



**Markeaton Primary School, Bromley Street, Derby DE22 1HL**

**MINUTES**  
**Curriculum Meeting**  
**Thursday 9<sup>th</sup> February 2023 at 5.00pm via Teams**

<b><u>Item</u></b>	<b><u>Topic</u></b>	<b><u>ACTIONS</u></b>
01/23	<p><b><u>Present</u></b></p> <p>Laura Martin (LM), Ian Johnson, Headteacher (IJ), Louise Wilber, Staff (LW), Laura Fox-Lee, Chair (LFL), Claire Connor (CC), Emma Edge (EE).</p> <p><b>Clerk:</b> Billie Welford</p> <p><b><u>Apologies for Absence:</u></b> Harsha Ramesh</p>	
02/23	<p><b><u>Review of Membership</u></b></p> <p>LFL said that numbers are looking healthy on the Curriculum Committee. When the new governor is recruited it is hoped that they will have the skills required to join the Resources Committee.</p>	
03/23	<p><b><u>Declaration of Interests (for items on this agenda)</u></b></p> <p>Governors were asked if they had any interests to declare regarding the content of this meeting. None declared.</p>	
04/23	<p><b><u>Review of minutes from CURR 13 October 2023</u></b></p> <p>The minutes had been circulated to staff prior to this meeting.</p> <p><b>The minutes were accepted by all Governors as a true record of the meeting. They were signed and dated by the Chair electronically.</b></p>	<b>Accepted</b>
05/23	<p><b><u>Matters arising</u></b></p> <p><b>34/22</b> LM/LFL/LG had met with Kate Nash and the training had been extremely beneficial. They have shared the slides with the rest of the governing board. Governors discussed this. LM said that a termly governors' award for pupils was discussed in the training and she would like to implement this herself. This is an award for pupils, with each teacher nominating a member of their class for outstanding 'Markeaton Minds' achievement.</p> <p>LM said that she is also hoping to develop links with other governing boards.</p> <p>LM informed Governors that she is now in receipt of new lanyards specifically for governors.</p> <p><b>38/22</b> LG/LM met Elaine last week to discuss the school website. They will also meet again tomorrow. LG/LM have also arranged a date of 13<sup>th</sup> March 2023 for a school visit.</p> <p><b>There were no further outstanding items from these minutes.</b></p>	

06/23	<p><b><u>Monitoring of SIP Objectives/Progress made</u></b></p> <ol style="list-style-type: none"> <li>1. To further develop how teachers plan and assess in *Foundation Subjects (*all taught subjects apart from Reading, Writing and Maths).</li> <li>2. Children from FS2 to Y6 to make at least good progress in targeted areas of Writing e.g. spelling.</li> <li>3. To improve whole school attendance and the attendance of identified groups across the school</li> <li>4. To create and sustain an effective CPD schedule with Local Partner Schools and Derby Research School</li> </ol> <p>IJ shared his screen to remind Governors of the priorities. He explained that the four targets are now at about the half way point.</p> <p><b>Target 1</b> - EE explained that Fast 4 and Final 4 had been brought in this year towards priority 1. EE said that it is difficult to assess how well foundation subjects have been learnt and wanted it to be manageable and meaningful. EE gave a detailed verbal report to Governors. IJ said that in summary, this priority is around 75% complete. By the summer term there will be an assessment system in place. EE said that Art has been the prototype currently so it can be tweaked where necessary in future. It is thought that this will also become a tool for report writing too. LFL commented that this would be an incredible outcome and very motivating. IJ said that there is no easy way to generate a report so if Mags can help then this will be a massive bonus.</p> <p><b>Target 2</b> – IJ said that this priority is data driven. There are 3 data collections throughout the year, Christmas, Easter and Summer. IJ said that the aim is to try to create an average. Last year it was 62%. The Christmas data is averaging out at 65% across all year groups. This has been the result of lots of interventions in place.</p> <p><b>Target 3</b> – IJ said that attendance has been rather sporadic. Sometimes it looks like things have improved then it dips again. Jo Blackshaw has worked hard to encourage attendance and has created links with other schools in order to do so. She recently contacted Redwood School to see what Ofsted were looking for on their recent visit. One of the biggest things is managing relationships with parents and families in order to overcome difficulties. LFL asked for examples of what is in place this year to encourage better attendance. IJ said home visits are taking place alongside more meetings with parents. LFL stated her concerns around the certificate for 100% attendance but recognises that this is an Ofsted target. IJ said that since the Covid pandemic, school is not the priority that it once was for some families. IJ said that lots of headteachers have commented on this. Children seem to have days off for no particular reason now, which is probably partly due to lockdown. LFL highlighted her concern that if 100% attendance becomes rewarded through certification, does this have a wellbeing impact? Will children feel obliged to come in even when they feel unwell? LFL wondered if this is in line with the mental health wellness work that the school does so well. IJ said this is an interesting point. He said that the use of the certificate will be reviewed throughout the year.</p> <p><b>Target 4</b> – IJ said that school has signed up with Derbyshire Research School. A cluster group has also been set up chaired by Kate Nash. Some subject leaders have been sharing good practice and there has been a significant amount of progress.</p>	
07/23	<p><b><u>Deep dive tutorial feedback (following Vince's visit)</u></b></p> <p>Vince Hampton came into school 2 Mondays in a row and met all subject</p>	

