

BRIGHTER FUTURES MULTI ACADEMY TRUST

FIELD LANE – LOCAL GOVERNING BODY MEETING

Date: Wednesday 24th May 2017 **(PUBLIC MINUTES)**

Time: 6.00pm

Attendees: J George (Academy Director/Chair), Sandra Margison (Staff Governor), C Whittaker (Parent Governor), K Simpson (Parent Governor), K Brown (Staff governor), V Dear (HoS), C Roberts (Clerk)

| Item | Minute | Action by |
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| 1. si | Apologies and consent for absence | |
| | <ul style="list-style-type: none"> • Received and accepted from H Williamson | |
| 2. si | Declaration of interest | |
| | None. | |
| 3. si | Approval of previous minutes | |
| | <ul style="list-style-type: none"> • Minutes were accepted as true record of meeting. | |
| 4.si | Matters Arising | |
| | None. | |
| 5.si | Items declared confidential. | |
| | None. | |
| 6.si | Urgent business not identified on agenda | |
| | <ul style="list-style-type: none"> • None. | |
| 7 | FN & FR Pupil Progress (inc. progress towards GLD target) | |
| | <p>HT provided a brief summary of the March data and with the following points being discussed and noted:</p> <p>FN</p> <ul style="list-style-type: none"> • Overall progress very positive. Vast majority 11/15 made at least expected progress in all areas. • SEND chd made accelerated progress – this has been achieved by effective use of additional Dcatch funding to support their individual needs. • Third intake – level of additional needs higher, with 3 chd who may not make main stream, parents are aware and are working with school. • Chd will be in FN for 15mnths – so there is time to make progress. <p>FR</p> <ul style="list-style-type: none"> • Majority of 11/14 made at least expected progress – overall has been a hard year for FN/FR but staff are doing an excellent job. • GLD outcomes end of FR – graded 1/2/3; 2 = chd have achieved age related expectation. Slight change in chd who we thought would achieve GLD. Target 50-57%; 1 chd equate to 7%. • HT advised have been moderated in EY/Y2/Y6 – 2hr SATs monitoring. EY moderation took place yesterday and went well. High mobility if EY – a LAC child joined the school – who has lots of issues but has settled in well. | |
| 8. | Pupil Progress Y1 (inc. progress towards phonics targets) | |
| | <ul style="list-style-type: none"> • Overall good progress includes 2 SEND chd. Have had some mobility of EAL chd returning home. • HT reported progress of SEND chd throughout school is a concern, so sought specialist advice from DHT at Highbury School who shared some good ideas re: using Derbyshire tracker. • Phonics screening – HT advised chd are tested every term. In line to achieve target of 66% (8/12). HT advised EAL chd do particular well at the test. | |

