

FINAL ENCLOSURE E

SHERWOOD PARK SCHOOL

Minutes of the Staffing & Curriculum Committee Meeting held on 20th October 2021 at 6.00pm at Sherwood Hill

Those Present: Mrs E Bone Chair

Ms A Bone Vice Chair (via Zoom)

Mr D Murden Headteacher

Ms F Boto

Ms T Gillard *Townsend.*

Mrs M Peart

* Ms E Prieto Arbor


* Ms S Shvern

Also Present: Ms A Richardson Senior Leader for Wellbeing & Therapy

Ms B Brookes Asst Headteacher?

Mr J Taylor Interim Deputy Headteacher?

Mrs J Nichols Clerk

ITEM	ACTION
1.	<p>APOLOGIES</p> <p>Apologies for absence were received from Ms Shvern.</p>
2.	<p>DECLARATION OF INTERESTS</p> <p>No interests were declared.</p>
3.	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>RESOLUTION: to approve the minutes of the previous meeting held on 23rd June 2021.</p>
4.	<p>MATTERS ARISING</p> <p>Item 5 Risk Assessment. It was agreed back in October 2019 to set up a small working party to meet once a term to review a sample of risk assessments. The WP had been unable to meet to date due to Covid restrictions.</p> <p>RESOLUTION: to agree the membership of the working party at the next FGB meeting in November.</p> <p>Item 6 Safeguarding – Voluntary Sleep Counselling Ms Boto advised that she will take refresher training in sleep counselling prior to offering her services to the school. Ms Richardson advised that she will look into the possibility of securing long term support and intervention.</p> <p>RESOLUTION:</p> 

- (i) to note Ms Boto's advice above;
 (ii) to note Ms Richardson's proposal to secure long term support and intervention.

5. **PRESENTATION ON THE NEW CURRICULUM AND ASSESSMENT**

Ms Anna Richardson gave a presentation to members on the new curriculum. The following points were noted.

The curriculum is defined based on the needs of the different groups within the school and incorporates the ethos of the school based on Values; Vision and Mission.

The curriculum provides a learning framework to help incorporate and achieve values and is based on the following principles of:

- Listening;
- Enabling includes supporting children in the community and preparation for adult life;
- Accepting;
- Responding;
- Nurturing.

Curriculum Pathways

There are five Pathways. 2 pathways at the Sherwood Park campus to meet the needs of pupils with PMLD and SLD and 3 pathways at the Sherwood Hill campus to meet the needs of pupils with Autism. Each of the three pathways is tailored to meet the complex needs of the pupils.

Levels of Support is based on the Tiers Model as follows:-

- Specialist Provision - for pupils who need high levels of support.
- Targeted Provision – for pupils who need additional support.
- Universal Provision – which is tailored to the needs of individual pupils.
- Core Offer – based on the legal framework around each pupil's EHCP.

Each curriculum is defined to meet the needs of pupils as follows:-

PMLD - Pre Formal Curriculum;
 Complex SLD/ASD - Informal Curriculum;
 SLD/ASD - Semi Formal Curriculum;
 ASD - EQUALS Formal Curriculum.

The key areas within the Pre Formal curriculum are to teach independence and wellbeing, sensory communication; physical activity and creativity. There is some overlap between the Pre-Formal and Semi-Formal curricula.

Ms Boto asked how the staff are enjoying the new curriculum. Ms Brookes said that the Semi- Formal curriculum has been established for some time.

Currently the emphasis is to drive the new curriculum forward. Ms Townsend commented that although the curriculum is very different, the staff are able to see how each curriculum pathway links together.

It was noted that, since the introduction of the Semi -Formal curriculum, there has been a significant increase in pupils' social skills at Sherwood Park and there is more cohesion in the classroom.

There is a greater mix of ages among the pupils which enables teachers to identify gaps in learning and makes it easier for teachers to deliver the curriculum.

ASSESSMENT STRUCTURE

Mr Taylor gave a presentation to members on the assessment process. Members had received the two Informal Curriculum Assessment Grids for information.

The following points were noted.

- The curriculum is adapted to individual learners taking account of each pupil's EHCP.
- Statutory assessments and internal assessments are in place for each pupil.
- An Early Years profile is produced as it would be in a mainstream school.
- A profile is produced for each child for internal assessment in order to show progression more clearly.
- Pre-Formal Curriculum – KS1 and KS2 assessments to establish the level of engagement of each child. This allows teachers to identify gaps in learning and to review EHC Plans to ensure they remain relevant.
- Informal Curriculum – Pre KS1 and KS2 – standards are subject specific based.
- KS4 – Assessment for EQUALS accreditation.
- Post 16 – Assessment of readiness for adulthood.

Mr Murden commented that it seems that there are a lot of assessments in place, however, the aim is to bring in more descriptors from the curricula to give greater depth to each assessment.

Mr Taylor advised that progress can be evidenced within this system which will include focussing on learning journeys in classrooms.

Mrs Bone said that it was good to see how the curriculum and assessment processes link together.

RESOLUTION:

- (i) to thank Ms Richardson and Mr Taylor for their presentations;**
- (ii) to note Mr Murden's acknowledgement of the amount of work undertaken by members of**



the SLT to move the new curricula forward.

Clerk's Note:

Copies of the presentation notes are attached to these minutes for members' information.

6. HEADTEACHER'S REPORT

Admissions. Currently admissions stand at PAN - 152 pupils. 75 at the Sherwood Hill site and 77 at Sherwood Park. The school is currently working with the commissioners at the Local Authority to agree the intake in 2022.

Staffing. There were a total of 12 resignations in the summer. 11 new staff joined the school in September. The number of agency staff is high in order to meet the increase in pupil numbers. Some TA staff from Sherwood Park have been supporting pupils at the Sherwood Hill campus.

Changes in therapy provision have led to a loss of key staff which has had a huge impact on members of the SLT who are now having to take on operational roles.

Safeguarding. It was noted that the Safeguarding Lead will provide an update to governors at the next FGB meeting on the changes to Keeping Children Safe in Education Part 2 (KCSIE Pt 2)

RESOLUTION: to receive the Headteacher's Report.

7. POLICIES

Members received the Medical Disclaimer. This requirement was brought to notice by nursing staff. The disclaimer is to be signed in the event that there is a dispute between the school and the nursing staff. This requirement arose when the school allowed a pupil to attend school without his/her medication. The parent/carer did not have any medication at home so the school took the decision to keep the child in school.

It was noted that Ms Richardson is working with the Nursing Manager to review the Medicines Policy to give clearer guidance. It is intended to bring the revised policy to members in the spring.

RESOLUTION:

(i) noted;
(ii) members are to receive the revised policy on the administration of medicines in the spring term.



8. GDPR

No breaches to date. A request under the Freedom of Information (FOI) missed the original deadline and a new date has been agreed. It is thought unlikely that the school will be fined.

RESOLUTION: noted.

9. SAFEGUARDING & CHILD PROTECTION

A Safeguarding/Child Protection meeting will be held on Friday. Mrs Bone will visit the school following the half term break to check the Single Central Register etc.

RESOLUTION: noted.

10. SCHOOL OUTINGS

There are no outings planned at present. Members received the dates of events planned for the Autumn Term.

11. RACIAL EQUALITY

There have been no racial incidents.

12. ANY OTHER BUSINESS

There was no further business. The meeting closed at 5.50pm.



