

Minutes of the Morley Memorial Learning Committee

15 December 2014

Attendance: Julie Gawthroe (JG)
Michael Catchpool (Head)
Nicky Odgers (NO)
Melissa Ward (MW)
Rachel Calder (RC) (Chair)
Emma Linney (EL) (Clerk)

Apologies: Antony Carpen (AC)
Larissa Athey (LA)

	Notes	Actions
1.	Apologies Apologies for absence were received and accepted from LA. AC did not attend.	
2.	Notice of AOB None.	
3.	Declaration of interests None.	
4.	Minutes of the last meeting, 30 June (circulated) and matters arising The minutes were agreed as a true record.	Clerk – check behaviour principles went to FGB after June’s meeting
5.	Appoint chair and vice chair The Committee appointed RC as Chair and NO as Vice Chair.	

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	NO also gave an update on GB membership and size.	
6.	<p>Terms of Reference (circulated)</p> <p>The terms of reference were agreed without amendment, although it was noted that the section on current membership required updating.</p>	Clerk – update committee membership
7.	<p>RAP 2014-15 (circulated)</p> <p>Target 1: To embed and deliver a consistent curriculum</p> <p>The Head provided an update.</p> <ul style="list-style-type: none"> - A long term plan and scheme of work is now in place for each subject. - Subject Leaders are delivering Inset to go through these and provide support for teachers delivering them. SLs have also completed action plans. - The numeracy curriculum is now on the school website for parents, and on most year group pages too. <p>A GB asked what the impact of these actions had been. Head: Teachers are able to better plan for their lessons to ensure that areas of learning fall within the correct year group to avoid repetition, and that children are ready for the next academic year.</p> <p>A GB asked about progress in Computing. Head: The SL has completed an action plan. There will be an issue around resourcing, especially software, and more reliable laptops. This will be raised with the Resources Committee when appropriate.</p> <p>A GB asked if teachers were confident with the new emphasis on programming. Head: Kathy Wright started work on this 18 months ago and has been supporting teachers, who are now confidently delivering the curriculum. Code Club extends this learning for pupils. A representative from ARM worked with last year’s Y6 and while this is not continuing this academic year, resources are available</p>	

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	<p>for Y6 teachers to access.</p> <p>Target 2: To establish a consistent system of assessment compatible with the new ‘no levels’ approach</p> <p>The Head gave an update:</p> <ul style="list-style-type: none"> - For now, assessment continues as before. However, the school is exploring other ways and will need to have a new system in place by the end of the summer term. Cluster schools think it is worth having similar systems because they all feed into the same group of secondary schools. - Levels 2a, b, c will become ‘emerging, meeting, exceeding’. Discussion is needed about how to track and fine-grade pupils under the new system. January’s Inset will look at Target Tracker, which is an alternative to Sims. - One of the alternatives is ‘learning ladders’, which has been trialled in other schools. - The School will shortly form a link with Cambridge University’s ‘Learning without Limits’ research programme, exploring further the idea of growth mindset. This will be important given the huge conceptual leap that will be required to move from fixed to growth mindset. <p>Target 3: To raise achievement in spelling and grammar</p> <p>The Head gave an update:</p> <ul style="list-style-type: none"> - The Deputy Head provided leadership to staff on this, which staff are now using in their planning. - She has also looked at some schemes, and plans to buy into one in the spring term. <p>A GB asked what the impact has been so far.</p> <p>Head: This area is now very high profile across the school. Spellings are going home with children and discrete lessons are now being taught much more than previously.</p> <p>Target 4: To provide support and challenge that is appropriate for all learners by improving the quality of teaching</p> <p>The Head gave an update:</p> <ul style="list-style-type: none"> - Lesson observations have take place and feedback been given to teachers. 	

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	<ul style="list-style-type: none"> - Generic issues have been covered in staff meetings, mainly a lack of clarity about what it is teachers want children to learn during a particular lesson. - The A4A programme is on going; structured conversations have happened. - Phase Leaders have held mentoring sessions with staff, focussing on the areas teachers want to develop. - Phase Leaders have carried out more learning walks than in previous years, including looking at the classroom environment, and have been returning two weeks later to ensure any required changes had been made. - Middle-management training has been accessed through CASSA, including looking at delivering challenging messages, which will help Phase Leaders with performance management during the year. 	
8.	<p>Data – LA and national comparisons (circulated)</p> <p>The Head talked through the latest data, which had been updated to enable national comparisons. He noted that the final, validated report was not due until February.</p> <p>The Chair noted the large number of categories where the school had received ‘significant positive’ scores and asked the Head to pass thanks and congratulations to the staff.</p> <p>The Committee reviewed the data in detail.</p> <ul style="list-style-type: none"> - KS1 boys aren’t doing as well as girls, and the difference at the school is greater than the national difference. However, rates of progress are more equal, and so it would appear that it is the starting points that are the issue. - KS1 EAL are not doing as well as the national average. The Head advised that this was cohort-specific because this was not the case the previous year. It was also noted that there are very small numbers of EAL, FSM, SEN children at the school, which makes reporting difficult. The results of one child can make a huge difference to overall results. - The Head advised the Committee that this year much more robust evidence of written work is being gathered to ensure children’s work is graded correctly to ensure progression rates are accurate. Children are in a stronger position this year than ever before. The School’s LA advisor has noted a 	

