



WILLIAM STUKELEY CHURCH OF ENGLAND VA PRIMARY SCHOOL

**SCHOOL DEVELOPMENT COMMITTEE MEETING MINUTES
WEDNESDAY 17TH OCTOBER 2018 AT 5:30PM**

PART 1

Present: Mr. I. Braid (Chair), Mr. T. Emery, Mr. S. Cuthbertson, Ms. T. Hanson, Revd. K. Plant, Mr. R. Nicholas, Mr. R. West.
Also present: Jane Francis (Clerk to the Governors)

Special educational Needs (SEN) Presentation by Michele Holliday

Meeting started at 5:30pm

Agenda item	Issues	Agreed Action	Responsible												
SEN Presentation	SEND Statistics at January 2018	<p>The presentation highlighted the volume of evidence that is required to apply for an EHIC. Governors felt that the content of the presentation should be brought to the attention of all staff including the importance of contributing to the evidence as and when it is requested.</p> <table border="1"> <thead> <tr> <th></th> <th>National</th> <th>LA</th> <th>School</th> </tr> </thead> <tbody> <tr> <td>%SEND pupils</td> <td>14.6</td> <td>14.6</td> <td>16.4</td> </tr> <tr> <td>% EHIC</td> <td>2.9</td> <td>1.4</td> <td>2.8</td> </tr> </tbody> </table> <p>Q. How many children in school are currently SEN? A. There are 46 SEN children, 19 girls and 27 boys.</p> <p>Q. Even if all the evidence has been gathered, can an EHIC still be refused? A. Yes. Children who show any signs of progress in a 12 week period are still likely to be turned down.</p> <p>Mr Emery confirmed that he and Mrs Holliday would meet with an Educational Psychologist on 1st November. The plan is to employ him to undertake the responsibilities of a service that</p>		National	LA	School	%SEND pupils	14.6	14.6	16.4	% EHIC	2.9	1.4	2.8	
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		<p>was previously provided by County free of charge.</p> <p>Q. How easy is it to find an Educational Psychologist? A. You can subscribe to Lincolnshire County Council service who offer one free consultation per annum, after which you have to pay.</p> <p>Q. Can we afford to pay for the service? A. We have to find the money. It is important that we have a group of people working together to assess our SEN cases.</p> <p>Q. How long does it take to put a case together to refer for an EHIC? A. You cannot quantify because every case is different.</p>	
Prayer		The prayer was given by Revd. K. Plant.	
1. Apologies		Mr. Nicholas and Mr. West sent apologies in advance of the meeting for late arrival.	
2. Election of Chair		Mr. Braid agreed to stand for a further term. Proposed: Revd. Plant; Seconded: Mr. West and carried unanimously.	
3. Review of the Constitution.		Proposed: Mr. Braid; Seconded: Mr. West and adopted. Q. Do we undertake a staff survey to see how everyone is feeling? A. Mr. Emery was not adverse to it but also did not think a paper exercise was the best way forward. Governors discussed ways to show staff that they were appreciated.	Mrs Harlock to look at joint / corporate membership of the new gym in Holbeach
4. Declaration of Interest		There were no declarations of interest.	
5. Minutes of the meeting held on 25 th April 2018		Proposed: Mr. Cuthbertson; seconded: Revd. Plant and signed as a true record by Mr. Braid.	
6. Matters arising from these minutes		There were no matters arising.	
7. Head Teachers report	<i>Oracy</i>	The Cluster have subscribed to the WellComm Toolkit and to	

	<p><i>School Development Plan (SDP)</i></p> <p><i>Active English</i></p> <p><i>WellComm</i></p>	<p>the 'Wizard' which allows all data from schools to be looked at collectively. Mr Emery explained that WellComm is a speech and language toolkit for screening and intervention in the Early Years that plays a crucial role in identifying children with potential language difficulties and offers a range of intervention activities to help support their language development.</p> <p>To date, enhancement has included a 'Teddy Bears Picnic with associated activities. Next term will focus on Nursery Rhymes fitting in with the national Nursery Rhymes Week.</p> <p>A meeting, early in Term 2 will agree a set list of language to develop.</p> <p>Mr. Emery to consider the WellComm materials.</p> <p>Q Why are over 50% of children behind age related when they enter school?</p> <p>A. It is partly to do with parenting and also the use of mobile units. We bring parents of new children into school and explain the importance of reading with their children.</p> <p>Mr. Emery and Mr Cuthbertson visited a school in London where Oracy is working throughout the curriculum from age 4 to 18.</p> <p>A new development plan is being created with the help of each Faculty. A decision still to be taken on whether it runs for two or three years.</p> <p>A whole school support package for the teaching of grammar, writing and punctuation. It is largely aimed at years 1 to 4, but elements can be used across all year groups to meet the needs of pupils. What is important, is a whole school approach, with all teachers and teaching assistants being supported to implement the programme consistently.</p> <p>Mrs Cuthbertson and Mrs Underwood to attend a workshop.</p> <p>A speech and language toolkit for screening and intervention in the Early Years that plays a crucial role in identifying children</p>	
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<p><i>Revd. K. Plant left the meeting at 18.50.</i></p>	<p><i>Attendance</i></p>	<p>with potential language difficulties and offers a range of intervention activities to help support language development</p> <p>Current attendance is 95.8%, which is short of the 97% target and we know that attendance has a direct bearing on achievement.</p> <p>Q. Do we need to set an example? A. We can go to a fine at any time but it may not be the best option</p> <p>Q. What other options do we have? A. Families are invited in for a conversation. This works for some but not others.</p> <p>Governors agreed that a letter should go to all parents from the Chair of Governors which highlights that holidays in school times should only be taken in exceptional circumstances and that a proper request should made.</p>	<p>Mr Braid to speak to Mr. Nicholas.</p>
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8. Steering Groups		3 Governor Days have been set. Now need to see what needs covering and work out a timetable.	
9. Policies		<p>Design and Technology Q. Does GDPR need to be included? A. No. Proposed: Mr. West; Seconded: Mr. Braid and carried</p> <p>Maths Policy Page 1 (5th para) – remove the word ‘cultural’ – because it has been written twice. Proposed: Mr. Braid; Seconded by: Ms Handson and carried</p> <p>Confidentiality Page 1 – include the GDPR Data Protection Regulations 2018 Proposed: Mr. Braid; Seconded: Mr. Nicholas and carried.</p>	

The meeting closed at 7.40pm

Signed: _____ Chair of Committee

Date: _____