



MAYFIELD PRIMARY SCHOOL

Meeting of the Full Governing Body

Monday 17th July 2023 at 6.00pm “

Attendance

Sarah Stepney (Head)	AA	Ann Nicholls	✓
Paula Ayliffe (Head)	✓	Andrew Monteath	✓
Anna Chaudhri (Chair)	✓	Serin Dabb	AL
Clare Bartlet	NA	Eugene Krasnikov	✓
Judith Greenwood	✓	Solma Erfan	✓
Alison Cox	✓	Rehana Kousar	AL
Jessica Rowson	AL	Will Taylor	✓
Patrick Gosling	✓	Guilherme Zulke-O'Connor	✓
Ciara Murray		Louise O'Gorman	✓
Kate Challis		Stephen Atkinson	

Actions are highlighted in **RED**.

1	<p><u>APOLOGIES AND DECLARATION OF INTEREST</u></p> <p>Jessica emailed to say she would be attending late to the meeting due to work commitments.</p>	<u>Action</u>
2	<p><u>SDP 2023/24</u></p> <p>The School Development Plan for 2023-2024 was presented to the governors, starting with the Three Year Plan, which included:</p> <p><u>Year 1 2022-2023</u></p> <ul style="list-style-type: none"> • Inclusion - updating systems and supporting teachers to further develop inclusion in the school. • School Learning Environment – developing learning areas to support all children. • Subject Leadership – developing a monitoring system to foundation subjects. 	

- Marking Policy – ensuring the updated marking policy is used across the school consistently.
- Continued Professional Development (CPD)

Year 2 – 2023-2024

- Inclusion – review from Year 1 and continue to develop.
- Classroom development – continue to develop the learning environment and ensure continuity of provisions and displays.
- Leadership time – providing dedicated leadership time to support professional learning.
- CPD – staff taking greater responsibility for actions through the tool of appraisal.

Year 3 – 2024-2025

- Inclusion – driven by class teachers and supported by the Inclusion team.
- Learning environment – all staff to recognise a supportive learning environment for the children.
- Appraisal – all staff are aware of their individual professional learning needs, and take the necessary actions to achieve them.

Paula mentioned that Mayfield SATS results came back higher than the national in all areas.

There was one action point as a result of the Ofsted inspection. This involved assessment and identifying children that are ready to learn at a more complex level or access more challenging content.

The aims in the SDP were written with this in mind.

Aim 1- Low level behaviours project

Targeting behaviours in the classroom that children may not be aware they are doing. E.g. Answering back, talking over others, walking around the classroom when an adult is teaching. The project aims to work out strategies to target this behaviour and work with the children to understand why they have these behaviours and how they are inappropriate. The project will involve all staff who will be trained in a therapeutic approach to behaviour management.

Behaviour will be dealt with more in class by the teaching staff, instead of referring to other staff in the school.

It is unsure which governor committee this will fall into.

Q. Will there be a parent aspect to this aim?

A. Yes but that may only be brought in in year 2 of the aim. It is important to get families on board with this behaviour.

Paula will add in bullet points for the aim regarding parent involvement and peer to peer.

Paula

Aim 2 - Writing

An area which needs to be improved throughout the school. All teachers will be assessing writing more accurately which will be used to improve writing overall. Target areas will be spelling, punctuation and grammar, and building the pupil confidence to write longer pieces.

The assessments will be controlled by the teachers to find the right assessment method for the children.

Q. Is there an option to pull back on assessment being over prescriptive?

A. The writing moderators want children to reach all areas of their writing to be able to achieve a target. If a child does not join a letter correctly they will not get the target. We understand that some children have difficulty with some aspects of writing, which is why assessment is important.

Q. Is the method of handwriting available on the school website for parents?

A. Not at the moment this is something we need to look into and make available to parents.

Q. How will we push the children who are excelling (Greater Depth)?

A. There are still areas of improvement for these children. Some children are great at writing but their handwriting needs improvement.

With Helena Osborne on maternity leave, Rachel Barnes and Sue Hailes will cover the English and Reading lead.

Aim 3 – Maths

A continuation of what children have been learning this year and maintaining the good results earned this year.

We will have 2 ECTs (Early Career Teachers) in school. ECT now lasts for 2 years.

Liz Stow will be working on supporting children working out of year group.

Aim 4 – Middle Leadership

Pushing CPD for subject leadership. This was an area which has been restricted by funding in the last four years.

Stephen will lead this aim. He will not have active class time this year in an aim for him to be covering subject leaders one afternoon a week, and meeting with them to discuss development. Maths and English leads will have an hour out of class each week.

Aim 5 – STEAM (Science, Technology, Engineering, Art and Maths)

Ruth Best will attend a course in September on the leading this. A STEAM week will take place in school lead by Ruth who will be the Science lead next year. With extra funding this can be developed further.

	<p>Jessica will talk to Ruth regarding a schools partnership, which are available for such subjects.</p> <p>Q. Are humanities being pushed to one side in place of this? A. Class topics often cover a lot of history and have a science and geographical aspect. In recent years we have had a link with Cambridge Curiosities and Artscapers. We want to keep something on these lines to continue our involvement in the community.</p> <p>Aim 6 – School Administration/Environment The Admin team has a new person starting in the office following Michelle leaving the team at the end of June. Louise will be taking on extra Admin hours.</p> <p>The cleaning team are fully staffed at the moment with Stephen meeting regularly with Bob to resolve any issues. Paula commented that without an efficient admin and cleaning this team the rest of the school would be affected.</p> <p>Aim 7 – Inclusion Teachers are to have more involvement in inclusion by creating provision maps for pupil development.</p> <p>Q. Maths. What does the term ‘working out of year group’ mean? A. Children working out of year groups are those not working at the standard for the year they are in. We have children joining the school for example who are working on the curriculum for the year below them (or more). These children may not have an EHCP but just struggle in that particular area.</p> <p>The governors approved the SDP proposed for the following year.</p>	Jessica
3	<p><u>SAFEGUARDING</u></p> <p>The Annual Safeguarding Monitoring report is completed in the summer term and was distributed to the FGB with the agenda.</p> <p>The report is presented as a survey in a tick box answer form, which once completed is sent off to County.</p> <p>The description for the DSL (Designated Safeguarding Lead) is something for Sarah to do on her return in the Autumn term.</p> <p>It is undecided who will take on the Domestic Abuse Lead role when Paula leaves in October.</p> <p>Sarah completed her DSL training in 2018 which is becoming outdated. A refresher training will be sourced.</p>	Sarah Sarah

	<p>Volunteers get basic safeguarding training and policies to read. A video could be made for them to view to support the necessary training requirement. When readers come into school, they will sit in a corridor or in the classroom with a member of staff nearby therefore do not require the full training that staff receive annually.</p> <p>Safeguarding training will be issued in September for governors to complete online. Staff will receive the same training.</p> <p>Safer Recruitment training (SRT) – Louise will send out the training programme when it is issued in September. This training is conducted by the NSPCC.</p> <p>Q. Online Safety Training. Do staff or governors receive this training? A. There was some confusion whether this was included in the safeguarding training, but it was concluded that online safety and social media is an important matter and a training should be kept up to date.</p>	Louise
4	<p><u>ANY OTHER BUSINESS</u></p> <p>Another Quiz Night will be planned for a date in October. Governors will be informed of this.</p>	

The meeting closed at 7.10pm

The next meeting of the full GB will be on **Monday 11th September**