



MEETING OF THE TEACHING AND LEARNING COMMITTEE ON JUNE 24TH 2025 AT 4PM IN THE SCHOOL

“We are a community with a lifelong passion for learning.”

Present: Hilary Priest (HP), Head, Ian Stewart (IS) Mike Waterson (MW),
Chair, Jo Counter (JC).

In attendance: Dawn Pettipiece (clerk)

Minutes

1	<p>Welcome & apologies for absence</p> <ul style="list-style-type: none"> Please send apologies to the clerk before the meeting <p>Becky Nel sent her apologies.</p>
2	<p>Attendance & declaration of interest</p> <ul style="list-style-type: none"> Please sign attendance form Governors are reminded that they must declare any conflict of interest which becomes apparent during the meeting <p>The governors signed the attendance form and there were no declarations of interest.</p>
3	<p>Minutes of last T&L meeting 29.4.25</p> <ul style="list-style-type: none"> For approval (please read, in meeting folder). <p>The governors approved the minutes of the last meeting and MW signed them.</p> <p>3.1 Matters arising</p> <ul style="list-style-type: none"> Information on how KEVICC (King Edward VI Community College deliver sex education. <p>JC: Sam Battershall is the lead of Personal, social, health and economic (PSHE) education in KEVICC. She discussed a document she had about the school’s PHSE curriculum with the governors, from an email she had received.</p> <p>IS: Do the school cover things like consent to having photographs taken?</p> <p>JC: Yes.</p> <p>HP: We cover that at The Grove.</p> <p>HP: We do not teach pregnancy prevention which is a major area.</p> <ul style="list-style-type: none"> Date of next Equality, Diversity and Inclusion meeting to be emailed to governors. HF (Helen Furnyhough) deputy headteacher. <p>Update: HF has emailed chair x2 and not had a response.</p> <ul style="list-style-type: none"> Early Years link to be appointed and Early Years report to be written (Head). <p>HP: JC will be the link and will write a report for the next meeting as the pre-school children will have started by then.</p> <ul style="list-style-type: none"> SLT (Senior Learning Team) to be invited to the pre-school meeting. <p>SLT were invited to attend the meeting which was held on 10th June 2025.</p> <p>MW: Anything else about early years?</p> <p>HP: We have six applicants for the pre-school and possibly one more. Parents have to give a term’s notice to nurseries so other interested parents would have to do that before they can request a place here. I will know by Friday if we have to hold an admissions panel. The panel was decided at the pre-school FGB meeting and comprises of HP, Rich Gibbon (RG) and Alex Tye (SLT teacher). It will be held on 1st July and the panel are all area of that date.</p> <p>MW: Will you take children part way through a term?</p> <p>HP: In the policy they have to wait until the next wave of admissions, but until the pre-school is full that could happen.</p> <ul style="list-style-type: none"> Discussion with IT technician about whether governors need school email address to be added onto the Sharepoint Governorhub. <p>IS: I will email him as he was not in school when I went to see him.</p> <p>ACTION: JC TO CONTACT KEVICC AND ASK SPECIFIC QUESTIONS ABOUT WHEN AND HOW THE STUDENTS ARE TAUGHT ABOUT PREGNANCY PREVENTION AND REPRODUCTION AND CHILDBIRTH IN HUMANS. Done.</p> <p>Update: JC has received an email from KEVICC about this matter and it will go on the next agenda for JC to share with the governors.</p> <p>ACTION: THE CLERK WILL PUT THIS ITEM ON THE NEXT AGENDA SO JC CAN SHARE HOW KEVICC TEACH SEX EDUCATION.</p>

