

**HUNSLET CARR PRIMARY SCHOOL GOVERNING BOARD  
TEACHING AND LEARNING COMMITTEE MEETING**

**Minutes of the meeting held in school on Wednesday 15 March 2023 at 5.00 p.m.**

**PRESENT** Clare Davidson (In the Chair) Martin Lumb – Headteacher  
Rebecca Coronil Jon Hairsine (arrived late)  
Samantha Pease Elisa Whitfield

**IN ATTENDANCE:** Eileen Murray (Clerk, Governor Support Service)

Clare Davidson agreed to chair the meeting as J Hairsine was delayed in traffic.

**1.00 APOLOGIES AND MEMBERSHIP MATTERS**

1.01 Apologies for lateness were received from J Hairsine.

**2.00 DECLARATIONS OF INTERESTS**

2.01 There were no new declarations of interest made.

**3.00 ANY OTHER URGENT BUSINESS**

There was no urgent business to be discussed.

**4.00 MINUTES OF THE LAST MEETING**

4.01 **The minutes of the meeting held on 20 October 2022** were approved as an accurate record and the Chair was authorised to sign them.

**5.00 REVIEW ACTIONS AND MATTERS ARISING**

5.01 Chair to sign minutes from 5 July 2022 meeting (Minute 5.01 refers) – action complete.

5.02 Performance management for support staff (Minute 6.05 refers) – Headteacher to discuss with TA staff the following day.

5.03 Headteacher to attend meeting regarding SEND places in Leeds (Minute 9.03 refers) – The Headteacher had not attended this meeting as he accompanied some pupils on the trip to Whitby. Elisa Whitfield had attended the meeting. EW gave a brief report about the meeting which was very disappointing. Schools had been told that Springwell Academy was full (this was doubtful.) The meeting was told that the backlog of EHCP applications would be cleared by September. EHCP's were being dealt with by two different teams – one dealing with existing applications (outstanding) and one dealing with new applications.

5.03.1 Headteachers and SENCo's who had attended the meeting were not happy with the responses given. The CEO of Cockburn MAT had offered to use an empty building in their estate to accommodate pupils with additional needs but this was not possible due to government red tape. The planning and building of a CITU school (free school) as part of a new development near The Armouries was mentioned, but this would not be built for several years.

- 5.04 EAL parents to be involved in the EAL Policy – (Minute 10.02 refers) – Action ongoing.
- 6.00 STRATEGIC OVERSIGHT (IMPLEMENTATION)**
- 6.01 *The updated School Improvement Plan 2022-23 and the SEF 2022-2023 had previously been circulated to governors.*
- 6.02 The Headteacher told the committee that Sarah Gardner (Chair of Governors) had been into school and introduced herself to the staff team. She explained the school's Whistleblowing Policy.
- 6.03 The Headteacher had removed most of the post-covid content from the SEF.
- 6.04 School continued to grade itself as Good, with Personal Development graded as Outstanding.
- 6.04.1 Governors were informed that school's greatest challenge was to continue the Early Years/KS1 successes in to KS2.
- Jon Hairsine arrived at this point and it was agreed that Clare would continue in the Chair for the rest of the meeting.*
- 6.05 **Q: A governor asked whether other schools with a similar cohort had achieved Outstanding.**  
A: E Whitfield had visited other schools and was carrying out a study. This involves visiting three separate year classes, reviewing their PPA time, observing class and the examination of workbooks. Most of the pupils who fall behind in KS2 are boys due to peer pressures. The Headteacher stated that school was working with the St Giles Trust, an anti-knife crime and anti-gang organisation. Currently four or five boys were receiving weekly intervention from St Giles.
- 6.06 The Headteacher informed governors of the Toddler Club, which organises pre-school activities with parents. These sessions were very popular.
- 6.07 The Hunslet Club organises a Youth Club on Tuesday and Friday evenings. The Club had offered school five free places for its Easter holiday scheme.
- 6.08 The Headteacher told the meeting of recent visitors to school which included members of the emergency services, someone from Morrisons, a doctor, a dentist and an optician. It is made clear to pupils that they do not have to leave Leeds to go to university and people do access university via several routes.
- 6.09 Years 1,3 and 5 would be included in EW's study (mentioned above.)
- 6.10 School Improvement Plan  
The report was RAG-rated and most actions did not contain any red areas which was very positive for this stage of the school year. Any further questions or comments were invited. There were none.

