

Excerpts from the Minutes of Teaching & Learning Committee meeting held on 19th October 2021
If you would like a copy of the complete Minutes of this meeting please ask for one at the office

PRESENT:	APOLOGIES:
Jenny Horton (Chair)	Helen Driscoll
Terry Eddleston (New Chair)	Peter Whelan
Nicola Sheerin (Head)	Richard Brighton
Chantel Johnson	
Aneta Kopiczko	
John Barker (Clerk)	

1.00	Apologies	Actions
1.01	Apologies received from: Helen Driscoll – illness Peter Whelan – hospitalisation Richard Brighton – work commitment	JB update the attendance register
1.02	Apologies were accepted and the meeting remained quorate.	
2/3.00	Minutes of the last meeting & matters arising	
1.00	Resolved Items MH has submitted his resignation and did not attend this meeting Update 19.10.21 JH informed governors that her meeting with a prospective governor has been delayed. JH will rearrange and keep governors updated. CJ said that she has also mentioned the vacancy to a friend who is a retired solicitor and she will follow this up.	JB ensure LFL & DFE site is updated and enquire position regarding LA Governor availability RESOLVED
5.05	RB asked if minutes are taken during all staff meetings as minutes could be used as evidence for Ofsted. NS said that at the current time minutes were not taken but agreed that this would be a good idea moving forward.	NS ensure minutes are taken at all staff meetings and retained as evidence. RESOLVED
5.06	NS explained evidence would be from governor visits, asking questions, not accepting data or information on face value, checking / challenging and then reporting back via the written report – this would provide the triangulation of evidence that Ofsted are looking for to confirm strong governance. PW recommended that all governors should attend Pupil Progress meetings when able to do so as these provide a lot of useful information and insight into activity throughout school.	All governors to continue to arrange class visits and provide written reports. RESOLVED
10.02	JH asked NS if our children could complete the Children’s Commissioner Questionnaire (The Big Ask) either at school or alternatively at home. NS confirmed that she would consider the best options for completion of the survey and communicate with parents.	NS to consider best way for children to complete The Big Ask survey RESOLVED
12.01	Smoke Free Policy was circulated to governors ahead of the meeting No changes were recommended and governors agreed to renew for a further period.	JB ensure the policy is updated on the website, network & office files RESOLVED