



	<p>m. <i>Action Item 41: Reference to BLINK assessments to be removed. Action to be amended to “Chair to arrange to discuss School Pride with Year 6”.</i></p> <p>n. <i>Action Item 42: Action to be amended to “Chair and MH to examine curriculum statements on School website for clarity and completeness”.</i></p> <p>o. <i>Action Item 43: See Agenda Item 6c. Ongoing.</i></p> <p>p. <i>Action Item 44: See Agenda Item 5c. Ongoing.</i></p> <p>q. <i>Action Item 45: Completed.</i></p> <p>r. <i>Action Item 46: Letter to parents drafted by Head, MH and GD. Financial details being checked before sending the letter out. Ongoing.</i></p>	<p>Chair Chair,MH</p>
<p><b>5</b></p>	<p><b>Governor Business:</b></p> <p><b>a. Governors’ strategic plan:</b></p> <p>i. MH reminded those present that she needed the remaining responses to her request for comments on the Vision “cloud” discussed at the last FGB.</p> <p>ii. FPPS Committee members had also been asked to comment.</p> <p>iii. The Vision “cloud” and the evolving strategic plan would be discussed in detail at the next FGB.</p> <p><b>Action: MH to remind Governors to provide comments on Vision “cloud”.</b></p> <p><b>b. Questions arising from:</b></p> <p>i. <b>Reports from Governors’ visits:</b></p> <p>a) Forthcoming visits had already been discussed at Agenda Item 4i and 4m.</p> <p>b) See also Agenda Item 5c below.</p> <p>c) Governors had undertaken a learning walk immediately prior to the TABS Committee meeting.</p> <p>d) MH had amended the monitoring report form.</p> <p>ii. <b>Standards and Achievements sub-group update:</b></p> <p>a) The Achievements sub-committee would meet on 17 May 2017.</p> <p>b) The Head would share SEND data with the Achievements sub-committee.</p> <p>iii. <b>Review of Terms of Reference (TOR) for TABS Committee:</b></p> <p>a) The current TOR were circulated to Governors prior to the meeting.</p> <p>b) The Head suggested that they needed redrafting to take account of national changes as well as changes within the School and to fit with the Governors’ strategic plan. She provided an example and offered to forward her re-drafted version to Governors.</p> <p><b>c) Following discussion, the Committee agreed to provide amendments to the proposed re-drafted TOR so that the revised TOR could be confirmed at the next TABS Committee meeting.</b></p> <p><b>Actions:</b></p> <p><b>1. Head to email proposed revision of TOR for TABS Committee to Governors for comment.</b></p> <p><b>2. Clerk to include confirmation of TOR on Agenda for next TABS Committee meeting.</b></p> <p><b>c. Governors’ visits during 2016-17:</b></p> <p>i. The Head reminded governors that they could invite other staff members to report to governors. This could be in the form of a written report to a committee or verbally. Advocates may wish to arrange meetings with appropriate members of staff or invite them to a Committee meeting.</p> <p>ii. The Committee discussed linking reports to Governors’ monitoring visits, whether by the Committee or by an individual Governor with particular responsibilities.</p> <p>iii. FS pointed out that this was already happening with Pupil Premium.</p>	<p>MH</p> <p>Head Clerk</p>