## **7.00 THE IMPACT OF GOVERNMENT GRANT FUNDING**

- 7.01 The Headteacher reported that school had received more PP income at the mid-year review than expected. This had allowed more time to be bought in from Impact North. Twelve pupils now received 1:1 weekly therapy at a cost of £30k.
- 7.02 Weekly pastoral meetings are held to signpost other support. Pupils will remain on waiting lists for NHS therapy whilst intervention is taking place. Governors were informed that the NHS waiting time is c. 18 months.
- 7.03 **Q: A governor asked about the pupils with SEND needs and how they fitted in to this.**  
A: The Headteacher informed governors that £50k is spent on employing a NHS Speech & Language specialist for two days/week. There are numerous speech sounds issues amongst the younger children and often children don't speak in sentences. The toddler group would be holding a "Dummy Workshop" with parents and discuss having a "dummy amnesty."
- 7.04 The Headteacher had spent £20k on enhancing the curriculum. This allows pupils to access more life experiences, i.e. when in Whitby studying Dracula children were also taken out for a fish and chip meal.

## **8.00 THE QUALITY OF EDUCATION**

- 8.01 *Autumn assessment analysis reports for Years 1-6 had previously been circulated to governors from the Headteacher.*
- Assessment Data  
The Headteacher stated that school was working on a "end of year" system, which saw many targets being worked towards. A good example of this was Year 5 Reading. Autumn term had 0% of pupils achieving, this had now gone up to 30%. A further 30% was working at just below target.
- 8.01 Monitoring walks were taking place which facilitated senior staff being able to talk to teachers about small changes that could be implemented.
- 8.02 The meeting was told that Year 4 pupils were the lowest achieving group in school. They were receiving the most support in reading, writing and maths to life their grades.
- 8.03 The Fluent in Five maths intervention had been successful, with pupil scores increased from 3 to 4 (out of 5.)
- 8.04 The Deputy Headteacher was providing additional support in Maths for Year 1 classes and the Year1/2 split class. Some of these children were not at GLD level at reception.
- 8.05 Joanna Roberts, Assistant Head had visited another school earlier in the day to see a Year2/3 split class. The Headteacher would catch up with her ASAP.

- 8.06 Further questions or comments were invited.
- 8.06.1 The Co-Chair commented on the rich picture of school which was painted by the Headteacher.
- 8.06.2 The School Council (22 pupils) would be visiting the Houses of Parliament in the coming weeks (as well as the Natural History Museum and Pizza Express). School had been able to cost this at £10 per child because of funding received.

**9.00 EARLY YEARS FOUNDATION STAGE**

- 9.01 Elisa Whitfield gave a verbal overview of EYFS priorities: Communication and language continued to be a huge focus for school. Daily phonics, pronunciation and guided reading was taking place. EY pupils were being taken out on visits twice every half term. This was great for giving plenty of real -life opportunities for vocabulary development.
- 9.02 Health would be an important focus for the summer term – looking at how to keep healthy and look after yourself. PSE development was discussed and the use of circle time encouraging speech and the use of proper sentences was central to this. There was a calm down area for pupils struggling with their emotions.
- 9.03 Elisa informed governors that some nursery places of 30 hours had been offered to vulnerable children, rather than the entitled 15 hours. School take children on roll in nursery the day following their third birthday.
- 9.04 Paediatric First Aid  
School has seven staff who are paediatric first aid trained. This always leaves one person in nursery, one in reception and one in the rainbow room at any one time (as a minimum.)
- 9.05 EYFS pupils' workbooks had been moderated and were received very positively.

The meeting thanked Elisa for her report.

**10.00 DATE AND TIME OF NEXT MEETING**

10.01 **T&L Committee: Thursday 6 July 2023 at 5.00p.m. in school**

*The Chair thanked everyone for attending and closed the meeting at 6.30 p.m.*