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	<p>sustained progression in writing, which is an improvement for the school and should be commended.</p> <ul style="list-style-type: none"> - The Head advised that next steps are to gain more L6 in writing this year. He noted that nationally the figure for L6 reading is zero. 	
9.	<p>School targets 2014-15 (circulated)</p> <p>The Head advised that the latest data was input last week. Data showing progress towards this year's targets would therefore be available at the next meeting.</p>	c/f to next meeting
10.	<p>Pupil attendance figures (circulated)</p> <p>Attendance for the school year 2013-14 was 96.13. The School's target figure is 95%.</p> <p>The Head advised that The Deputy Head had attended a meeting on pupil attendance with cluster schools to try and get some agreement on the approach to authorised/unauthorised absence and that some schools are not following County guidelines. A working party has now been set up, which Kerry will sit on.</p>	
11.	<p>Equality Targets (circulated)</p> <p>The Committee agreed not to make changes to the current targets.</p>	
12.	<p>Parental questionnaire 2014 (summary report circulated)</p> <p>The Committee talked through key issues and improvement opportunities:</p> <ul style="list-style-type: none"> - Bullying: the key difference this year seemed to be that parents didn't always feel that complaints about bullying had been fully dealt with. There was a discussion about the definition of bullying. The Head noted that very little had come to his attention during the year, but that he felt he had always dealt with bullying in an appropriate way. GBs wondered if parents tended to go to class teachers instead. The Head advised the PSHE topic for the autumn term had been bullying. The GB decided 	

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	<p>that work could be done to communicate to parents what the procedure is.</p> <ul style="list-style-type: none"> - More-able children: GBs were disappointed that this appeared still to be an issue. The Head wondered if the issue had been raised by parents purely because it was a point of note in the Ofsted report. Data in fact shows more children achieve L6 than ever before, although this data was not available until after parents had completed the questionnaire. - Handwriting: The Head advised that the Deputy Head is implementing a new scheme for the whole school in the spring term, which would address issues and bring consistency in the teaching and marking of handwriting. - Music: Teachers are using a new on-line resource called 'Charanga Musical School' which has resources in notation, parts, instruments and music appreciation. Charanga has been the focus of an Inset, led by Mrs Moss, and feedback from teachers has been positive. Music is being taught weekly in all year groups. - Sport: GBs felt that more PR was needed around the excellent activities led by Premier Sport every lunchtime which all children from Y1 upwards are able to join in, free of charge. It was noted that the proposed new facilities as part of the building redevelopment work would help immensely, in particular the MUGA. - Languages: The Head advised that an action plan for KS1 was now in place. New whiteboard resources to support the teaching of MFL are also available. The School pays Coleridge for provision in KS2; the new head will pick this up when she starts in January, with a view to deciding if the provision best suits the needs of the school. - Drama: GBs weren't sure what parents wanted to see more of, and wondered if they meant more whole-school productions. The Head advised that certainly drama is used a lot throughout the school as a teaching and learning resource. GBs felt more could be done to communicate this to parents. A section on drama could be added to the website for example, and information could also be expanded in the prospectus. - Communication: It was decided that it would be worthwhile re-running a parent workshop on marking and feedback, as well as putting the code on the website to explain symbols used in children's workbooks. Information on target setting should also be added to the website. GBs also asked for long-term plans for each subject to be adapted for parents and added to the website. It was also felt that the standard letter which goes home to parents of children on the A4A programme could be improved or softened. 	<p>Head – implement changes to website. Run parent workshop on marking and feedback.</p>

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13.	<p>Policy Reviews</p> <p>Behaviour and Discipline: the policy was agreed without amendment and will be reviewed again in two years.</p> <p>Tackling Bullying and SRE: MW (PSHE subject leader) advised that she would like to make some additional changes to these policies. It was agreed to bring them both to the next meeting.</p> <p>Gifted and Talented: This was agreed, but GBs asked to see it again in the summer term when it may no longer fit with the school’s philosophy around learning.</p> <p>Teaching, Learning and Assessment: Primary Strategy Social and Emotional Aspects of Learning should be replaced with Primary Personal Development Planner (p2). Apart from a few other minor amendments, the policy was agreed. It will need to be reviewed again in September 2015 once a new assessment scheme is in place.</p>	<p>MW – update tackling bullying and SRE policies for next meeting</p> <p>Clerk – update policies and upload to GB website and school website where appropriate.</p>
14.	<p>AOB</p> <p>The Chair noted that this would be the Head’s final GB meeting before he leaves his post at the end of term. She thanked him on behalf of all GBs for his hard work and dedication.</p> <p>The meeting closed at 9.30pm.</p>	
	<p>Dates of next meetings: 26th January, 9th March, 11th May, 29th June 2015</p>	

All decisions pay due regard to the school's equality policy and the Equality Act 2010