



Dare to Discover

**Minutes of the meeting of the Teaching & Learning Committee
held virtually on
TUESDAY 3rd OCTOBER 2023 at 7pm**

Governors Present:

- Jenni Caisley (JCa) (CHAIR)
- Joanna Cooper (JCo)
- Ellie Crowe (EC)
- Russell Fry (RF)
- Liz Hurles (LH)
- Beci McCaughran (BM) (HEAD)

Others present:

- Helen Andrews (HA), Clerk
- Charlie Hannah (CH), French Lead

		Action
1.	<p>Welcome & Apologies for Absence JCa opened the meeting.</p> <p>The Clerk confirmed that she had not received any apologies ahead of the meeting. SD was not present at the meeting. The meeting was quorate and held using MS Teams.</p>	
2.	<p>French Presentation Different from that published on the agenda, CH joined the meeting to provide governors with an overview of the French curriculum. She is in her second year of the ECT program.</p> <p>It is CH's second year at Fulbourn Primary. She has a degree in French and Spanish. A presentation was shared to governors during the meeting. CH has experience of living both in France and Spain. CH teaches French in upper school; middle school French is taught by class teachers.</p> <p>Governors were made aware of the change from Language Angels, after speaking with staff, CH concluded that the scheme was considered very content heavy. To promote enjoyment and engagement in learning French, the new scheme had to be more enjoyable to teach as well as learn. The scheme offers a fun way of learning, such as songs, games etc. Kapow is the chosen scheme, which also covers other subjects but makes the learning of a new language fun. The scheme also has a teacher knowledge section for each lesson. For those who have difficulty in pronunciation, this section helps to teach language and grammar correctly. The scheme also provides an assessment at the end of each unit of work to support tracking progress. CH provided a brief overview of the French curriculum – phonics, vocab and grammar and includes both listening and reading. Governors were given an overview of the provision map for teaching French across the school to ensure consistent progression. The curriculum is taught over a 2-year cycle. It is more manageable and flexible to work with.</p> <p>School Leaders are pleased with CH's work to overhaul the French curriculum and make rapid progress in this area.</p>	

J. Caisley



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	<p>Challenge: A governor asked, in reference to transitioning from the old scheme to Kapow, are you finding any gaps in the children’s knowledge? CH has seen some gaps in learning by transitioning over to the new scheme. CH is addressing these gaps and supporting teachers to do the same in middle school.</p> <p>Challenge: It’s so nice to see some appreciation for the French language! What sort of experiences and opportunities do the children have to learn about French culture? There is an opportunity to learn about the Louvre and the painting. A lot of books and songs that they have exposure to. Subject Development Plan is being planned about how French culture can be explored as a whole school – perhaps as a themed French Day.</p> <p>Challenge: A governor noted that CH’s enthusiasm shone through her presentation. What is your interpretation of how teachers feel about teaching French under the new scheme? From feedback received by staff, it has been very positive experience. CH would like to find time before the Autumn term to observe teaching in middle school to ensure consistency and provide them with the opportunity to observe her teaching French to the older children. It is CH’s aim to make all staff and children passionate about the subject and to enjoy learning French.</p> <p>The school is very hopeful that Ofsted will want to have a deep dive in to the French curriculum during their next inspection.</p> <p>Governors thanked CH for her presentation and response to governor challenge. CH left the meeting at 7.20pm.</p>	
3.	<p>Declarations of Interest There were no declarations of interest for items on the agenda.</p>	
4.	<p>Minutes of Previous Meeting held on 12th July 2023 The Minutes of the meeting held on 12th July 2023 were submitted and will be signed by the Chair as an accurate record.</p>	
5.	<p>Matters Arising from Minutes of Previous Meeting Governors were asked if they had any matters arising from the Minutes which were not already included on the agenda.</p> <p>No comments concerning the minutes or matters arising were received.</p> <p>Actions from the previous meeting were considered:</p> <p>4.0 Clerk to add an agenda item to review PP data in comparison to national and local data of schools with similar demographics at next meeting On agenda</p> <p>5.0 BM to ask the Phonics Lead to present at the next meeting. <i>The phonics presentation will be provided at a future meeting.</i></p>	
6.	<p>Review of T&L Committee Terms of Reference 2023-24 Governors reviewed last year’s Terms of Reference for the T&L Committee. The Clerk advised that she had updated the academic year and removed the priorities around Covid-19 recovery.</p>	