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	<p>iv. Governors agreed with the Head's suggestion and thanked her for raising it.</p> <p>v. <b>Governors agreed that:</b></p> <p>a) <b>During the summer term, they would monitor the work on British Values.</b> See also Agenda Item 6e.</p> <p>b) <b>At the next meeting, they would start to develop a year plan for monitoring visits for 2017-18.</b> See action at Agenda Item 9</p> <p>c) <b>They would investigate the anti-bullying measures currently in place.</b></p> <p><b>Action: Chair to confirm visits to assess British Values and anti-bullying measures.</b></p>	<p><b>Chair</b></p>
<p><b>6</b></p>	<p><b>Leadership and Management:</b></p> <p>The Head reminded Governors that some of the leadership and management update had been covered in her report to FGB on 2 May 2017. She produced a hard-copy summary report, the information from which could be used by Governors to update their crib sheets. As this was a living document, it would be updated regularly.</p> <p><b>Action: Head to circulate summary Leadership and Management report to Governors.</b></p> <p><b>a. Vision and values:</b></p> <p>i. <b>Governors discussed the School's values (ACHIEVE) and agreed to review them before end of the summer term.</b> This would be undertaken as part of the training session for Governors and staff on 6 June.</p> <p>ii. <i>In response to a question from a Governor, the Head confirmed the School's values would be included in the PSHE curriculum and in assemblies next term for each year group.</i></p> <p><b>Action: Head to lead review of ACHIEVE at training session on 6 June 2017.</b></p> <p><b>b. Curriculum:</b></p> <p>i. The Head's report to TABS Committee contained the curriculum drivers. These would be used to evaluate the curriculum at the end of the summer term.</p> <p>ii. The Head highlighted areas for development:</p> <p>a) Diversity: More attention needed to be given to Diversity, which was also covered at Agenda Item 7d. Following a detailed discussion about the importance of embedding Diversity within the curriculum, both the Chair and LB offered to assist.</p> <p>b) Enquiry: Encouragement to children to be inquisitive and ask questions.</p> <p>c) Enterprise: Providing opportunities for children to show independence and enterprise.</p> <p>d) Community links: Extension of existing and formation of new links.</p> <p>iii. <i>A Governor questioned how long the School had been using the model for curriculum drivers, to which the Head responded that it had been in use for 2 years.</i> She amplified this by commenting that not everything could be covered in 2 years so she was now looking at a 4-year plan with teachers. She also reminded Governors that over the past 2 years, there had also been changes to the curriculum, so reviewing the curriculum drivers was at this point was appropriate.</p> <p>iv. FS provided an example of how the curriculum was to be 'collapsed' for a week in order to focus on Design Technology in KS2.</p> <p>v. <i>Another Governor questioned the current approach to Enquiry.</i> The Head discussed her vision for a curriculum that was far more fluid and open to enable greater depth and opportunities for children to follow lines of enquiry and not to be constrained by timetabling. The Chair would look at this when</p>	<p><b>Head</b></p> <p><b>Head</b></p> <p><b>Chair</b></p>

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<p>she talked to staff about the curriculum.</p> <p><b>Action: Chair to include Enquiry in discussions with staff.</b></p> <p>c. <b>Extra-curricular activities:</b></p> <ul style="list-style-type: none"> <li>i. MH informed Governors that she had started the review of extra-curricular club registers.</li> <li>ii. The School maintained good links with various local groups.</li> </ul> <p>d. <b>PE and Sport Premium funding:</b></p> <ul style="list-style-type: none"> <li>i. Sport premium funding was included in the Head's report to FGB. She outlined the impact of that funding.</li> <li>ii. <i>In response to a question from a Governor, the Head confirmed that Years 5 and 6 were still having swimming lessons in the summer term.</i></li> <li>iii. The Head informed Governors that Hunts Schools Sports Partnership were offering a range of options for supporting schools within their package in 2017-18. She was considering the enhanced offer which would provide weekly coaching/training as well as a range of other activities across the year. The cost was £7,000. The current package was £4,000 which provided the equivalent of fortnightly coaching/training. Governors were content that the support given was worthwhile and the cost could be met within the £9000 sport premium funding, particularly as the school had carried forward £3,000 in funding from the previous year.</li> </ul> <p>e. <b>British values:</b> British values were covered in the Head's report to TABS and at Agenda Item 5c. During the summer term, Governors would monitor the work within School to assess its impact.</p> <p>f. <b>Monitoring of teaching, learning and assessment:</b></p> <ul style="list-style-type: none"> <li>i. The Head informed Governors that she had not carried out any BLINK monitoring visits this term due to illness. These would resume in the second half of term. She provided an overview of the strengths/areas for development identified in BLINK monitoring to date.</li> <li>ii. Governors discussed the reading environment for KS1.</li> <li>iii. <i>A Governor asked about the quality of questioning, which was raised by the Head in her overview.</i> The Head responded that there was depth in some classes and gave details.</li> <li>iv. The Head commented that recording of practical tasks in KS1 was problematic because there was less physical evidence of the work undertaken. However, the Chair was aware of an app which might be of use and offered to send details to the Head to consider.</li> </ul> <p><b>Action: Chair to send Head details of app for potential use in recording practical tasks undertaken in KS1.</b></p> <p>g. <b>Pupil Premium:</b></p> <p>FS was the member of staff with responsibility for overseeing Pupil Premium in School. She gave Governors a hardcopy report and discussed it with Governors. <i>A Governors questioned how the impact of Pupil Premium funding was assessed.</i> FS responded that she was currently meeting with staff to discuss the Pupil Premium children with a focus on individual strengths and needs and decide what to spend the funding on. Teachers were keeping a record of the support given to each child.</p> <p><i>In response to a question from a different Governor, FS explained what she was doing to ensure she knew the situation for each child sufficiently.</i></p> <p>h. <b>Safeguarding:</b></p> <p>The Head informed Governors that safeguarding concerns were now directed straight to Social Care. The Helpline provided by Education Child Protection team</p>	<p><b>Chair</b></p>
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	<p>had been removed.</p> <p><b>i. SEND:</b></p> <p>i. The Head gave details of the SEND commitment within the School. There were 10 children with Educational Health Care Plans (EHCP) and another 15 children who needed support but did not have EHCP.</p> <p>ii. <i>In response to a question from a Governor, the Head gave an outline of the planning involved and the day-to-day work required by staff to ensure this support was given.</i></p> <p>iii. <i>Another Governor asked how the School would be affected when the Inclusion Worker/SENDCo Support Worker left at the end of the summer term.</i> The Head responded that 20 hours of support was provided within the budget.</p> <p><b>j. EYFS:</b> EYFS was covered in the Head's report to FGB on 2 May 2017.</p> <p><b>k. Other leadership:</b></p> <p>i. Governors had previously agreed that the Head would lead a training session for Governors about leadership and management.</p> <p>ii. However, Governors now felt that this was being met by the training sessions with the LA Adviser, the second of which would be on 13 June 2017.</p> <p>iii. Governors and teachers would undertake training centred on ACHIEVE led by the Head on 6 June 2017.</p>	
7	<p><b>Teaching, Learning and Assessment:</b></p> <p>The Head's hard-copy summary report also contained an update on teaching, learning and assessment.</p> <p><b>a. Teachers' standards:</b></p> <p>i. The Head reminded Governors that teachers' standards were encompassed in the Teaching policy which had been reviewed, a draft of which had been circulated to Governors.</p> <p>ii. Following review with staff, the Head would bring the Teaching policy to the next TABS Committee meeting.</p> <p><b>Action: Head to bring Teaching policy to the next TABS Committee meeting for approval.</b></p> <p><b>b. Age related expectations:</b> The discussion was combined with Agenda Item 7c below.</p> <p><b>c. Assessment:</b></p> <p>i. The Head reminded Governors that Year 6 had now completed KS2 SATS and that Year 2 would complete KS1 SATS before half-term.</p> <p>ii. The Head's report to TABS contained details of the discussion with staff following analysis of the data they had submitted for the whole School.</p> <p>iii. The Head gave details of the key questions arising from the data and the actions being taken as a result. She highlighted:</p> <p>a) Reading: Assessment of reading in KS1 needed to be reviewed to ensure confidence in summative assessments. Good practice at other schools in assessing KS1 reading would be investigated and implemented.</p> <p>b) Maths: Insufficient questions to challenge children's reasoning abilities. This was a focus for the summer term and the LA Maths Adviser would be asked to lead a training session on training for reasoning.</p> <p>c) Percentage of children expected to achieve Greater Depth of learning: This was linked to confidence in assessments in both Reading and Maths.</p> <p>d) <i>In response to a question from a Governor, the Head gave greater detail about how staff were being supported and encouraged to assist each other.</i></p> <p>e) Support to SEND children: The Head would meet with individual teachers to investigate those children who were not on track to meet age related</p>	Head