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| | <ul style="list-style-type: none"> Phonics test – 12th June straight after 2 week holiday which is not ideal. Chd have taken phonics pack home to do over the holiday ready for the test. Chd who did not pass last year will also be retested – 3 chd should pass. | |
| 9. | Pupil Progress Y2 (inc. progress towards KS1 targets) | |
| | <ul style="list-style-type: none"> Y2 SATs completed – 1 piece of assessment which was carried out in small groups to make it less stressful. Reading: top mark is 40; some less able chd did better on comprehension but struggled with reading mechanics. Lots of work around comprehension has been done which has had a positive impact. Y2 will be moderated and teacher is fully prepared. <p>Q: Overall are we happy with the progress of where chd are? R: Yes, especially in the lower end of school with chd confidence growing and are showing more attack in their learning and are much more willing to have a go which will feed through school.</p> <ul style="list-style-type: none"> Chd who won't make 'at' have still made massive progress. | |
| 10. | Y3/4 Pupil progress | |
| | <ul style="list-style-type: none"> A concern was the number of chd working at age related – especially last year's Y2 chd who were moderated, so extra support for the Y3 member of staff, particularly in writing was put in place. Since additional support put in already seeing marked improvement which is the same for math. Can see positive effect of the intervention. Mixed Y3/4: reading stronger demands of writing/math higher. | |
| 11. | Y5 Pupil progress | |
| | <ul style="list-style-type: none"> Similar picture, reviewed work and moved chd on quickly on assessment system as teacher were over cautious. HT advised looked at Y2/Y6 assessment than compared against SIMS which throws up some mismatches but at least we are being moderated again. | |
| 12. | Y6 Pupil progress | |
| | <ul style="list-style-type: none"> Similar picture as Y2 – under sold, overall better picture in reading in reading/math with a big push on writing. Moderated writing – looking more positive. 3 SEND & PP –all L1 writing – 2/3 on target to get expected so will be value added. 2 chd identified as possibly achieving mastery in writing – achieving greater depth. Overall much better place than last year. HT reported SATS were hard; reading better than last year; math 2/SPAG papers were hard plus we were moderated during SATS which unsettled the chd due to the moderator being unfamiliar to the chd. But HT advised the chd attitude during SATs had been good. Chair passed on thanks to HT/Y6 SATs team for the excellent organisation that was needed due to the number of chd with extra arrangements. HT reported for the SATs treat chd visited ROKT climbing centre. | |
| 13. | Attendance and Persistent Absentees | |
| | <ul style="list-style-type: none"> Overall attendance: Autumn tem – 93.8%; Spring term – 94.08%; Summer term 1 – 94.3%. Overall hovering around 94%. In-year attendance: FR/Y1 – 93.9%; Y2 – 95.5%; Y3/Y4 95.3%; Y4/5 – 95.3% class had also had a number of 100% attendance weeks; Y6 92% - made of lots of single days absence. Persistent Absentee in-year breakdown: <ul style="list-style-type: none"> FR/Y1 – 4 chd (EWO involvement for 2 due to less than 90%; 2 x holiday in term time) Y2- 2 chd: 1 chd started in Nov/ chd attendance is improving. | |

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| | <ul style="list-style-type: none"> ○ Y3/4 – 4 chd: 1 chd due to family crisis; 2 holiday during term time; 1 due to odd off. ○ Y4/5 – 2 chd; EWO involvement – attendance improving ○ Y6 – 7 chd: 2 EWO involvement; 1 due to difficult family situation; 1 chd started in Mar; 1 due to holiday; 1 serious illness/hospitalisation; 1 lots of odd days. <ul style="list-style-type: none"> ● HT advised all EWO hours have been used up, so more time will be bought to take up till end of term. Initially do light touch before getting the EWO involved. <p>Q: If we took the Y6 attendance figure out of the equation would we fall into 96%?</p> <p>R: Yes. HT advised attendance lower down school is improving so when Y6 cohort leave will have a massive shift in all areas including behaviour and parental engagement.</p> | |
| 14. | Transition | |
| | <ul style="list-style-type: none"> ● Transition day – Friday 7th July. HT reported Rastrick High (RH) Y7 staff now have a clear picture about each of the Y6 pupils’ joining them (20/24). Chd will also spend the following week at RH. Initially RH attempted to contact parents with details of the transition arrangements, but a lot of parents had contacted FL - HT to ask about the arrangements. RH advised they had emailed the letter out to parents, HT advised RH that not all parents have regular access to email or printing facilities so had not received the information. So she had printed the information and sent out to parents. <p>Q: Who is legally responsible for the chd during the week of transition?</p> <p>R: HT, will follow this up as it is a new model of transition.</p> <ul style="list-style-type: none"> ● The 4 remaining Y6 pupils are moving to: 2 x PLLT; 1 x Crossley Heath; 2 x All Saints. | |
| 15. | Policy Adoption | |
| | <ul style="list-style-type: none"> ● Homework policy: review of the policy taken place HT met with school council and spoke with chd from Y1 to Y6. 10 parents also attended a session to gain opinions. Overall the general feedback had been chd love learning log; 1 parent felt chd do too much. HT followed this up and her feedback was based on parent having a complicated arrangements where child stays a no. of days with each parent and 1 parent not being on board with homework so always falls on her. All others were happy with what the school does especially offering homework and lunchtime clubs. Chd from Y1 upwards can attend and enjoy the social element and also provides good peer role models. ● An area that staff agreed was that there should be a different expectation for Y5/6. Governors agreed that including the reasons why to the policy would be useful for parents i.e. gets chd ready for the increase in volume of homework they will have when they move to high school and that chd will have greater consequences for not completing it. It’s about supporting pupils with transition. Decision taken that ‘3 weeks’ should be the agreed number of weeks that a class teacher will contact parents if no homework is returned. Policy was adopted after amendments. HT to action update of policy. ● Homework: includes whole package: Learning logs/ reading/ spellings/ multiplication tables. ● Lockdown procedures: HT shared proposed Lockdown Procedures with governors. Governors asked to review the draft and feedback to HT. Governors to action. | <p>HT</p> <p>Govs</p> |
| 16. | SDP project update | |
| | <ul style="list-style-type: none"> ● HT reported another Business Volunteer Day had taken place. | |

