



Minutes of the Standards and Effectiveness Committee Meeting held on Monday, 14th September 2020 at 6.00pm

Present: Ben Sutton (Headteacher) Claire Scott-South
Yannick Berland (Acting Chair) Vaunda Powell
Jamie Kew-Robson Pat Wilson

In Attendance: Mary-Kate Swiers (Assistant Headteacher)
Clare Smith
Samantha Vince (Governance Support Officer, Clerk to Governors)

		Action									
	Election of Chair The current Chair of the Standards and Effectiveness committee confirmed he did not wish to stand for re-election due to other commitments. The Clerk requested nominations for the position of Chair but none were forth-coming. The Committee agreed to raise an action to the FGB to elect a Chair for the Standards and Effectiveness committee. Mr Berland agreed to act as Chair for this meeting.	Clerk									
	Committee Terms of Reference (previously distributed) The Committee approved the Terms of Reference for the Standards and Effectiveness committee. Clerk to update approval on the document and issue with the minutes.	Clerk									
1.	Apologies for Absence and Declarations of Interest The Chair welcomed everyone to the meeting and there were no apologies received. Michael Noakes was absent. There were no declarations of interest.										
2.	Minutes of the last meeting held on 9th March 2020 - Previously distributed Governors were in agreement that the minutes were a true and accurate record of the meeting, and the Chair was then duly authorised to sign the minutes.										
3.	Action Points and Matters Arising <table border="1"> <thead> <tr> <th></th><th>Action</th><th>Status</th></tr> </thead> <tbody> <tr> <td>1.</td><td>Alter the dates on the action plan (agenda planner) and send out to all governors concerned.</td><td>Agenda item – for Nov S&E – Chair to bring it to the next meeting.</td></tr> <tr> <td>2.</td><td>Facilitate signing of minutes of the committee meeting held on 12/11/19 by Chair, Yannick Berland.</td><td>Completed - approved at FGB on 24/06/20.</td></tr> </tbody> </table> Matters Arising There were no matters raised.		Action	Status	1.	Alter the dates on the action plan (agenda planner) and send out to all governors concerned.	Agenda item – for Nov S&E – Chair to bring it to the next meeting.	2.	Facilitate signing of minutes of the committee meeting held on 12/11/19 by Chair, Yannick Berland.	Completed - approved at FGB on 24/06/20.	Agenda
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4.	<p>Behaviour and Attendance Update (previous term)</p> <p>The Headteacher was invited to provide a behaviour and attendance update.</p> <p>Behaviour</p> <p>It was noted that behaviour of the children had been very good. A governor asked how parents had dealt with the new procedures in place at school and the Headteacher confirmed there had been no issues and that parents had been supportive. He had also sent a reminder email to parents, just to re-iterate the procedures in place. A governor noted the procedures were working well in school and they had no concerns.</p> <p>Attendance</p> <p>The Headteacher confirmed there were a couple of children self-isolating at home due to symptoms in the home or because they had recently returned from holiday abroad. Attendance was confirmed as being very high (in the high 90's percentage wise) which was seen as fantastic, given the circumstances. The Headteacher noted the children were very settled and the anxiety the school had been prepared for had not materialised. There had been some upset children but no more than was expected for a normal September start to the school year.</p> <p>A governor asked how the school had felt in June and July. An assistant Headteacher confirmed there was no behaviour data available for this period but anecdotally the school had felt very calm with a positive atmosphere. The children were glad to be back at school and had missed their friends and the structure of the school day. A staff member noted fully re-opening the school in September had tested the upscaling of the plans which were already in place and it had worked well, meaning a very successful and positive start to the new academic year. The Headteacher noted the plans put into place by the previous Headteacher and the team were very comprehensive.</p>	
5.	<p>Feedback on Grading and Associated Evidence of Quality of Teaching</p> <p>No report was available given the impact of Coronavirus.</p> <p>A governor asked how easy had it been to set work and whether the momentum was continuing. The Headteacher confirmed the school felt very purposeful and it did not feel any different to normal. He also noted that the teachers were very good at finding out what the children did or did not know, but that was something they would do as part of their normal duties anyhow.</p> <p>It was confirmed that the vast majority of children had been very engaged with home learning, with online learning having been a great success. As it was so successful, the school had decided to continue to utilise the online provision for homework, now school had re-started for everyone, which had the added benefit of reducing resources being moved between home and school (such as homework books). The school was still supporting children with technology where required by providing Chromebooks or paper copies where necessary.</p> <p>The Headteacher confirmed that the on-line provision was ready to be fully rolled out if a lockdown situation happened again.</p>	
6.	<p>Policy Review</p> <p>Computing and Internet Use (previously distributed) –</p> <p>A governor suggested that the steps the school had put into place where children had little or no access to technology should be included in the policy, thereby demonstrating that the school ensured access for all pupils. It was suggested this may be better placed in the homework policy. However the Assistant Headteacher confirmed there was currently a new policy being drafted regarding Remote Learning and that this included a section on the accessibility of technology and the steps the school took to ensure access for all. It was agreed this was the most appropriate place to record this. It was noted the Remote Learning policy would be tabled for approval at the next FGB.</p>	FGB Agenda

	<p>A governor asked whether the mobile phones part of the policy needed to reflect the current procedure of them being left in baskets in classrooms rather than being left at the office. It was confirmed that once the Coronavirus restrictions had ended, the procedure would revert back to using the office, as stated in the policy, so it was agreed there was no requirement to change this.</p> <p>A governor noted that the school used technology brilliantly to enhance the learning experience across the whole curriculum as part of the ethos of the school, but that did not come across in the policy with a single reference to 'other lessons'. It was agreed to ask Emily Robinson as Computing Lead to review where this could be made more prominent in the policy, which would also be a good development opportunity for her in that role. <i>The governors agreed this was a minor change and approved the policy on the basis of this change being made.</i></p> <p>It was agreed the policy should be re-circulated for information once the change had been made.</p> <p>Pupil Premium Strategy – not tabled at this meeting. The Committee agreed to review this at the next Standards and Effectiveness meeting in November.</p>	<p>Emily Robinson</p> <p>Head</p> <p>Agenda</p>
7.	<p>Any Other Business</p> <p>No other business was raised.</p>	
8.	<p>Dates and time of next meeting:</p> <p>16th November 2020</p>	

The meeting ended at 18:40 pm

APPROVED AT THE DRINGHOUSES STANDARDS & EFFECTIVENESS COMMITTEE ON 8TH DECEMBER 2020 – NO SIGNATURE DUE TO COVID RESTRICTIONS.

Yannick Berland (Acting Chair)

Date

**Action Plan following the Meeting of the Standards and Effectiveness Committee
held on 14th September 2020**

Action	Item	Person(s) Responsible	Timescale
1. Raise to FGB to elect a Chair for the Standards and Effectiveness committee	-	Clerk	By next FGB
2. Update approval on the Terms of Reference document and issue with the minutes	-	Clerk	By end Sep
3. Update the Computing & Internet Use policy to better reflect how the school utilises technology across the curriculum	6	Emily Robinson	By next meeting (Nov 16 th)
4. Circulate the updated Computing & Internet Use policy for information once updates in Action 3 had been completed	6	Headteacher	By next meeting (Nov 16 th)

Items for the next Standards & Effectiveness Committee:

- Committee Action Plan (Agenda planner) for review
- Pupil Premium Strategy

Items for the next FGB:

- Remote Learning policy