	<p>expectations, including those with SEND.</p> <p>f) Readiness for KS2 expectations: <i>In response to a question from a different Governor, the Head expanded the information given in her report.</i></p> <p>d. <b>Working with parents:</b></p> <ol style="list-style-type: none"> <li>i. This was covered in the Head's report to TABS.</li> <li>ii. There were no specific curriculum events planned for the summer term but the Head gave details of School activities to which parents were invited.</li> </ol> <p>e. <b>Diversity:</b> The Head was in touch with Cambridgeshire Race, Equality and Diversity Service (CREDS) with a view to a whole School diversity project for autumn 2017.</p> <p>f. <b>Basic skills, English and Maths:</b> See Agenda Item 7c above.</p>	
8	<p><b>Personal development, behaviour and welfare:</b></p> <p>a. <b>Behaviour report:</b> The Head informed Governors that there had been a minor behavioural issue, with which she had dealt.</p> <p>b. <b>Safeguarding update:</b></p> <ol style="list-style-type: none"> <li>i. FS reminded Governors that she was the computing lead for the School.</li> <li>ii. FS talked to Governors about the E-safety curriculum, which included online behaviour. She explained the teaching plan for children in each year group, which was important as a part of safeguarding. She pointed out that to be effective, teaching relating to e-safety was carried out throughout the year, rather than on an occasional lesson basis.</li> <li>iii. <i>A Governor asked what instructions were given to parents about e-safety.</i> FS and the Head responded that emails were sent out to all parents regularly and that information and links to e-safety sites for parents were posted on the school Facebook page. The new School website contained less specific instructions than the old website.</li> <li>iv. E-safety policies had been reviewed; see Agenda Item 10cii below.</li> </ol> <p>c. <b>Pupil well-being:</b></p> <ol style="list-style-type: none"> <li>i. The Chair informed Governors that she would like to conduct a follow-up to the pupil wellbeing survey.</li> <li>ii. She proposed conducting it differently to the last survey and explained her reasons.</li> <li>iii. The Chair would talk to the Head about the next pupil wellbeing survey.</li> </ol> <p><b>Action: Chair to discuss dates and format for pupil wellbeing survey with Head.</b></p> <p>d. <b>Pupil voice:</b></p> <ol style="list-style-type: none"> <li>i. FS informed Governors that the School Council was made up of every child in Year 6. She explained how it worked and what they did.</li> <li>ii. She highlighted the links to enterprise projects.</li> <li>iii. The Head pointed out that the School Council involved a lot of commitment from Year 6.</li> <li>iv. <i>A Governor asked about play leaders, to which the Head responded with details.</i></li> <li>v. The Head informed Governors that there were no Year 6 peer mediators in 2017-18. Some had been trained last year but it had not proved successful and involved a time commitment which it was felt was too great during exam year.</li> <li>vi. <i>In response to a question from a different Governor, the Head suggested that</i></li> </ol>	Chair

