



**Minutes**  
**Teaching & Learning Committee Meeting**  
**Monday 9<sup>th</sup> January 4pm - 2023 - (via Google Teams)**

Nos	Agenda Item / Minute	Action
<b>Part 1</b>	<b>Meeting</b>	
	<p>Prior to the start of the T&amp;L Committee Meeting, <b>Ed Dawson LLP</b>, was invited to brief all Governors available on the recent LLP visit and report. Sarah Rolls and Yordanka Kavalova previously attended the LLP close out meeting.</p> <p style="text-align: center;"><u>Governors in attendance:</u></p> <p>SR Sarah Rolls YK Yordanka Kavalova FA Fiona Ashworth RH Rachael Howe SW Steve Waite PD Paul Davies KC Karen Callow KK Kathryn Knapp CD Revd Canon Christine Dale</p>	
	<p>In providing LLP report feedback to the Governors Ed Dawson highlighted the key action points for each school:</p> <p><b><u>WHJS</u></b></p> <ul style="list-style-type: none"><li>• Improve the consistency of teaching and learning by ensuring best practice observed is fully embedded across all classes and identified staff are building on the knowledge and practice of the most effective teachers in the school.</li><li>• Ensure consistency in marking and feedback so that all children receive the feedback that they need to make the next steps in their learning and ensure that opportunities are created for children to act on this feedback</li><li>• Develop greater levels of pupil independence, ensuring children take responsibility for their learning.</li><li>• Develop the leadership capacity of middle leaders to further impact on outcomes in their subject areas.</li></ul> <p><b><u>St Thomas'</u></b></p>	



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	<ul style="list-style-type: none"> <li>• Embed recent improvements in phonics provision to ensure that outcomes in this area continue to rise.</li> <li>• Develop the leadership capacity of middle leaders to further impact on outcomes in their subject areas.</li> <li>• Ensure tasks are closely matched to the needs of pupils, particularly in Year 2, to ensure children have internalised key learning.</li> <li>• Embed the new synthetic systematic phonics programme across the school, ensuring consistency and fidelity.</li> </ul> <p>In summary Ed Dawson acknowledged significant improvements and developments have been made across both schools since the last LLP visit. These have been driven by the EHT and Deputy, who demonstrate a sustained commitment to ensuring the best outcomes for children across the school. Combined with a good understanding of the strengths of the school, informed by monitoring activities, and an accurate appreciation of the next steps that need to be undertaken to move the school forward.</p> <p>Ed Dawson confirmed his view that with the new senior leadership team and organisation established the school is well placed to continue making improvements that will drive the best outcomes across both schools.</p> <p><b><u>Safeguarding</u></b></p> <p>Following Ed Dawson’s feedback PD took the opportunity, whilst other Governors were present, to raise two points re safeguarding.</p> <ul style="list-style-type: none"> <li>• The schools have decided via the recruitment process to adopt social media checks. This will reflect best practice. It will also be built into the SCR (Single Central Record) checks.</li> <li>• PD reiterated the need for Governors to have confirmed they have read and understand KSIE (September 2022). Evidence of confirmation has been established via a Google Form, this confirmation will be added to declarations in Gov Hub.</li> </ul>	
<b>Part 2</b>	<b>T&amp;L – Meeting</b>	<b>Action</b>

**PD  
SW  
  
ALL  
SW**



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	<p style="text-align: center;"><u>Members in attendance</u></p> <p>YK Yordanka Kavalova - Chair SR Sarah Rolls SW Steve Waite PD Paul Davies KK Kathryn Knapp RH Rachael Howe</p>	
<b>1.</b>	<b>Welcome and Apologies</b>	
	<ul style="list-style-type: none"><li>• No apologies - all members present</li><li>• Declaration of any pecuniary interests - none</li></ul>	
<b>2.</b>	<b>Election of new T&amp;L chair</b>	
	<ul style="list-style-type: none"><li>• YK confirmed her decision to stand down as Chair of the T&amp;L Committee. Members of the committee were asked if they would consider taking the chair. RH expressed interest in gaining a better understanding of the role. YK agreed to brief RH outside of the meeting.</li><li>• YK also agreed to email all Governors to ask if there was any interest in the role.</li><li>• YK confirmed she will remain a member of the T&amp;L committee, until standing down as previously announced, as a Governor at end of the school year.</li><li>• The committee agreed to target identifying a new Chair by the next FGB Meeting, 26<sup>th</sup> January 2023.</li><li>• SR gave thanks to YK for her hard work and time generously given to the Federation FGB. Yordanka played a significant role in establishing the Schools of Woolton Hill and setting high standards of Governance. This has provided the platform on which we can build future success for Primary education in our community.</li></ul>	<p>YK</p> <p>FGB</p>
<b>3.</b>	<b>Milestone 1 data: identified areas, focus on next steps and measure</b>	<b>Action</b>



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	<ul style="list-style-type: none"><li>• PD explained to the committee that Milestone 1 data had been moderated with local schools in Kingsclere, Burghclere and Whitchurch.</li><li>• Overall, the data was lower than expected, impacting these results are the following:<ul style="list-style-type: none"><li>○ Covid</li><li>○ Missed learning</li><li>○ Lack of evidence in books</li><li>○ Reliance, use of NFER tests (National Foundation for Education Research)</li><li>○ Nos of SEN children and those for whom English is not their first language</li></ul></li><li>• PD / SLT are confident that the activities they have undertaken in the addressing the actions from the LLP reports will result in improved results in the Milestone 2 data. These activities are included in the latest version of the Federation SIP. Below is a link to the revised Jan 23, SIP held on Governor Hub. <a href="https://app.governorhub.com/document/63bec7530a82397432f298ee/view">https://app.governorhub.com/document/63bec7530a82397432f298ee/view</a></li></ul>	
4.	<b>Monitoring Focus for Spring 2023</b>	
	<ul style="list-style-type: none"><li>• The focus for Monitoring will be agreed with PD and the new Chair of T&amp;L following the FGB and their appointment.</li></ul>	PD/Chair
5.	<b>AOB</b>	
	<p><b><u>Meeting Dates:</u></b></p> <ul style="list-style-type: none"><li>• FGB meeting 26<sup>th</sup> January 2023 - St Thomas'</li><li>• Next T&amp;L Committee Meeting – TBD</li></ul> <p><b><u>T&amp;L Committee Terms of Reference (ToR)</u></b></p> <ul style="list-style-type: none"><li>• ToR to be reviewed at next meeting, below link to current ToR. <a href="https://app.governorhub.com/document/621a91a19e2cc5bcb7e0bbc1/view">https://app.governorhub.com/document/621a91a19e2cc5bcb7e0bbc1/view</a></li></ul>	