	<p>leads for a deep dive. He brought in a set of notes for each subject lead with suggestions. EE said that some of the staff were very nervous but were confident. EE said that a lot of them are now taking the reins with their subjects. They had found the sessions extremely useful. They were also asked how they speak to Governors about their subjects. EE said that it had been useful to her too as it highlighted what needs to be done going forward.</p> <p>LM asked about staff contact with Governors. What is the best approach without asking for extra time with them? IJ said that Governors could attend staff meetings on Teams. Moving forward there could be some sort of structured meetings.</p> <p>EE said that the questions she had been shown were useful. Governors could be allocated to different subjects. LM stated that Governors have already been allocated different subjects in Curriculum Families. LM asked for dates of meetings to be shared. EE to forward schedule to IJ who will send to Governors.</p>	EE/IJ
08/23	<p><b><u>Governor Work Planner/Allocation of Tasks</u></b></p> <p>To be discussed at the next FGB.</p>	
09/23	<p><b><u>Policies/Documents for Ratification</u></b></p> <p>No policies to ratify on this occasion.</p>	
10/23	<p><b><u>Governor Visits/Training/Monitoring Visits Schedule</u></b></p> <p><b>Governor Visits</b> – CC/LFL had completed a very positive monitoring visit and commented that the children were very engaging. CC hoped to see evidence of Fast 4 and Final 4 in use. Two classes were monitored and CC/LFL both witnessed the use of Fast 4, introducing children to what they had been taught previously. CC said that she had seen the same methods consistently with different teachers. Final 4 was not evidenced on this occasion. LFL said that the children were very comfortable with this formula which clearly shows understanding and teacher involvement. LFL praised the whole of the team.</p>	
11/23	<p><b><u>Determination of confidentiality of business</u></b></p> <p>Nothing identified as confidential.</p>	
12/23	<p><b><u>What have we achieved from this meeting?</u></b></p> <p>Governors have gained a thorough understanding of the position in school so far this year.</p>	
13/23	<p>Dates of next meetings –</p> <p><b>FGB Meeting 16 February 2023 at 5.30 pm</b>  <b>Resources Meeting 27 April 2023 at 5pm (in school) Budget</b>  <b>Curriculum Meeting 25 May 2023 at 5pm via Teams</b></p> <p><i>All Meeting Dates for 2022-2023 on Governorhub</i></p>	

**The meeting ended at 6.00 pm.**

Signed \_\_\_\_\_ Dated \_\_\_\_\_