	<p>ACTION: WHEN HF HAS A DATE FOR THE NEXT EDI (EQUALITY, DIVERSITY AND INCLUSION) MEETING SHE WILL EMAIL THE CLERK SO THE GOVERNORS CAN BE INFORMED OF THE DATE. CLERK TO INFORM HF OF THIS PLAN. Done.</p> <p>ACTION: JC TO WRITE A REPORT FOR THE PRE-SCHOOL CHILDREN AS SHE WILL BE THEIR LINK TEACHER.</p> <p>ACTION: CLERK TO EMAIL DRAFT MINUTES OF FGB PRE-SCHOOL MEETING TO ALL GOVERNORS. Done.</p> <p>ACTION: IS TO EMAIL THE IT TECHNICIAN ABOUT EMAILS FOR GOVERNORS FOR SHAREPOINT, COMMENCING IN THE NEW SCHOOL YEAR.</p>
4	<p>School Improvement Plan</p> <ul style="list-style-type: none"> Update, monitoring and information <p>HP: There was a staff meeting about enhanced provision and we are working on how to deliver that in key stage (KS) 2. Nature work has worked really well. Ken Munro will lead earth care and will be released from teaching for half a day to do that. We are increasing outdoor provision and are using the playground and earth care. Some children have been breaking toys etc., in the playground, so we are not putting anything else out there and will do a project about respect for toys etc., in September.</p> <p>IS: Do all the children go on nature walks?</p> <p>HP: Yes.</p>
4.1	<ul style="list-style-type: none"> Developing strategies to improve writing etc. <p>HP: That is going really well. In year 6 90% were working at their expected level which is up 9% compared to last year.</p> <p>MW: What has been successful?</p> <p>HP: We go back to the basics at the beginning of each term to ensure the learning of things like sentence structure is really learnt. For children with dyslexia we have a spelling machine.</p> <p>IS: Have you been discussing this area in staff meetings?</p> <p>HP: The primary partnership (PP) have been monitoring it.</p> <p>MW: When do the school's SATS (standard assessment tests) results come in?</p> <p>HP: Around the 6th July and I will email them out to governors.</p> <p>HP: A lot of staff meetings have been covering OAIP (ordinarily available inclusive provision). The questionnaire about parental communication has been emailed out by IS. The PP is going really well and we had an excellent oracy session.</p> <p>MW: Anything new coming from that?</p> <p>HP: Some of the staff are coming up with ideas.</p>
5	<p>PHSE (including sex and relationships education) and religious education including Collective Worship</p> <ul style="list-style-type: none"> To monitor In line with board's policies and legal requirements/guidance? Impact on pupil well-being, character development and understanding of British values <p>MW: The impact on wellbeing is key. There has been a lot of information about how stress affects children. Do you think you are managing that?</p> <p>HP It is really embedded and we are working with the NHS support team. There is a referral route for the children who need support and all the staff are very aware of the issue.</p> <p>MW: Do you teach anything about British values?</p> <p>HP: We teach it in very specific areas. For instance, we look at democracy and the law and we cover that in assembly at least once a year. When there is an election we go through the process of that with the children.</p> <p>IS: How do you know they understand it?</p> <p>HP: I question them and they are using the right language.</p>
6	<p>Safeguarding</p> <ul style="list-style-type: none"> Update <p>MW: I have a meeting next week. Does anyone have anything they want to say about safeguarding?</p> <p>Committee: No.</p>
7	<p>Head Teacher's report</p> <p>HP: We will have 327 children in September, not including the Little Grovers. There are a few parents who have not decided which school to go to or when their children should start and they do not have to make a decision until September. This is the largest number of children the school has had on roll.</p> <p>IS: Will having more children have an impact on trips?</p> <p>HP: No.</p> <p>MW: Attendance looks constant. The children with an EHCP (education, health and care plan) are always lower. Is that acceptable?</p>

