress Committee members.

BW noted that there was an indication that the School should have a Foundation Governor responsible for Collective Worship and that Governors should be observing Collective Worship. Governors would be welcome to arrange to visit school to observe Collective Worship. A list of dates for possible times for observation of the Collective Worship at key festivals was to be circulated to all Governors. This would be done using the Friday School Bulletin and DP was to check that all Governors were on the distribution list. As there is no replacement for Stuart Fyfe likely to be in place in the near future, it was agreed that time at the next FGB would be scheduled to discuss possibilities of new mentors for Collective Worship.

(Since the meeting DMcC has volunteered to take on Collective Worship responsibility alongside her Church link role,)

BW asked how long Collective Worship took. SP confirmed that it was expected to be between 20 and 25 minutes.

It was agreed the Policy would be ratified on completion of the relevant alterations.

(A copy of the amended Policy has now been circulated and all Governors are happy with the policy.)

8. **Pupil Progress:** SP confirmed the Nursery student was doing well and expected to meet the Early Learning Goal. Also, 2 reception students were doing well and, hopefully, would achieve the Early Learning Goal too.

DP advised new Governors of the Schools use of a progress grid to monitor individual's progress. Someone in Year 5 would be on target if they achieved a level of 5:2. The 2 being expected target after two half-terms of learning. DP confirmed it had been a difficult time with various lockdowns interrupting the learning. There was evidence that some students were below target had found it difficult to work at home. The overall impression was that progress overall was good in maths and reading and progress was being made in writing but not quite to the level of the other two areas.

**Pupil Premium:**

The school has one pupil entitled to Pupil Premium assistance. This student has been assisted with a laptop for home study and improving engagement. Details of how the Pupil Premium funds can be found on the School website.

**SEN:**

It was noted that the School seems to have quite a few SEN pupils. DP explained that as a small school fluctuations can have a big effect. It is just circumstances that have led to some of the new pupils to the School being SEN pupils and the School has not traditionally had more than the national Average. The SEN students were supported using Recovery Funding, as well as some other students with dyslexic tendencies, with intervention sessions. DP confirmed that these sessions were never meant to be long term and, whilst SEN support will continue, felt that it was vital that all students spent as much time as possible in the main class to access the broad curriculum on offer.

**Looked After Children:**

There are currently no looked after children in the School.

**More Able:**

There is evidence that some of the more able students were making good progress.

Many of the students were discussed, using the anonymous numbering system, and the Governors were confident that the School was considerate of individual needs and then providing for each need appropriately.

Lexia continues to be well utilised. This is an online program that supports the teaching of Phonics, Reading and Spelling. BW asked if DP would recommend renewing the subscription in due course and DP replied that he likes Lexia and that the subscription is a good use of funds. He particularly liked the independent learning aspects and the availability for students to learn at home.

A final consideration to have Academic targets as a standing item on one Pupil Progress Meeting each year, indicated that the September/October meeting would be the most appropriate time for this. This links in with a proposed Annual Cycle of Agendas which is to be discussed at the forthcoming FGB.

9. **SDP:** BW asked about School Visits. DP told the Committee that the organisation of visits was not rigid. The visits linked in with major topics being taught. Class 2, for example, was on a 4 Year cycle to prevent topics being covered twice by the students attending this class for the whole of the cycle, meant he know when the visits should be arranged. COVID had impacted on these visits. BW felt that post-COVID may be a time when these visits were especially important and DP agreed to formulate a 2 Year plan with some proposed dates for possible trips. It was recognised that it is very difficult to be precise with this as there are so many factors that can influence trips, bus and venue availability, for example. Also, opportunities can arise at short notice and the School would often take advantage of these opportunities. The list, however, would allow the Governors to have an opportunity to plan for any monitoring visits. The Friday Bulletin is a useful source of information about forthcoming events, including School Trips.

Some events for the Arts Action Plan were coming up. The proposed event had been discussed at the recent Staff Meeting and the Wednesday's Arts Club coordinator was preparing an Arts Extravaganza. More details including time and dates would be available soon.

(The Arts Extravaganza is now being delayed from March 2022. New dates will be circulated, when available.)

DP updated on how Improving Attendance was going. Generally attendance was good but intervention with one student has been required. The child in question has 67% attendance compared to the National Expectation of 95% and the Local Authority had intervened and contacted parents regarding this matter.

SP reported that progress was being made with improving the use of the outside area at the School as builders were coming the next day, 19 January 2022, to look at what could be done. SP knows what is required and will liaise with builders to see if these aims are achievable. It is likely to take time as builders are busy, a second tender will be required and the Resources Committee will have to approve the works and appropriate finance.

A discussion of the School Roll confirmed that prospects look good for the future. DP had asked JC to attend the local Toddlers Group to help and be available to answer questions about the School. This has been a success and it was revealed that some parents were considering using Crosby Ravensworth Primary School who live outside the area. AL helps run the Toddler Group confirmed that 12 to 15 toddlers attend the group and these all could be prospective pupils for the School. A Facebook Video about the School had been well received and was said to paint the School in a positive light and as being genuine and sincere.

It was accepted that nothing could be relied upon definitely until the pupils arrived at the School but a good deal was being done to advertise the school and all pointers for the future looked good. DP confirmed that the School continues to be open, willing to listen and meet requirements whenever possible.

10. **SEF:** BW asked about the 4 Year Curriculum Development Cycle. DP explained the theory: The topics are cycled over 4 years so no student present for the duration will cover any topic twice. DP also commented, when questioned by BW, that differentiation between Year 3 and Year 6 was a challenge.
11. **Safeguarding:** DP welcomed SE as the Governor with responsibility in this area. He confirmed that he had forwarded a huge amount of information to SE. SE confirmed that she was working through the information. She also confirmed that Level 1 Safeguarding Certificate had been completed and Level 2 was in the process of being completed.
- A Safeguarding Audit has been arranged with Kym Allen.
12. **Online Safety:** SP confirmed that there had been Online Safety training for Staff. An Internet Safety Day was coming up. Pupils would be asked to complete a questionnaire to establish understanding of Online Safety and to guide further actions. An Online Safety Audit would be completed soon. There were no concerns to be raised.
13. **Any other business:** None.
14. **Dates for the next meeting:** AC confirmed that the dates for the next meeting were scheduled to be discussed at the next FGB. The proposed date in the meantime are:

**Summer Term 2021-2022**

**Resources Committee**

**Pupil Progress Committee**

**Full Governing Board**

Friday, 20th May 2022 at 1300 hours

Tuesday, 24th May 2022 at 1545 hours

Wednesday, 8th June 2022 at 1545 hours

**The meeting closed at 5.20pm**