



St James' RC Academy Trust, Maybury Close, Petts Wood. BR5 1BL
Faith in Action, Working Together, Walking in the Footsteps of Christ

Minutes of the Children and Learning Committee meeting held on 9 November 2021

The Governors agreed, in June 2009, that all papers submitted to and the minutes arising from, meetings of the Governing body and its sub-committees, should be fully prepared, and managed, in line with the regulations and the guidance, taking into account the Freedom of Information and Data Protection Acts. Minutes concerning confidential matters will not be published.

All documents discussed were circulated prior to the meeting unless otherwise specified.

Present	Mary Hutchinson – Chair of Governors Lisa Weeks – Head Teacher Michelle Wilson – Deputy Head Teacher Margaret Connell Elizabeth Williamson In attendance: Dominique Wells – Clerk
1. Opening Prayer	The Chair of Governors led the opening prayer.
2. Apologies for Absence	Cat Hardiman
3. Declaration of Interest	None.
4. Minutes of last meeting and matters arising	Minutes The minutes were agreed as correct and taken as a true record. Matters arising None.

5. Terms of Reference	The Terms of Reference were agreed by the committee and signed by the Chair.	
6. Holding the School to Account	Given the School's recent OFSTED inspection, this item will be taken to the Spring Term Full Governing Body meeting.	
7. SDIP	<p>The main points highlighted were:</p> <ul style="list-style-type: none"> - reading at KS2 is above the national average - boys and girls are equal in progress of reading and writing - progress of SEND and pupil premium children is in line with their peers. <p>This is constantly under review.</p>	
8. Reports	<p>8.1 Data report Data is looking healthy. Reading is on track – Y4 in particular have an exceeding reading score. Writing is in line with expected – Y2 and Y3 are particularly exceeding. Maths is exceeding in Y2 and Y3.</p> <p>8.2 Targets for Y2 and Y6</p>	
9. Policies	<p>Policies were circulated prior to the meeting.</p> <p><u>9.3 Children with health needs who cannot attend school</u> <i>Questions asked by Governors:</i> <i>Q: Have there been any non-attendees due to Covid?</i> <i>A: Some arrangements have been agreed with some families who have vulnerable members, but all children are in school.</i></p> <p><u>9.4 Educational visits</u> Taken to FGB meeting.</p> <p>All policies were agreed and will be signed electronically by the Chair.</p>	

<p>10. Umbrella Trust updates</p>	<p>The Head Teachers are due to meet next Thursday. They have been meeting weekly on Zoom during COVID and have resumed meetings (still on Zoom) on the usual half-termly basis.</p> <p>The Chairs have not yet secured a meeting with Simon Hughes as 2 other schools in the UT have OFSTED inspections.</p> <p>The Chair of Governors reported that she had undertaken training on the pros and cons of forming a MAT and recommended the trainer. Both sides had been presented objectively and clearly and it had been worthwhile training.</p>	
<p>11. Staffing Updates</p>	<p>The ECT (NQT) is on a 2-year probationary period. She is teaching Y3 and is considered outstanding, a team player who is ready to learn. The School is very fortunate to have her.</p> <p>Mrs Martin will go on maternity leave on 27th November. Mrs Le Cuirot will be covering her and has spent 3 days shadowing. She will fit in very well.</p> <p>Mme Battan is the new French teacher for KS2 and Y2.</p>	
<p>12. Any Other Business</p>	<p>Governors congratulated the Head Teacher and staff for managing the OFSTED inspection so well. Thanks were, in turn, given to Governors for their support during the process.</p>	
<p>13. Dates of next meetings</p>	<p>Pay Committee Thursday, 25 November at 4.30pm</p> <p>Full Governing Body Thursday 25 November at 5.00pm</p> <p>Resources & Audit Committee Tuesday 18 January at 4.30pm</p> <p>Governor Morning Tuesday 1 February at 9.15am</p> <p>Admissions Committee (to endorse process used for admissions) Tuesday 2 March at 4.00pm <i>- date dependent on Admissions' paperwork from Bromley</i></p> <p>Children & Learning Committee Tuesday 2 March at 4.30pm</p>	

14. Closing Prayer	The Chair of Governors closed the meeting with a prayer.	
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The meeting closed at 1700.