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| | <ul style="list-style-type: none"> • Y5 –one of 2 teams that entered have successfully got through the 3rd round of competition and had won £50, with only 7 schools remaining. All pupils that have taken part will receive a certificate. First week back after half term will be 'Bike Week'. Suggestion has been made for 1 or 2 members of staff to cycle between schools. • Bash Local – HT advised FL has been chosen as a pilot school for a new Food Bank scheme. Scheme provides the school with donations before every holiday for chd identified by the school as vulnerable or PP, bags of donations were being delivered to the school on Thursday. HT advised as this was a sensitive subject she began with a light hearted letter to parents. It was also decided to create a pop up collection point – from the portacabin so that parents do not need to come into school to collect the donation. In the future there may also be an opportunity to offer a free Friday breakfast. • Governor SDP feedback updates need to be sent to HT by 22nd June. Governors to action. • SLT report – agreed Safeguarding update to change to table format for next report. HT to follow up. | |
| 17. | Pupil Numbers 2017-18 and class implications/recruitment | |
| | <ul style="list-style-type: none"> • Class structure for next year: <ul style="list-style-type: none"> ○ Plan is for mixed classes: FN/FR; Y1/Y2; Y3/Y4; Y4/5; Y5/6 only have 14 Y6 pupils, and will do small group wok for literacy/math. | |
| 18. | Safeguarding | |
| | <p>HT gave a brief summary with the following points discussed and noted:</p> <ul style="list-style-type: none"> • FN/FR – staff have formed an effective team. Overall EY is proving to have the greatest Safeguarding need. • HT/Learning mentor have regular supervision with SW. • Half term meeting has been arranged with CC. • HT advised Prevent Audit had recently been completed and will need to do some work around 'visitors' • HT advised she had reported to the Trust Board – she is experiencing challenging behaviour from some parents that had been very racist in the playground which she has had to challenge. They have been told that they will be banned from coming into the school grounds and they would have to make alternative arrangements to drop off and collect their children. Posters have also gone up around school on British Values. Promoting the message from school that we celebrate diversity and we do not tolerate racism. Pupils are getting on fine but parents won't engage. • HT advised we will be introducing 'Peace Kid' which will be a big focus and is about building healthy relationships, the school will also be holding a 'Rainbow week after half term celebrating diversity. | |
| 18. | Governor/Trustee Feedback | |
| | <ul style="list-style-type: none"> • Chair reported governors had approved funding for an electronic entry system for each of the schools. The system can provide photo ID badges for all visitors. The system will also send the host of the visitor an alert to notify the have arrived. Majority of schools already use similar entry systems as it is seen as a good safeguarding practice by OfSTED. • Re-brokering – following the call of the general Election a decision is on hold. The trust has contacted the organisation we are interested in joining. Interim the headteachers have taken on additional responsibilities. If RSC approves | |

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| | the proposal lots of due diligence exercises will need to take place. Plans are in place up until to end of financial year 17/18. Preferred organisation is not growing nationally but are regional hubs. | |
| 19. | Correspondence | |
| | None. | |
| 20. | AOB | |
| | None | |

There being no further business the meeting closed at 7.30pm

Signed: Date:

| Version | Issue date | Change history |
|---------|------------|---------------------------------|
| 1.0 | 07.04.17 | First draft of minutes by Clerk |
| 2.0 | 09.06.17 | Approved in principle by Chair |