

PART 1 MINUTES FOR MEETING OF THE CURRICULUM AND LEARNING COMMITTEE OF LINGFIELD PRIMARY SCHOOL

Friday 23 May 2025

Governors

Cassie Puplett (HT) CP

Cameron Turner (Chair) CT

Natalie Hadleigh NH

Ian Whitley IW

James Kearns JK

In Attendance

Anna Sutton (Dep HT) AS

PART 1

	TOPIC	ACTI
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies received from Sue Darney and Penny Batty and were accepted by the committee. AS kindly agreed to take notes of the meeting</p>	
2	<p>DECLARATION OF INTEREST</p> <p>There were no Declarations of Interests in any of the agenda items.</p>	
3	<p>SEND</p> <p>NH provided the following report:</p> <ul style="list-style-type: none"> - Less funding this year. Lack of funding shouldn't affect the model too much through creative use of provision. - Currently KS1 children aren't accessing provision so much. They have higher levels of funding in KS1. This is due to the independent provision. - Current issue as the children are accessing 'specialist provision' but we are main stream and 'specialist' is not being put onto EHCP's. - Plan for learning Walk. Look at set up of SEND classrooms, ELSA (emotional literacy), SALT (Speech and language), BRP (Better Reading Partnership intervention). THRIVE. Look at phonics and specialist teachers in the provision. - Some classes noticeably reduced class sizes when SEND children are in provision. - From September we have to give cohort tracing data to Local Authority to show use of funding for a set number of children. We have been very clear to LA about the needs that can be met in the provision and those that can't. We are holding children who need specialist provision until Key Stage transfer. 	
4	<p>SAFEGUARDING</p> <p>.JK informed committee of the following:</p> <ul style="list-style-type: none"> - Met with AW 2 weeks ago - AW shift has moved from high level Safeguarding and more on tier down. Working more with parents and Early Help. 	

5	<p>BEHAVIOUR</p> <ul style="list-style-type: none"> - CP - high need in Reception. - NH - more layers in the EHCP process to delay EHCP's and placements. - CP - waiting to hear from Senior Case worker about high needs children and change of placements. - CP - most behaviour issues are with 4 children. Generally behaviour across school is really good. 	
6	<p>STAFF QUESTIONNAIRE</p> <p>Committee agreed to use the same questionnaire from last year so that we have comparable data.</p> <p>Action: IW - meet with Paul to send out staff questionnaire</p>	
7	<p>STAFFING</p> <ul style="list-style-type: none"> - CP - have some capacity in the staffing due to AH being part time out of class - Some capacity in budget for the staffing salary increase next year - CP - look overstaffed but we don't have other staffing costs like supply, we use staff effectively. Have capacity for emergencies. - RG in the office is leaving and have recruited someone new - We'll be working on what makes a good team next year and share best practice from our best teams. Ann Panton in to deliver a 'difficult conversations' training for staff. 	
7	<p>GOVERNORS VISIT REPORTS</p> <ul style="list-style-type: none"> • IW held an assembly in school recently. He found the children well behaved and focussed. • CT regularly meets with the SLT. Confirmed that a full report from the recent SAfE visit will be shared with governors in due course. 	
8	<p>WELLBEING</p> <ul style="list-style-type: none"> - All fine - Use of CPD space in the Greenhouse, patio spaces are well used at break and lunch time by staff. 	
9	<p>GOVERNOR VISITS</p> <ul style="list-style-type: none"> - IW teaching RE in Year 3. Children were really engaged and had good questions. Year 1 came to visit the church. Behaviour in both year 3 classes - SD - came into do SATS invigilation and all was as needed to be. 	
10	<p>SUMMARY OF ACTIONS ARISING FROM THE MEETING</p> <p>Item 6: IW - meet with Paul to send out staff questionnaire</p>	
	<p>LEARNING WALK</p> <p>The meeting followed with a Learning Walk on Send in the Classroom and the following was observed:</p> <ul style="list-style-type: none"> - JK - calm and quiet. Compared to other schools which are busy. Setting the template for other schools. - CP - very proud when walking round and looking at particular threads e.g phonics. Looking at specifics when we go round. We've streamlined the setting with clutter, wood, baskets so the space is calm. 	

	<ul style="list-style-type: none">- NH - could see 5 children within the provision as we're so adaptable and inclusive. They weren't easy to spot because of the adaptations we've put in. OT have picked up the streamlining, natural light and its benefits.- CT - layout of Reception/ Year 1 is helpful compared to other schools. Spaces that have been created are a good use of space.	
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SIGNED

DATE