

West Witney Primary School

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Draft minutes of Performance and Standards Sub-Committee held on Monday 4th July 2022 at 6.30pm

Present

Lisa Upson (LU) Parent (Chair)
Kevin Stenson (KS) Co-opted
Nancy Darby (ND) Headteacher
Dan long (DL) Deputy Headteacher
Katie Light (KL) Co-opted
Jules Burgum (JBur) Co-opted

Apologies

None

The meeting was quorate

CQ: Challenge Question

1	Apologies No apologies were received.
2.	Declaration of Pecuniary and Non- Pecuniary Interests No interests were declared.
3.	Approval of the minutes of the Last Meeting The minutes of the meeting of 22 nd March 2022 were agreed.
4.	Matters Arising - Review of Action Points DL advised that he had not yet sent out the Values questionnaire to governors but would do so as soon as possible. Regarding governor recruitment, ND reported that she had not yet contacted the Chaplain to ask whether she would be interested in becoming a governor but would do so as soon as possible. KS advised that himself and ND had discussed approaching a parent who was a member of the police force to see if he would be interested in joining the governing body. LJ advised that it in order to provide a wider representation on the governing body she would recommend that someone who was not a parent be appointed, however, as it was proving very difficult to recruit governors then if he had

	the time to commit then his appointment should be considered. She questioned whether anyone knew of a grandparent of a pupil who may be interested in becoming a governor as this would provide a different perspective. KS advised that he may know of someone and would make an approach. It was noted that LU's term of office as a parent governor was coming to an end in October and a parent governor election would be needed.
5.	Term 5 Data DL and ND presented the Term 5 data. Governors noted that the majority of the data was positive although Writing would form a focus of the SDP as these results were lower than those for Reading and Maths. DL advised that less staff had been off sick which had meant the intervention programmes had been run more consistently and this had had a positive impact. DL reported that there was 12 weeks between each assessment point. Governors noted the positive Year 6 data and in particular that 73% of pupils had achieved ARE in Writing. ND commented that the National Tutoring Programme for Year 6 would be used again in the next academic year. It was noted that pupils often made more progress in Year 6 as this was the culmination of four years of consolidated learning across KS2. ND reported that Year 6 SATs results would be published the following day. Governors noted that the increase in the percentage of Year 2 pupils achieving ARE was good despite it being a challenging cohort and pupils having experienced much disruption to their learning due to COVID-19. DL commented that a considerable amount of additional resource had been put into supporting that year group and it would remain an area of focus. ND reported that the year two teacher assessment had been externally moderated and the moderator had been very impressed with the evidence teachers had been able to provide. She has been very complimentary and positive. ND went on to report that the combined score for Reading, Writing and Maths for Year 2 was 71% which was lower than previous years but still showed that excellent progress had been made. DL advised that the proportion of marks that pupils needed to get to achieve ARE depended on the assessment point. Governors noted that the Year 3 data was less positive and questioned why this was the case. LU commented that there had been some concern about the attainment in Year 3 at the last assessment point. DL commented that it was not a major cause for concern but that this was the first full year of schooling that year group had received due to COVID-19. Stamina for learning in pupils was still being built up. Regarding the Year 5 data, governors noted the significant percentage increase in ARE in Maths and Reading. DL commented that this due to the excellent teaching they had received. ND commented that there would be focus on whole class reading as some of the percentages of pupils achieving greater depth had dropped. CQ: KS questioned what the aspiration was for pupils achieving greater depth. ND commented that this was between 20 and 30%. DL commented that this aspiration would not be lowered due to COVID-19. DL commented that it was difficult to evidence the progress made between KS1 and KS2 if the attainment in KS1 was high.

	Regarding PPG data, governors noted that the gap had narrowed in Reading and Maths but less so in Writing so this would become a focus of the SDP. Governors noted that Year 4 pupils had recently completed the statutory times table test. DL commented that there was no pass mark for this test. JBur commented that the test had helped pupils improve their speed of recall of times tables which were fundamental to all areas of the Maths curriculum. CQ: LU questioned whether parents were aware that pupils had completed assessments. ND advised that information had been included in the newsletters. JBur and KL commented that regular assessment provided good test practice for the children and many children enjoyed completing them. Teachers were very mindful of not putting pressure on the children. Regarding Reception data, ND advised that 75% of pupils had achieved Good Level of Development and boys had done better than girls. None of the SEND pupils had achieved their Early Learning Goals due to their complex needs and 3 out of 7 PPG pupils had achieved Good Level of Development. ND commented that this would be an area of focus in the SDP. CQ: LU questioned whether any of the pupils in Reception were in the SEND and PPG group. ND advised that this applied to one pupil. Regarding the phonics screening test data, ND reported that 90% of pupils had passed, three out of five SEND pupils and 9 out of 11 PPG pupils had passed. She went on to report that the school had invested in a new phonics scheme which would be used across Reception and Year 1. ND advised that 8 Year 2 pupils had not passed their phonics screening test which was significantly higher than previous years. Additional phonics intervention alongside the curriculum had already been planned for these children when they moved into Year 3. This would be run by HLTAs and overseen by Helen King. Governors agreed that pupils needed to be able to read to access the curriculum and therefore this additional intervention was imperative. ND reported that the Nursery data results were good, especially for communication and interaction which was partly due to the speech therapist. DL advised that the number of hours the speech therapist was employed would be doubled in the next academic year as this had proven to be very beneficial. Governors noted that 29 of the current Nursery pupils would be moving into one Reception class. Regarding Science, ND reported that work was being done on a new assessment tool. KL commented that she had used this and it had been very useful. ND advised that due to an issue with ScholarPack she had been unable to provide progress data but she was hoping to address this use. Governors thanked DL and ND for providing the data and commented that overall it was very positive. They asked that their thanks and appreciation be passed onto teaching staff.
8.	Attendance Following the publication of DfE guidance, attendance was discussed. Governors noted that the whole school average for attendance was lower than it had been in previous years but still higher than national figures. Governors noted that attendance figures were lowest in Year 6. ND advised that there was an increase in pupil sickness and a significant number of term time holidays were being taken. DL and ND commented that whilst there was a need to try and improve attendance, this needed to

	be dealt with sensitively following COVID-19. ND commented that some pupils were being kept at home for minor ailments. DL commented that a letter regarding attendance was being sent home and that attendance would be a focus in the next academic year.
9.	Policies There were no policies to review. LU commented that the new parent app was very useful. ND reported that parents were not able to message staff through this new app and this would improve staff well being.
10.	Governor Visits CQ: LU questioned whether governor visits were on track and whether ND was receiving suitable evidence for the SDP. ND advised that they were and she was updating the SDP once she had received visit reports.
11.	Making a Difference Identifying the foci of the SDP in response to Term 5 data – Writing, Phonics, Year 3, PPG and SEND.
12.	Next Meeting To be agreed.

Signed:-

Date:-

Actions Arising from P&S meeting 04.07.22

Action to be completed	Person to complete the action	Date for action to be completed
DL to send out Values questionnaire to Governors	DL	Sept 2022