

GLADSTONE ROAD PRIMARY SCHOOL

"Learning, caring, growing together"

MEETING OF THE SCHOOL IMPROVEMENT COMMITTEE OF THE GOVERNING BODY

DATE: Tuesday 6th February 2018

TIME: 6.30 p.m.

PRESENT:

Mr Richard Adams

Mr Keith Wright

Ms Jane Pepper (Committee Chair)

Ms Jane Malpas

Mr Julian Leader (*arrived 6.50*)

Mrs Helen Kindness

Mr Teddy Sulman

Mrs Helen Halliday

Miss V Lewis (Clerk)

MINUTES

1. Welcome

JP welcomed governors to the meeting.

Action: None Required.

2. Apologies for absence; consider acceptance of apologies

No apologies received, but JL will be slightly late due to an earlier meeting.

Action: None Required.

3. Confidentiality

There were no matters identified as confidential.

Action: None Required.

4. Declaration of Interest in any Agenda Item

There were no matters identified as being of interest to any governor.

Action: None Required.

5. Minutes of the previous meeting (14.11.17) / Matters Arising

The Minutes from the meeting on 14.11.17 were presented. Proposed by JM and seconded by HK. Minutes were signed by JP and returned to the Clerk for filing as per procedure.

6) Governance Review – Stuart Boothman has emailed the draft report which KW has fact checked and returned. The final report will now be signed off by the LA and sent back to school. Once it is received KW will circulate ready for discussion at the next full meeting. Governors also noted it may be necessary to hold a separate meeting to examine the report, if there is insufficient time within the usual agenda to do so.

Action: Minutes from meeting 14.11.18 to be filed as per procedure **By: Clerk**

Action: Circulate Governance Review Report to all Governors **By: KW/Clerk**

6. Governor Training / Note of Learning Activities / Visits

Governors discussed whether all governors have at least undertaken the Introduction to Governance training, or taken a refresher if a well-established member. It is important that governors try to attend all relevant training to comply with their commitment as a governor. When the next schedule is released for governance training it would be useful if all governors, particularly newer members, could try to attend a session. Another alternative would be to schedule Introduction training at the school.

Further discussions were deferred to the next full meeting on 20.3.18 when it could be combined with discussions around the governance review.

The feedback session at 6pm after the governance review was not well attended. Governors said they did not realise that they were invited to this part of the day.

RA reiterated that it is important that governors are committed to ensuring they are in the right role and completing their expected responsibilities.

HK 24.11.17 – HK met with SENCo Amy Rhodes who is enthusiastic and has a long, detailed action plan for the school. One action point is to ‘meet the needs of SEND pupils’. HK is concerned whether this means that at present their needs are not met? KW said that their needs are met but as things change frequently this is a rolling, ongoing action point so must remain on any action plan.

JP asked governors to consider whether SEND should be a standing item on all SI Committee meeting agendas. It would only need to be a brief verbal update from KW re the number of pupils at each level of need, any current issues and procedures etc. being used by Amy Rhodes. It was also proposed to have an annual in depth presentation from the SEND team and therefore it was decided to invite Amy Rhodes to the next SI Committee meeting on 22.5.18.

HK fed back that Amy is struggling to get complete data and attainment information from teachers sometimes. JM said that this is being addressed. HH added that this is complicated by the use of both ARE and PIVATS systems for assessing and is confusing staff slightly.

JP 11.12.17 – JP visited EYFS and is keen to celebrate the successes of the EYFS as this was highlighted as a strength in the Ofsted report. Saw purposefully engaged, confident, communicating pupils. Saw feedback and characteristics of effective learning.

JP mentioned the ongoing national debate re YR and preparation for Y1, it is important to recognize the needs of the youngest pupils and that they have an entitlement to be able to learn through play.

Baseline data seen. KW advised that Christine Noyes has been allocated to provide further high level support to GRPS.

JP said there continues to be issues with the Speech and Language Therapy (SALT) system. Some children referred at nursery age are only now being assessed mid-way through their Reception year. JP said that a programme by the Opportunities Area is spending £150k skilling teachers to enable them to help pupils articulate themselves. Adds meaning to the decoding process.

