

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

Friday 17 October 2025

Governors

Cassie Puplett (HT) CP
Cameron Turner (Chair) CT
Natalie Hadleigh NH

Sue Darney SD
Ian Whitley IW
James Kearns JK

In Attendance

Anna Sutton (Dep HT) AS
Charlotte Bunyan CB

PART 1

	TOPIC	ACTION
1	<p>APOLOGIES FOR ABSENCE</p> <p>All committee members were present.</p>	
2	<p>DECLARATION OF INTEREST</p> <p>There were no Declarations of Interests in any of the agenda items.</p>	
3	<p>PRESENTATION</p> <p>Charlotte Bunyan (CB) attended the meeting to talk to the committee about Reading. CB explained that the SDP 3 priority was 'Words, Words, Words'.</p> <p>In EY and KS1 children are being taught new words each day 3 times a week whilst 2 other sessions are spent playing games which incorporate these words. CB said that she has been attending lesson observations and can see that the words are becoming embedded and the children are using them in their speech.</p> <p>KS2 children are focusing on reading, Staff are encouraged to follow the Christopher Such approach to teaching reading which starts with the 'Bread and Butter' approach which includes the reading of high frequency words, reading speeds and fluency and then progress to 'Oysters and Champagne' which includes ensuring that the GD children who have mastered the basics are moved towards more challenging books.</p> <p>The school has launched the Just Read project which involves the teacher reading the book out loud to the children and encouraging discussion during the reading. CB said that this has proved a great success with the children and suggested that when SD next visits the school she goes to Y4 and witnesses this first hand. SD agreed.</p> <p>CT thanked CB for taking the time to talk to governors</p> <p>Actions: SD: Visit Y4 for a reading session</p>	

4	<p>DATA</p> <p>Governors spent some time discussing the Insight Y6 data from last summer and were pleased that good progress had been made in all areas especially Reading where 19 children had progressed to GD.</p>
5	<p>SAFEGUARDING</p> <p>Andrew Winter had produced the attached report which had been circulated to governors prior to the meeting. Concerns were raised at the number of Young Carers that were in the school (6) and JK said that he would follow this up with Andrew.</p> <p>CP suggested that the families of the children on the Early Help register needed to be monitored through a TAF (Team Around the Family) approach and suggested that IW, AW and herself meet to discuss this. This was agreed.</p> <p>Actions: CP/IW: To meet with Andrew to discuss Early Help initiatives</p>
6	<p>SEND</p> <p>NH confirmed that all referrals have now been submitted along with support requests for new children in Nursery and Reception. There are many changes in the pipeline for SEND provision but there has not been any official announcement as yet.</p>
7	<p>BEHAVIOUR</p> <p>CP said that the Behaviour Policy was being rewritten and governors would be asked to ratify this at the next FGB. Behaviour across the school is very positive, especially routines.</p>
8	<p>WELLBEING</p> <p>CP said that no communication had been had with staff following the survey last term and it was important that this should come from governors. CT agreed and said that he would follow this up,</p> <p>Actions: CT: Contact staff re outcomes of staff survey</p>
9	<p>SUMMARY OF ACTIONS</p> <p>Item 3: SD: Visit Y4 for a reading session</p> <p>Item 5: CP/IW: To meet with Andrew to discuss Early Help initiatives</p> <p>Item 8: CT: Contact staff re outcomes of staff survey</p>

SIGNED

DATE