

Campsbourne Primary School

Curriculum & Standards Committee Meeting Minutes

Wednesday 23rd October 2024 at 7:00pm, Virtual



Membership:

Position	Name	Initial	Term End Date
Headteacher	Jonathan Smith*	HT	Ex officio
Parent Governors (1)	Raj Kotecha	RK	12/12/2027
Staff Governor (1)	Tim Ershan	TE	27/09/2027
Co-opted Governors (4)	Ayça Onkal	AO	08/06/2025
	Rani Tebbit (Chair)	RT	05/01/2027
	Gemma Hall	GH	27/03/2027
	Barney Angliss	BA	12/12/2027
Clerk	Ramona La Rose/Mel Sealy-Pearson		

*Denotes absence

1. WELCOME, INTRODUCTIONS AND APOLOGIES

The Chair welcomed all to the meeting. Apologies were given and accepted from the HT.

2. CURRICULUM & STANDARDS COMMITTEE ADMINISTRATION

2.1 Confirmation of Chair for the academic year

RT volunteered to be the chair for the academic year and all the governors **agreed**.

2.2 Agree membership of committee

The Chair thinks it would be good to have another member of staff to become an associate member. The governors discussed the options for an associate member. GH suggested exploring the possibility of having a TA as an associate member as they come with different knowledge and experience.

Action: The Chair to discuss another member of staff as an Associate Governor with the HT.

2.3 Review Terms of Reference

The Chair advised the board that the ToR has had a very small amendment regarding behaviour. The TOR for academic year 2024-25 was **agreed** by all the governors.

2.4 Agree SDP priorities, link governor roles and area of focus, and respective staff leads

The governors discussed the link roles and **agreed** they will stay the same, these can be found [here](#). There will be no Early Years lead role for the academic year after Natasha Crabbe's (NC) departure. BA volunteered to be the link role alongside Quality of Education. RK also volunteered to offer support with this. The Chair suggested RK meet with the two early years teachers to ascertain what support they need and how the governors can help. RK can also share ideas that were discussed with NC before she left. It was **agreed** that the Local Wellbeing role will be removed from this committee. Governors agreed to attempt link visits before Christmas. We also need the input from the HT around strategic priorities for link visits.

Action: RK to meet with Early Years to see what support they need and how the governors can help

Question: Are we not recruiting an Early Years lead because of budget?

Answer: No. When NC handed her notice in there wasn't enough time to employ a replacement as most teachers had already accepted jobs. The school advertised but was not successful. Another advert will go out in the spring for somebody to start in September.

2.5 Appointment of Pupil Premium and Equality Link Governor
Discussed as above

3. **DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**
There were no declarations of interest relating to items on this agenda.

4. **MINUTES AND MATTERS ARISING FROM PREVIOUS MEETING - 8 MAY 2024**
Governors **agreed** the minutes were an accurate reflection of the meeting held on 8th May 2024.

5. **ACTIONS LIST ARISING FROM MEETING – 8th MAY 2024**

Item	Action	Assigned to:
7	Send review of equality objectives to Governors and put on FGB agenda for approval/sign off. Completed.	Chair/Clerk
10	Ask absent Governors to send comments on policies to the Head Teacher. Completed.	Chair
12.2	Pupil Premium Governor and Equality Link Governor to be identified before the FGB in July. Completed	Chair
12.3	Email dates of parent open meetings to the Chair. Completed.	NC

6. **HEADTEACHER'S ITEMS**

- 6.1 Summer Assessment Analysis
- 6.2 SDP Progress Report
- 6.3 Summer SEND Report

These items were not discussed due to the HT's absence.

7. **LINK VISIT UPDATES**

Governors discussed the value of link visits and that it was important to do them this term. There have been no link visits to report since the last meeting.

8. **GOVERNOR TRAINING UPDATES**

All governors have completed or booked for their Safeguarding training.

9. **POLICIES**

- 9.1 SEND Policy update
BA gave a verbal overview of the SEND policy update, the link to the document can be found [here](#).
BA was commended on the depths that he covered within this document by the Governors.

10. **DATE AND TIME OF NEXT MEETING**

Wednesday 12th February 2025, 6.30pm
Wednesday 21st May 2025, 6.30pm

11. **ANY OTHER BUSINESS**

11.1 Away Day

The Chair informed governors that the Away Day will have a SEND focus which came out of the finance committee meeting. It was suggested that BA should bring his report and topics raised to the meeting. Governors agreed that clear objectives for SEND were needed alongside the finance side of this.

Question: Will there be another C&S before the HT leaves?

Answer: The clerk (MSP) advised that they can have an extraordinary meeting to discuss the HT items on the agenda. The chair will discuss this with the HT. All governors agreed that they will be happy to attend this.

Action: Chair to arrange an extraordinary meeting to conclude HT items on the agenda via Brenda Bruno at HEP.

Action Table

Item	Action	Assigned to:
2.2	Discuss the option of another staff member as an associate member.	The Chair
2.3	TOR to be ratified by the HT and put on GH	The Chair
2.4	Meet with Early Years teachers to see what support they need and how the governors can help	RK
11.1	Arrange an extraordinary meeting to conclude HT items on the agenda via Brenda Bruno at HEP.	The Chair

The meeting ended at 20.05

Signed
Chair

Date