

BRIGHTER FUTURES MULTI ACADEMY TRUST

Siddal - LGB meeting

Date: Wednesday 28th March 2018 (PUBLIC MINUTES)

Time: 6.00pm

Attendees: F Tomlinson (Parent Governor), C Wierzbianski (Staff Governor), S Moore (Parent Governor), S Whitley (Parent Governor), C Howarth (AHT), C Roberts (Clerk)

ITEM	Minute	ACTION
1. si	Apologies and consent for absence	
	Apology received and accepted from R Gurteen.	
2.si	Declaration of interest	
	None.	
3. si	Approval of previous minutes/matters arising	
	<ul style="list-style-type: none"> • Minutes were accepted as a true record. 	
4.si	Items declared confidential	
	<ul style="list-style-type: none"> • Governors asked to be mindful of pupil names on data shared. 	
5.si	Urgent business not identified on agenda	
	<ul style="list-style-type: none"> • Chair: AHT advised following the resignation of Pam Burton as Chair of Trust Board and Chair of SD LGB. Jane George (Vice Chair of Trust Board) was nominated and unanimously voted to take over as Chair of Trust Board. • Due to resignation, nomination for Chair of SD LGB was received for Sally Moore (Parent Governor), seconded by F. Tomlinson, C Wierzbianski. S Moore was appointed as Chair of SD LGB and F Tomlinson as Vice Chair. 	
6.	Heads Spring 2018 Report	
	<p>AHT provided a brief summary of the report with the following points being discussed and noted:</p> <ul style="list-style-type: none"> • Report is cumulative over the year, updated from autumn to spring so progress can be seen over time. • Attendance: persistent absentee table shows some children have been added since last term. AHT advised there is involvement from EWO (Education Welfare Officer) but due to shortages of EWOs in the LA so services are stretched. First day calling procedures are in place and followed by the school which includes home visits and welfare checks by school staff to gather reason for absences. If no response is obtained from the visit and there was a concern the school would call the police. Final warning letters are issued to some parents who may be taken to court and prosecuted. Inconsistent attendances - most have a valid reason for the absence but are cases where absence has continued to be unacceptable after the initial cause of absence has been resolved which will trigger EWO involvement. AHT reported that EWO is very good at updated the school. • Punctuality – has improved due to tightening of procedures. Fines for all holidays are issued with the exception of family wedding for close family members or exceptional circumstances. Zero tolerance approach taken as all term dates are well publicised on website with regular reminders via newsletters etc. so parent/carers do not have an excuse for mixing up dates. The school follows attendance guidance, and asks for proof for medical appointments but still some parents do not get children in to school. CIN 	