	<p>HP: We had more children attending school part-time, which impacted on attendance, but we are down to one part-time child now.</p> <p>IS: Attendance is always a lot better than similar schools and it is commendable the children attend so regularly and it has not dipped below 95% in five years. Maybe, something could be put in the newsletter and also thank the parents for their commitment.</p> <p>MW: The SEND (special educational needs and disabilities) data creeps up every year.</p> <p>HP: Yes it does.</p> <p>JC: It will change when we have the OAIP (ordinarily available inclusive provision) as the parameters are different.</p> <p>MW: What about pupil premium?</p> <p>HP: It is about the same, but will change in 2026 as more children will be having free school meals, so the school will get more money.</p> <p>MW: The behaviour report has improved.</p> <p>HP: There were issues with some children in years 3 and 4 and early years, but we have put strategies in place to calm things down.</p> <p>MW: Anything you are especially proud of regarding school activities?</p> <p>HP: The nature walks are weekly and the children really enjoy that.</p> <p>The governors had a discussion about a local school where the governors decided to turn the school into an academy due to severe illness within the senior leadership team and what would happen in a similar situation at The Grove.</p> <p>ACTION: IS TO PUT AN ARTICLE IN THE NEWSLETTER ABOUT THE EXCELLENT ATTENDANCE OF THE PUPILS AND THANKING PARENTS FOR THEIR COMMITMENT. Done.</p> <p>ACTION: CLERK TO PUT AN ITEM IN THE NEXT FGB AGENDA ABOUT HAVING A SUPPORT SYSTEM IN PLACE FOR WHEN VERY SENIOR STAFF ARE ON SICK LEAVE ETC. Done.</p>
8	<p>SEND</p> <ul style="list-style-type: none"> • SENDco report <p>MW: I am booked in for a meeting just before the next FGB meeting. Does anyone want me to raise anything at the meeting?</p> <p>HP: We are looking at the next OAIP (ordinarily available inclusive provision) training.</p> <p>JC: It will show what we can offer regarding OAIP and manage expectations.</p> <p>MW: How do you convey that to parents?</p> <p>JC: The process will be very clear about what is important and what we can maintain.</p> <p>The governors discussed the head's plan to look at having a having a sensory caravan, where to put it and how to raise money to pay for it.</p> <p>IS: I will speak to the governor who resigned last year as his job has calmed down and he is very passionate about SEND.</p> <p>ACTION: IS TO SPEAK TO FORMER GOVERNOR TO SEE IF HE WOULD COME BACK TO THE FGB WITH A FOCUS ON SEND.</p>
9	<p>Policies for review</p> <ul style="list-style-type: none"> • Collective Worship Policy <p>MW: I was not sure if I could do anything with it and it still refers to COVID.</p> <p>JC: The second one (in the folder) is much more up-to-date.</p> <p>HP: I will look at that.</p> <p>MW: I believe this policy should be led by the school.</p> <ul style="list-style-type: none"> • The governors agreed the school should lead on this policy. <p>ACTION: HP TO WORK WITH THE STAFF TO PRODUCE A NEW COLLECTIVE WORSHIP POLICY AND IT WILL BE THE SCHOOL'S RESPONSIBILITY.</p>
10	<p>Governors' monitoring visits from this committee</p> <ul style="list-style-type: none"> • Impact and learning from visits undertaken & future visits <p>MW: I have two visits soon, but have not been to one recently.</p> <p>HP: Two governors and IS, went to observe the SATS and how they were administered.</p> <p>The governors had a discussion about the SATS exams and how the children managed..</p>
11	<p>Governor training</p> <ul style="list-style-type: none"> • Feedback from training taken <p>MW: Has anyone done any training.</p> <p>T&L Committee: No.</p>
12	<p>Clerk's report</p> <p>The clerk had nothing to report.</p>
13	<p>Matters brought forward by the Chair</p> <p>There were none.</p>
14	<ul style="list-style-type: none"> • Tuesday 4th November 2025 at 4 pm. In the school.

The Meeting ended at 5.05pm.

Summary of Actions

	To do	By whom	When
3.1	Email to be sent to KEVICC PSHE lead asking specific questions about how the school deliver human pregnancy prevention and reproduction and childbirth DONE.	JC	Within two weeks.
3.1	Information about how KEVICC deliver human sex education to be put on the next agenda, so JC can share their response with governors.	Clerk	By next meeting
3.1	When the date of the next EDI meeting has been arranged, HF will email the Clerk so she inform the governors of the meeting date and time. DONE.	HF	By next meeting.
3.1	Clerk to email HF asking her to send email when next EDI meeting date has been arrange. DONE.	Clerk	Within two weeks
3.1	Report to be written about the pre-school by the link teacher.	JC	By next meeting.
3.1	Admissions panel to be informed that they need to meet if the pre-school is oversubscribed. DONE.	HP	By Friday 27.06.25
3.1	Meeting minutes of the Pre-school FGB meeting to be emailed out to governors. DONE.	Clerk	By Friday 27.06.25
3.1	School IT Technician to be emailed to find out if governors need a school email to access the new Governorhub on SharePoint.	IS	By end of term.
7	An article to go in the school newsletter about the excellent attendance of the pupils and thanking parents for their commitment. DONE.	IS	By end of term.
7	Item to go on next FGB agenda about having a plan for if teaching leaders are on long-term sick etc. DONE.	Clerk	By next FGB meeting.
8	Contact former governor to find out if he would be interested in re-joining the board with a special interest in SEND children.	IS	By end of term.
9	School staff to work with the Head to produce a new Collective Worship Policy. The governors agreed this policy will be led the the school.	HP	By next meeting.