Fine motor skills need to develop. It is important to understand that in order for KS2 outcomes to improve pupils should develop key learning abilities and resilience from the very start of their education. SS is working diligently with the pupils and doing a great job.

Moving forward JP would like to revisit progress against baseline and look at parental engagement.

KW said that Amy Rhodes and Tina Jenkinson were both very enthused by the philosophies and actions seen on their recent LA organised visit to very deprived schools in London and Essex. These school were where we find ourselves now re Ofsted, attainment etc so this was an extremely useful tool and experience. There is a reciprocal visit planned.

JP highlighted one of the themes of the Opportunities Area is using the Sustained Shared Thinking and Emotional Wellbeing (SSTEW) programme to assess issues and training needs for settings.

Action: Add Governor training requirements to agenda for 20.3.18 By: Clerk

Action: Add SEND to each SI Committee meeting agenda as standing item By: Clerk

Action: Invited Amy Rhodes to present at the next SI Committee Mtg 22.5.18 By: Clerk

7. Correspondence

RA advised that he has written to Robert Goodwill MP who has corresponded back and will be visiting school on 16.3.18 at 3pm. RA asked him to address the core funding issues to the school but advised that we are already integrated with the Opportunities Area and are not aware of any convincing evidence of the benefits of academisation. RA proposed that he, KW, RW (as Vice Chair), JP and EJB (as Committee Chairs) and Caroline Sarney SBM attend. He will invited / liaise as appropriate.

Governors were keen to ensure that due to Mr Goodwill's limited time at school (approx. 30 minutes) the questions being asked and information being sought are designed to make a strong case for him to think about. JP said that whilst obviously he can't offer us anything or 'do' anything he is a politician and does need votes. JP said that it is important to remind him of our case and put us at the forefront of his message.

Action: Invite relevant governors to MP meeting By: RA

8. School Development Plan Update & Pupil Premium Strategy

JP said that she feels it is important to see how the Pupil Premium Strategy (PPS) sits within the SIDP. HK and JP have not yet managed to meet with TJ about the PPS due to Mrs Jenkinson's unscheduled absence but this will happen as soon as possible.

Adrian Gray is due to visit for the final time on Friday (9th Feb). He advised that the previous SIDP was inadequate and provided a template for a new version which is much more detailed and explicit. The SEF and SIDP were worked on at length by HH, Tina Jenkinson and Vicky Gill. Jill Stubbs has not had the opportunity to look at it yet so it was forwarded to AG instead. The plan shows a trail of how, when and why for each objective. AG has only just responded with some comments and these will be incorporated asap, with an updated version then circulated to governors. KW said that it is a lengthy document and would take too long to go through at length frequently so he will look at working with committee chairs and RA/RW to draw up a more succinct version for governor reference, the long document can then be referred to as necessary.

Objective 2 – Maths. RA asked how the KS2 rollout of Maths No Problem is going. HH said all classes are now using the programme. Governors asked about what the 'Milestones' refer to. HH advised that they are

the target of a 'Good' standard of Maths teaching being taught; ie. the baseline was 58% of Good maths so by Wk 10 in Summer it to be 90%. GDS stands for Greater Depth Standard.

TS asked whether KW and other members of the SLT really think these are the objectives and are they achievable. HH said the objectives are taken directly from the Ofsted report though some of the targets and objectives are aspirational. KW added that there needs to be accelerated improvements and the ability to evidence that school is doing everything possible to improve outcomes. This is particularly important in Y5 who have been identified as an issue.

HH said that AG advises that we have an overview summary (the first 6 pages of the report as is) which then feeds down to the more expanded SIDP subject leader action plans. JP asked whether teachers are aware of their role in the SIDP priorities. KW said they are and have been involved in its creation. HH/KW said that the colour coding shows the progress against priorities and action points. HH added that AG's pro forma shows things term by term so it is important to look at the colour coding in conjunction with the end dates of each action point.

