



**Ss Peter & Paul Catholic Primary School**  
**Achievement and Quality of Teaching Committee Minutes**

**Chair:** Camilla Cole

**Date of Meeting:** 19<sup>th</sup> June 2017

**Governors Present:**

B Schmack, P Graham, C Cole, C McGowan, A Meadows, M Brown

**In Attendance:**

K Wellens, M Richardson (Clerk),

**1. Welcome & Prayer**

Governors were welcomed to the meeting by the Chair

**2. Declarations of interest.**

Governors were given the opportunity to declare if they had a pecuniary interest in the agenda.

No such declarations were made

**3. Apologies for Absence**

None received

**4. Matters Arising**

The minutes from the Spring Term were approved at the meeting of the Full Governing Board with no matters arising.

**5. School Improvement Plan update**

Governors had access to a key document detailing SIP updates and the Headteacher gave a detailed overview including attainment and progress targets. There was discussion around moderation and it was highlighted that the CPD around moderation was already having an impact and this had been evident at the recent through the lens inspection. The Headteacher informed governors of increased confidence that the gap in reading, writing and maths was diminishing. She noted that reading across the school was being analysed and a full picture would be provided in the autumn term.

In response to questions from Governors, the Headteacher confirmed that teachers joint planning was helping in addition to keeping the planning on shared drives. She also confirmed that CPD was having an impact across school and middle managers were already being developed. It was highlighted by a Governor that joint planning helps to ensure equality of provision for the pupils. In response to a direct question regarding the action plan for developing moderation, the Headteacher noted that through the Wallasey Alliance group, a consultant would be completing lessons observations, looking at moderation and book scrutinies. Time in staff meetings would also be allocated to build skills and confidence.

K Wellens gave an overview of the work being done in EYFS and the Maths Hub 3.

**Action/Decision:**

- The Headteacher was thanked for her detailed reports showing good progress.

## **6. Report on the impact of PE & Sports Funding**

The Headteacher presented an electronic report detailing the use of sports funding and the activities provided. The variety of activities was commended with Governors requesting more detail in the pupil progress. The Headteacher confirmed this would be available next year.

There was discussion around the apprentice, the support this provided for curriculum sports and for CPD to empower staff. The requirement for a skills audit for PE was noted.

Governors requested further updates and noted the range of opportunities for pupils.

### **Action/Decision:**

- The impact to be reported on the website.

## **7. Report on the impact of the Pupil Premium Funding**

Governors received a copy of the report with a detailed breakdown of funding allocation. There was lengthy discussion around diminishing the gap for PP pupils with the Headteacher confirming those pupils undertaking intervention work with a TA were now monitored through target tracker. The use of PP funding for pupils who are already on track was discussed with it being noted that funding can be used to support pupils in a variety of ways and examples were given. The requirement to demonstrate that PP was being used to address disadvantage and close any gaps was highlighted by governors.

The Headteacher presented a detailed overview of progress and attainment across the school including a breakdown for disadvantaged groups. The progress of Y1 pupils was analysed along with plans to monitor this. The implications the data has for planning was raised by a governor and detailed discussion around roles and responsibilities took place with the necessity for clearly defined targets highlighted.

The Chair of Governors noted that funding should be allocated to develop middle management where appropriate.

## **8. Report on the outcomes for SEN funds**

Covered in agenda item 7

## **9. Report on the outcomes for Children Looked After.**

Covered in agenda item 7

## **10. Update on Closing the Gap**

Covered in agenda item 7

## **11. Report from Chair of Governor's Briefings.**

N/A for this committee

## **12. Review of School Information published on the website.**

The new website was presented and there was discussion around the content and the need for compliance.

M Richardson was thanked for her work on the website.

### **Action/Decision:**

- The curriculum section of the website to be updated and be presented at the autumn term meeting.

## **13. A.O.B**

The SATS had been administered very successfully.

## **14. Date of next meeting**

7<sup>th</sup> November 2017

These minutes are an accurate record of the meeting

Approved by \_\_\_\_\_ Date: \_\_\_\_\_

Chair \_\_\_\_\_