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	<p>Ratification: Governors unanimously approved the T&L Committee Terms of Reference 2023-24.</p>	
7.	<p>Review of Pupil Premium Data in comparison to national and local data of schools Deferred to next meeting.</p>	
8.	<p>Governor Monitoring</p> <p>8.1 <u>Review of Annual Schedule of Work 2023-24</u> The Annual Schedule of Work 2023-24 was circulated ahead of the meeting and reviewed by governors. This was discussed in length at the last FGB meeting.</p> <p>The Chair reminded subject links to complete their monitoring responsibilities scheduled for this term. LDH confirmed that she was happy to lead the T&L Committee Summer 1 monitoring area around the children receiving a broad and balanced curriculum.</p> <p>8.2 <u>Discussion on governor monitoring activities</u> Action: Governors to discuss how they can make monitoring visits more rigorous at a future meeting.</p> <p>SD's report on curriculum subject monitoring will be received and reviewed at a future meeting.</p>	GOVS
9.	<p>Behaviour / SEND (SI) BM provided an update at the last FGB meeting, dated 26th September 2023.</p>	
10.	<p>Quality of Teaching (SI) The School Development Plan 2023-24 was shared on screen by BM. An oversight of the document was provided at the recent FGB meeting.</p> <p>The SDP reflects that the school understands the Ofsted strands. School teaches reading well but is currently challenged by building in additional support through home learning. Governors learnt that the opportunity for reading at home varies in each household. The school aims to ensure that a reading habit is embedded in all homes of children across the school. The school has introduced reading libraries and other strategies for changing the habits of children. There are interventions for some children who are not able to have repetitive practice at home, but it is not possible on a large scale. BM provided an overview of the spelling teaching program to governors.</p> <p>The Calculation Policy is currently under review in school. School's accepted approach to Maths is Maths Mastery. Leaders aim to adapt the Calculation Policy to ensure it is personalised for the school. A lot of work around concrete resources in maths is taking place behind the scenes. This will become embedded within the Calculation Policy to ensure it remains a focus. It requires a considerable amount of investment. The Calculation Policy is not being used to its full advantage currently, JCo aims to include home learning and parental support to provide a comprehensive document around the teaching of maths at Fulbourn.</p>	



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	<p>The Sliding Doors objective is about providing new opportunities for children. It can be applied when thinking about diversity and inclusion. A massive goal of ensuring that every single culture and background is included and represented within the school's curriculum. Exciting work is currently in progress to role this out in all curriculum areas. EC explained that she has been taking training with Diverse Ed who provide a lot of research lead work around diversity and inclusion. EC will be working with Subject Leads to look at their subjects through different lenses to include every element of the children's time in school. There is an Art Day being planned, highlighting artists from more diverse backgrounds – pumpkin related art by a Japanese artist!</p> <p>Assessment – statutory assessments have been removed at the end of KS1, but they will remain voluntary for the time being. Standardised tests for KS2 will continue to be statutory. The school plans to take up the KS1 tests on a voluntary basis. School leaders are exploring CAT Tests (formerly known as PIPs), although they are little out of date currently. The intention is to use them to support children in reaching their fullest potential. Private schools do this as current practice. Leaders are aiming to complete these tests for the next couple of academic years in Years 3 and 5 – these assessments are limited due to budget.</p> <p>Alongside this, interventions are linked to the internal measurement tool. APDR and EHCPs are now included to the platform, which will help find come useful information when it comes to staffing in future academic years.</p> <p>Curriculum leaders understand their subjects, children are being taught subjects correctly, but pupil voice is now being considered as a useful monitoring tool.</p> <p>The SDP also aim to continue reviewing Foundation Subjects – the school currently teaches 12 curriculum subjects. Leaders need to be careful that everything being assessed continues to be useful. Assessment is a big consideration to potential new members of staff as some systems are very cumbersome and workload heavy. School leaders are looking to streamline assessment from a workload perspective by staff.</p> <p>Challenge: A governor asked, are there any systems that contain information stored on the internet? School must be conscious operationally who has access and that there are tight controls (multi-factor authentication) to prevent the school's data being compromised. Governors learnt of the service level agreement by the provider to ensure data protection and consistency of service in the event of hacking. Another concern was how the users within school protect their accounts without 2-factor authentication.</p> <p>Action: RF to draft some wording around appropriate security on online platforms for staff.</p>	RF
11.	Policies for Review There were no policies for review at the meeting.	



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12.	Catch-up Plans & Tutoring Governors were advised that the school is now in its third year of catch-up. Tutoring is now being supported by 25% of the cost by the government. Tutoring continues outside of the school day, led by BM and EC. Children arrive up to 45 mins earlier to school twice a week. Currently focusing on reading stamina. Tutoring for middle school continues, led by a member of staff who are able to be really flexible for all learners. NG continues to work on those hardest to reach in learning. She understands the specifics of each group of children and adapts her style of teaching accordingly. The small proportion of funding to be received will be spent on consistent focused opportunities. Thankful that tutoring is led by school staff who know the children well. Challenge: A governor asked, is tutoring still focused on Year 6 children. BM and EC continue to focus their tutoring on Year 5 and 6. Tutoring is provided to all KS2 cohorts which are led by other members of staff.	
13.	Any Other Business BM thanked JCa for her first meeting as Chair. There were no other strategic items of business.	
14.	Date/Time and Agenda Items for Next Meeting The next meeting is planned for 28 th November 2023 at 7pm. This will be a virtual meeting. No further questions or comments were received. The meeting closed at 8.05pm.	

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ACTION GRID FROM T&L COMMITTEE MEETING, 3rd OCT 2023

	Item	Owner	Deadline
8.2	Governors to discuss how they can make monitoring visits more rigorous at a future meeting.	GOVS	Next meeting
10.0	RF to draft some wording around appropriate security on online platforms for staff.	RF	Next meeting

Dates of FGB Meetings 2023-2024 – to start at 7pm

Safeguarding Training & Governor social – w/c 11th-22nd Sept - TBC

Tues - 26th September 2023

Tues - 5th December 2023

Tues - 6th February 2024

Tues – 19th March 2024

Thurs 9th May 2024

Tues 2nd July 2024

Dates of Committee Meetings 2022-2023 – to start at 7pm

T&L Committee (Tues) – 3rd Oct, 28th Nov, 5th March 2024, 16th July

P&R Committee (Weds) – 11th Oct, 22nd Nov, 24th Jan 2024, Tues - 12th March 2024,
Tuesday 23rd Apr, 19th June

Staff Governor Social – Thursday 18th July 2024