JP said that the document still needs to be tidied up as there seems to be a bit of formatting required. HH agreed but said that at present this is still a draft but will be standardized. RA said that the content is the most important bit and this can easily be changed. KW added that the senior leaders drew up the document within a fortnight which was an exceptional amount of work so the cosmetic tidy up is a minor part of the exercise. It is important that senior leaders don't spend so much time doing further work on the layout etc rather than working on the actual action points and objectives. The document allows governors to see what needs to be considered in order to hold the school to account. RA asked whether HH thought the extensive amount of work will help to clarify the issues in staff minds. HH said that the explicit break down of priorities and action points has clarified the overall plan. She said AG has provided a great deal of very useful guidance and support.

KW said that the SEF has also been worked on extensively by the SLT to streamline the presentation, content and data. There will shortly be a February version to circulate once checked by AG. KW will circulate.

JP asked whether the PPS 'matches' with the SIDP objectives. KW said that it does. It has been checked by LA Advisor Ian Clennan who has agreed it is compliant. JP queried re In School Barriers 'A) Children perform less well in Maths in KS2 than their peers and Others Nationally'. Is this an outcome rather than a barrier? HH will feed this thought back to TJ but the document has been examined and signed off on by a senior advisor.

JL asked about detailed breakdown of funding on the PPS as whole sections are costed but not individual action points. KW said that sections are costed by committed expenditure and have been agreed as compliant.

RA said that the PPS is so far ahead of where it was this time a year ago. This is so much more specific and complete. KW said TJ feels very confident in the document and the content and feels a real ownership of the area. RA asked how the impact of the spending against objectives is measured. HH said that it is by pupil outcomes, improvement in attainment. RA said that how can you disaggregate the improvements made by PP spending as opposed to other initiatives? HH said that the government says all PP expenditure is measured by results but internally there are other ways to measure impact such as involvement in breakfast club, working with the learning mentor etc. KW added that it is difficult to quantify and is unfair as it is all based on KS2 outcomes.

The recent Achievement Unlocked visits to London and Essex had a focus on clarity, consistency, insistency, recruitment, investment in CPD, focused evidenced.

RA said that it is important to note that senior leaders have been working relentlessly and a massive effort is going into improving things. Important to thank staff and ensure that they know their efforts are appreciated.

RA said it is important to communicate more succinctly the school's vision statement. KW said the vision statement leads to the SIDP summary which feeds to more expanded action plans. So 3 levels of the same information. HH said that the governance review did show that the staff aren't necessarily clear on the school's vision statement as it is inherited somewhat from the infant school where some staff didn't actually work. This will be investigated asap.

Action: Update SIDP and recirculate to governors

By: KW

Action: Circulate February version of SEF to governors

By: KW

9. Policies to approve and adopt

Parent / Carer Behaviour Policy & Procedures

This policy remain unchanged. The policy procedure has not needed to be implemented, though some instances have come close. The policy and procedure is useful to ensuring safeguarding of staff and school. JP proposed, JM seconded. **All governors present agreed to adopt the policy.**

Parental Use of Social Networking & Internet Sites Policy

This is a new policy drawn up by the school following an increasing number of issues with parents using social media as a way of expressing their (often negative) feedback about school and/or staff. One parent in particular was an issue, though once confronted with possible results of her inappropriate use of social media has since removed the content and things have improved. HK suggested that further thought could go into another way for parents to feed back to school and make complaints; as some parents cannot necessarily access the complaints procedure effectively. HK proposed, JP seconded. **All governors present agreed to adopt the policy.**

Child Protection Policy

This is a model LA policy personalised to reflect the school's staffing, procedures etc. JP proposed, JM seconded. **All governors present agreed to adopt the policy.**

Action: File policies as per procedure

By: Clerk/CS

10. A.O.B.

Pupil Attainment Data Update

Due to time constraints instead of presenting an update on pupil attainment tracking HH circulated updated Y6 data to governors for consideration.

GDPR

RA asked about the new GDPR legislation and asked whether school will be compliant. Clerk advised that there is training scheduled for after half term. School will buy into the Veritau traded service.

Action: None Required.

The Meeting was closed by the Chairperson at 8.40pm

Signed _____ Dated _____