

MILTON ABBOT SCHOOL

Minutes for the Quality Of Learning Committee, Monday 8th June 2020, 16.00pm
Venue: Virtual Meeting via Zoom

Minutes

	<u>AGENDA ITEM</u>	<u>RECORDED NOTES</u>	<u>Action</u>	<u>Comments</u>						
The meeting began at 4.00pm										
Procedural										
1	Welcome & Apologies for Absence	<table border="1"> <tr> <td>Co-opted Governor</td> <td>Parent Governor</td> <td>Staff Governor</td> </tr> <tr> <td>Richard Marshall</td> <td>Mark Baker</td> <td>Chris Luxford (HT)</td> </tr> </table> <p>Apologies given from Miles Smith – accepted. Also present: Clerk- Karen Yorke-Dunne</p>	Co-opted Governor	Parent Governor	Staff Governor	Richard Marshall	Mark Baker	Chris Luxford (HT)		
Co-opted Governor	Parent Governor	Staff Governor								
Richard Marshall	Mark Baker	Chris Luxford (HT)								
2	Business/Pecuniary Interest Register	No pecuniary interests declared pertaining to this meeting.								
3.	Approval of Minutes of last T&L committee meeting held on 16th April 2020	Governors approved the minutes of the meeting on the 16 th April as a true reflection.	MB to sign minutes on reopening of school.							
4.	Matters arising not on the agenda	Website review – During Covid-19 MS has been unavailable.	KYD to review website							
Monitoring and Accountability										
5.	Staffing	<p>There are now 2 teaching positions available: Full time position for Reception & Early Years -deadline 10th June, JB to support with short listing. We have 4 applicants already...We have requested candidates send a video of phonics & reading and a planning task. Zoom interviews will take place on 17th. Job share position - deadline will be 17th June. Support staff appraisals usually take place in the spring term. Due to lock down these have not occurred.</p>	KYD to send podcast of recruiting during Covid-19							
6	Impact of PP& sports funding	<p>The majority of PP is spent on staffing, spending for trips/uniform & other support is still available. Sports funding is still available – Odra will reduce their bills.</p>								
7	Safeguarding	We are providing 3 different advisors from County with safeguarding updates. We complete a weekly tracker for vulnerable children.								
Zoom logged out at 4.37pm, everyone logged back in by 4.40pm										

	Safeguarding cont	<p>We have worked with educational welfare to support 2 families. We are currently negotiating a good price with CPOMS – a secure sight to record/monitor all safeguarding, well-being and pastoral instances. MB advised the committee that CPOMS is used in secondary but there are layers before incidents are recorded. This may not be the case in primary school. KYD advised that it is a very well recommended service.</p> <p>RM – Do other agencies have access to the online system? CL-No, it is an internal system for collating information which can later be shared with the relevant agencies.</p> <p>Gregg Walkerdine has agreed to take on the role of Deputy Safeguarding lead. CH, MJ, NB & CL have level 3 training.</p>	GW to attend Level 3 Safeguarding Training when available	
8	SEND	<p>Nursery staff have been fundamental in obtaining funding for a child starting in Reception. They have been proactive in identifying the needs of all children. CL stated how proud he was of the team and how the preschool is key to the future of the school.</p> <p>The SENDco role will be a combination of interaction with the children, communicating with agencies and completing paperwork.</p>	Appoint SENDco	
9	Re opening of school – Well being	<p>Operational aspects of the return to school have been successful. The feedback from staff and parents have been positive in most cases. The children and staff have enjoyed CL discussed the fact that parents are beginning to ask for their children to return to school. CL has tried to follow the criteria but has found it increasingly difficult, he would appreciate support to ensure he is not discriminating against anyone. He feels that if he agrees to one child coming back it will lead to more people expecting to return. MB suggested contacting County. RM stated that their criteria must be consistent across the County. CL felt that maybe he would speak to head teachers within the hub to see how they are dealing with it.</p> <p>Teachers are now offering zoom chats with children. They</p>	<p>CL to contact Hub for clarification on criteria of keyworkers. Reiterate expectations of using online platforms.</p>	MB reminded CL that

		<p>have been working hard in class whilst supporting children at home. Concentration is high and it is difficult to turn off.</p> <p>MB- Are parents happy with the level of learning at home?</p> <p>CL - Our priority has been the well-being of the children. We are endeavouring to do our best.</p> <p>Have teachers changed the way they use Dojo?</p> <p>CL - JW is now using zoom. Our ambition is to live stream.</p> <p>MB – Parents would appreciate the contact from Jane to talk through simple techniques. Have you directed them?</p> <p>CL- I have asked them to replicate what they are doing in the classroom.</p> <p>MB – How are you tracking individuals work and their levels?</p> <p>CL- They are asked to submit work to their portfolio and their teacher will reply. We are trying to track but what can we do with that information? We are aware that all children are OK but it is difficult to know what level they are at because we cannot see how much or little help they are receiving. For some households it is a lifestyle choice to focus on other things (farming). For children that do not have access then staff have phoned the parents.</p> <p>There has not been any notification of opening to Years 2,3,4 & 5 at the moment. It will be highly problematic if the government continue with 1 to 15 ratio and the space if distancing.</p> <p>RM commented that we could reduce the time in school or increase staffing. Clerk advised that no school will be able to continue with the current guidelines for the whole school.</p> <p>CL stated that staff had offered to work extra hours but there is no extra funding. MB added that secondary may be looking at returning in November.</p>		<p>he should contact governors for support whenever it is needed.</p>
10	<p>Review plans for induction of FS children into school</p>	<p>JW has prepared a walkabout video for the new children. We have made appointments to talk to parents next week. We will send the induction information out to parents. Most children have been in nursery so we believe transition</p>		

		will be improved. 13 joining in Reception plus 3 more enquiries and a possibility of more as 2 families have moved into the area.		
11	Review Home/school agreement	CL wishes to update expectations on how to use Dojo appropriately after the misuse this week.	Governors to agree by email.	
12	Consider actions for School action plan for autumn term	Due to lock down completion of the action plan has not been possible. Staff have been building on subject documents to show Intent, Implementation and Impact. It is still not clear whether there will be SATS or other assessments next year. Items will be carried forward: Maths (year 5)	Governors to meet with EP to support her in role as Maths lead.	
Policies				
13	Prepare and agree Curriculum statement and policy	With uncertain times it was agreed that it was inappropriate to agree the curriculum policy at this stage.	Carry forward to September 2020	
Items brought forward by the chair				
14	Impact from this meeting	Governors have reviewed SEND, Safeguarding and the reopening of the school during lock down. The recruitment process has been discussed and governors have offered support to the Head teacher during these unsettling times.		
15	Date & Time of next meeting	MB will visit the school next week. CL reminded him that the protocol is to wait at the gate & ring the bell. Quality of Learning – Autumn term		
The meeting ended at 5.08pm				