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	<p><i>in 2017-18, Year 5 could be considered for involvement in peer mediation.</i></p> <p>e. <b>Youth leadership:</b></p> <ul style="list-style-type: none"> <li>i. Sports leadership was being undertaken by Year 5, who had a lot of involvement during the year.</li> <li>ii. <i>In response to a question from a Governor, The Head explained that involving Year 5 had ensured that Year 6 were not over-burdened.</i></li> <li>iii. Year 6 would be further involved in sports leadership after half term and would provide support to the KS1 sports day.</li> <li>iv. FS gave details about the Singing leaders and their role within assemblies.</li> </ul> <p>f. <b>Attendance:</b> Attendance was covered in the report given to FGB on 2 May 2017. There was nothing further to add.</p>	
9	<p><b>Evaluating Outcomes:</b></p> <p>The Chair informed Governors that she and MH would discuss a draft plan for future Governor monitoring visits for discussion at the next TABS Committee meeting.</p> <p><b>Action: Chair and MH to prepare draft plan for future Governor visits for discussion on 27 June 2017</b></p>	Chair, MH
10	<p><b>Policies:</b></p> <p>The policies schedule was circulated to Governors in advance of the meeting.</p> <p>a. <b>Progress update for following policies/guidance documents:</b></p> <ul style="list-style-type: none"> <li>i. The Head gave an update on work on the Accessibility Plan.</li> <li>ii. She informed Governors that a meeting to discuss the elements of the Plan had now been held. Due to the length of time since it had initially been put together, it now needed further review.</li> <li>iii. The Head suggested that the finalised Accessibility Plan would be available for the start of 2017-18.</li> </ul> <p><b>Action: Head to forward reviewed Accessibility Plan to all Governors for comment.</b></p> <p>b. <b>Statutory policies:</b></p> <p>There were no statutory policies due for review in the summer term.</p> <p>c. <b>Non-Statutory policies:</b></p> <ul style="list-style-type: none"> <li>i. <b>Teaching policy:</b> <ul style="list-style-type: none"> <li>a) The reviewed Teaching policy had been circulated to Governors prior to the meeting.</li> <li>b) The Head informed Governors that she needed to consult staff.</li> <li>c) Governors agreed to carry forward the Teaching policy to the next TABS Committee meeting.</li> </ul> </li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>1. <b>Head to consult staff on proposed Teaching policy.</b></li> <li>2. <b>Clerk to include Teaching policy on Agenda for next TABS Committee meeting.</b></li> </ul> <ul style="list-style-type: none"> <li>ii. <b>E-safety policy:</b> <ul style="list-style-type: none"> <li>a) The E-safety policy had been circulated to Governors prior to the meeting.</li> <li><b>b) The reviewed E-safety policy was agreed and adopted by TABS Committee.</b></li> </ul> </li> </ul> <p>d. <b>Curriculum statements:</b></p> <ul style="list-style-type: none"> <li>i. See also Agenda Item 4n.</li> <li>ii. The Head reminded Governors that curriculum statements for all subjects were on the website.</li> <li>iii. At the previous TABS Committee, it had been agreed that the curriculum</li> </ul>	<p>Head</p> <p>Head Clerk</p>

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	statements needed to be reviewed (existing Action Item 42). At Agenda Item 4n, Action 42 was amended to show that the Chair and MH would examine curriculum statements on School website for clarity and completeness.	
<b>11</b>	<b>Any other business:</b> There was no other business.	
	<b>Date of next TABS Committee meeting: Tuesday 27 June 2017 at 6.30pm.</b>	

The meeting ended at 12.01pm

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