

St Barnabas CE Primary School
Minutes of the Teaching and Learning Committee meeting
Held at 4pm Tuesday 13th November 2018

Present: Brian Lennon, Ann Rawlinson, Anne Williamson, Karen Boardman (Headteacher),

In attendance:

Apologies: Helen de Saram (Chair), Martin Cumming (Attending CPD)

1. Election of Chair

Anne Williamson was voted in as Chair

2. Terms of Reference

No changes to the previous terms of reference were proposed. The terms of reference were approved.

3. Minutes of the last meeting

The minutes of the meeting on 19th April were tabled by mistake instead of the minutes from the meeting on 14th June. As the 14th meeting focused on a review the Ofsted inspection, matters arising from 19th April were considered. KB reported that a SRE consultation had not yet been carried out but would take place this academic year in time for changes to be made from September 2019.

4. English

4a Whole School Shared Approaches in English

KB presented this document which was presented to and discussed with all teaching staff at the INSET at the beginning of the Autumn Term. The aim of the document is to ensure consistency of approach across school. Monitoring is taking place and areas that show inconsistencies across school or are weaker are addressed with all teachers or individual teachers. This had been the case earlier this half term when monitoring had picked up inconsistencies in pupils proof reading and improving their work. This had been discussed with teachers who said it was difficult to prioritise this when there was so much to teach. Strategies such as focusing on a small area to proof read were discussed. Latest monitoring showed improvements in this area.

AW asked if Miss Connolly still gave reading volunteers the reading checklist. KB thought this was the case but would check. KB informed governors that the volunteers that came through York Cares had specific training on hearing children read which was delivered by Brenda Christison, our previous Deputy Head.

AR asked how we monitor the time that children spent reading. KB explained that teachers are trusted to spend the agreed amount of time on reading activities and that it would be checked through learning walks/ drop-ins. Monitoring data such as reading tests and phonics checks through the year indicate how well children are progressing with the reading. If progress was slow, teachers would be asked about the reading time.

4b English planning sheet

A new planning format had been introduced from September which included a focus on vocabulary and key questions.

AW noted that not every child knows their alphabet and should there be time allocated each day to practice it? AW described how she had seen a class working on the alphabet in different ways so that it wasn't just a case of repeating the alphabet. KB agreed that it is important to know the alphabet to be able to use a dictionary (an objective that is assessed in Key Stage 2). KB explained that Mr Cumming had been learning about the importance of knowing the alphabet through his dyslexia course and would be disseminating some of his training about this to staff.

5. Maths

5a Whole School Shared Approaches in Maths

KB shared the document with the same aims as the English document. This had not yet been shared with staff as a whole document and is still work in progress. The areas on the document had all been discussed with staff as expectations for maths teaching and learning and these are being monitored.

KB brought an example of some text books and workbooks that the teachers are using as a guide for teaching ideas and the teaching sequence. These are called Maths No Problem and are one of two options on the DfE recommended book list. As part of the Maths Specialist training that Ms Woolgar is taking part in, school is required to buy resources from this list and will receive funding of £2000 towards this (total minimum spend of £4000). Governors spent time looking at these books and agreed that the content and layout was high quality.

KB explained that using text books for pupils is a new approach and needs careful thinking about, especially with younger pupils. The work books would save time for teachers instead of making resources and reduce workload but would need to be carefully managed so children were not just working through the work book.

Ms Woolgar and Miss Boardman will be finding out more about the recommended books before purchasing any. They will also try to visit a school that has been using them.

AR asked about the cost. KB explained that the cost of a text book is £10 and there are 2 per year group. Workbooks also cost £10 each (2 per year) and would need to be renewed each year.

5b Maths Planning Sheet

A new planning format had been adopted in September to place more focus on key vocabulary and stem sentences (key information that children needed to remember)

6. Marking – review of marking & feedback

KB presented this document to governors. She explained that reducing time spent marking is one of areas recommended by the DfE's 'Reducing Teacher Workload' strategy. The school had trialled a few approaches to further reducing marking whilst improving the quality of verbal feedback given to pupils. These strategies had been reviewed, including through pupil discussion. AR said that parents expected books to be

marked. KB will continue to look at examples of other schools who have reduced marking to consider whether any of these strategies would be useful to adopt at St Barnabas.

7. AOB

8. Date and time of next meeting – Tuesday 5th March 4pm.