

**Milton Road Primary School
Curriculum Committee
Minutes of a meeting held at the school, 17 May 2010**



Present: Nina Gane, Ankit Mathur, Ysanne Heald, Carlos Montes, Ian Lewin & Ruth Sapsed

1. Apologies for Absence

Apologies were received and accepted from Stephen Burton, Stephen Clarke, Lisa Kennedy, Ian Nimmo-Smith & Karen Watson.

2. Minutes of the last meeting (1 March 2010)

These were accepted without changes, and signed by the Chair as a true record.

3. Matters arising

All actions were noted as completed. On item 5, NG reported that the target figure for children achieving level 3 at KS1 should have read as 20% not 70%. 70% was a typographical error on the earlier report. On item 9, AM offered to act as a link governor on "disability". The issue of how to progress the role of link governors was further discussed (see below).

4. School Development Plan

NG reviewed current progress on SDP objectives using the SDP wall-chart displayed in the Staff Room. Governors discussed a number of points for clarification and some where further action is required.

- a. There is an action on staff and governors to consider the implications of the Rose report. It was noted that the status of this report is now not entirely certain given the recent change of government. Governors agreed that no immediate action could be timetabled. NG noted that staff have an allocated training day in January 2011 whose content may be similarly dependent. Governors agreed to keep a "watching brief".
- b. ICT Policy. The Staff Users Policy has been reviewed within the school; some further work is required to complete the review. **Action: HT to forward policy to Curriculum Chair and Governors to review the policy at the next Curriculum meeting**
- c. ICT hardware replacement 1. NG stated that replacements to certain equipment items, especially PCs, were now being discussed. IL noted that in previous years, the school had used the BECTA equipment planning tool. **Action: IL to ask SB and Flower whether use of the Becta planning tool could be usefully used again**
- d. ICT hardware replacement 2. Recycling. Governors noted the Sustainability Objective in the current SDP and recommended that, if PCs were retired, then a suitable recycling option should be used, if possible. IL stated he had used a local social enterprise/ recycling operation in the recent past (Note added after meeting: the local operation in question is Reboot on the Newmarket Road

<http://www.shopatreboot.co.uk/> Action: HT to investigate best disposal of retired PCs

5. **Pupil assessment/SATS**

- a. NG reported that this year's SATS tests appeared to have run very smoothly, both from a purely administrative point of view and from the point of view of the children. Governors noted the "end of SATS party" and the "bring a pillow" initiatives which played a part in helping children not to feel unduly pressured. Governors thanked NG for her part in helping to run the SATS tests and to pass on their thanks to the other members of staff involved, noting in particular the roles of the Year 6 staff.
- b. NG reported that the Pupil Progress Meetings were well established. These occurred first in the autumn term, where staff members met to identify candidates for "booster groups". The make-up of the teams to identify the groups had been altered slightly this year to ensure a fairer distribution of work across staff. PPMs were then held again in Spring term. Booster group membership could and did alter at these reviews.
- c. NG reported that staff had been re-considering how best to moderate their own assessments for KS 1 SATS assessments.

6. **Governor Visits**

The report on the Governor Visit on Extended Services had now been circulated to all governors. Governors agreed this had been a useful exercise. It was suggested that current options open to pupils could be re-publicized to parents. Action: CM to draft a letter to parents explaining the main outcomes of the visit and highlighting the opportunities that exist. SB to circulate after agreement on content.

7. **Link Governors**

The role of link governors was discussed. It was agreed that not all link governor positions were the same. Three ways in which link governors might contribute were suggested:-

- a. Knowing relevant statutory requirements on the school (and its governing body). This was particularly suitable for positions such as "Disability" and "Child Protection".
- b. Seeking in-depth understanding of a particular SDP objective and acting as critical friend. This might be suitable for a position such as "Sustainability".
- c. Understanding and reviewing school policies on a subject; Making oneself available for consultation (e.g. sounding board). This might be suitable for subject based roles, e.g. "history".

The staff-governor training day (June 15th) was noted as an occasion on which this issue could be profitably revisited.

8. **Community Issues**

- a. NG reported that SB was very happy with progress on developing and sharing

ideas for the new school vision. The vision group would meet again shortly after a further round of inputs had been received from parents, staff and children.

- b. NG noted that links with Chesterton Community College continued to develop. Head and Deputies from both had now visited the other. Pupil links continued to develop too. Recently, Milton Road pupils had visited Chesterton for a Multi-Skills course run in part by Chesterton pupils.
- c. NG reported a question from SB on whether governors wished to take a particular view on the "live issue" of cars obstructing the cycle lane in Gilbert Road. The governors at the meeting noted in a general manner that they would be likely to support the promotion of cycling; and support actions to make cycling safer; but they could not speak on behalf of the whole governing body.

9. **Any Other Business**

No matters were raised.

10. **Date of next meeting**

Currently scheduled for Monday, 21 June 2010.

Approved by the Committee on 21/06/10