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	<p>(Children in Need) attendance is always reviewed at these meetings and staff do as much as they can to support families. Specifically need Y6 children in school as poor attendance has a massive impact.</p> <ul style="list-style-type: none"> • Movement – AHT advised that 2 x Y5 children moving to Withinfields due to expression from parents that they do not want their children to attend PLT. AHT reported it is disappointing when we lose children and has spoken with HT at PLT re: her concerns and are looking at ways to reassure parents and promote the improving PLT. AHT advised this year we had the highest number of Y6 children wanting to attend other schools than PLT to previous years. All agreed that PLT needs to be the driving force to promote the school. By the end of the year PLT are expecting to have doubled their grades, which have not been publicised in the local press who have chosen to report negative stories. • Safeguarding – All staff have limited access to CPOMs, so can read incidents that are flagged up for their attention, and are made aware of incidents that they may not have initially known about. Reports available on CPOMs can help to identify patterns which are always address with parents before they escalate. DSL (designated safeguarding lead) deals with escalated incidents and will refer to MAST, following referral DSL or nominated person may have to attend statutory meetings attended by other outside agencies involved. A section 47: triggers that someone needs to go out to the family, could be early intervention but family have to agree to in hope they take on actions to move forward but it is voluntary. CAMHs referral – (children mental health team) – 3 levels can take up to 2 yrs. to go through. • Unacceptable behaviour – number of discriminatory incidents in spring term has reduced, so introduction of ‘growth mind set’ has had a positive impact. • G&T – Chair observed that the number of G&T children (9) seemed quite low for the whole school. AHT advised that G&T (literacy & numeracy) equates to top 5% of the school and children need to be working at mastery level. AHT advised more work still needs to done, but successes are celebrated and awards given linked to accelerate reader; maths in newsletter/ various assemblies. Which has a positive effect as incentives work well for SD children. • Extended schools clubs – overall well attended any absences are usually due to illness. • SEND – SD has slightly higher than national figure for SEND. We also have a small group of children working towards EHC plans – which need significant evidence. • Interventions – lots of interventions run, groups are changed following regular review of children’s progress at staff meetings, where staff are confident to discuss all areas. • SDPs – Writing: Link Governor RG has not yet been available to meet with staff lead (CW). So has been unable to review/challenge progress. Ideally it would be useful for link governors to meet with SDP leads every half term. CW advised that she works with staff member LB on writing throughout school who act as critical friends. <p>Q: How viable would it be for governors from across the 3 schools to offer reciprocal support?</p> <p>R: AHT advised that the other schools may not have the same SDPs. A suggestion made was could a member of staff from PLT be asked to provide challenge. AMS (literacy consultant) continues to moderate writing and we have received positive comments. CW reported staff are very adaptable to</p>	

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	<p>change and have responded well. Pupil progress – teachers have seen positive impact on writing and will need to continue to build on fluency. Main priority – staff PDM planned on writing/book scrutiny so staff are aware of how SLT check writing. CW/LB have done lots of work on handwriting and spelling using Schofield & Sims system which has made the system more robust. Staff have been provided with a menu that they will follow to ensure consistency. As 14 marks can be lost by not spelling correctly in the tests.</p> <p>Reading: AR (Accelerated Reader) now being used. Will need to purchase more books to fill in gaps after the books have been categorised. Staff are coming in next Wednesday to label books, governors are welcome to join staff. SD started using AR much later than LF but all KS2 are using the system now. KS1 licences have just been purchased. KS2 children all involved in quizzing. SD Snack Shack golden tickets are awarded to pupils with highest participation level and accurate scores. Teachers have been given English overviews so are very clear and consistent. KS2 – need to see quality of writing across all curriculum topic work etc. Reading corners will need to be revisited due to new staff.</p> <p>Q: Do you think AR has made a difference?</p> <p>R: Yes, definitely children are now more engaged in reading. Teachers are given weekly reports which identify children who are not participating, so teachers can speak to them to try and encourage and tell them what reading they need to complete in their lunchtimes. Children choose the books they are reading so have a lot of freedom which is having a positive impact. Focus will be to further develop reading displays ‘once upon a picture’ objective is get at least one display up to be used as a teaching aid that children can access.</p> <p>Maths: AHT maths lead advised, lots of testing being done with Y6 as we need to know children can apply the skills in a test. Overall very positive with children making progress. Maths groups have been restructured with 1:1 teaching were needed. Revision now being done on areas identified with gaps. Introduced ‘5 a day’ – for Y2-Y6. That involves five arithmetic questions to do in 5 minutes to help develop good recall habits. This is done at the start of the day or at the start of a maths lesson – all about recapping of skills, keeping it fresh. Gap identified is that children need to understand the balance of an operation, so are exposing pupils to this. PiXL analysis of KS2 – resulted in change to groups. Children are sometimes surprised how some questions can be so easy. Overall really pleased with effort of Y6, staff are good at assessing children and are going to set clear criteria to map out to ensure assessment is consistent in all areas. Hoping to offer reasoning/problem solving workshops for parents who will be able to visit a class to see it in operation to showcase how well staff/children do. Similar parent workshops were offered for Phonics which were well received and worked well. Parent workshop on times tables will also be offered to show parents what the expectations are and to share how differently the curriculum has changed. As it would be great to get more parental engagement – AHT reported Y6 parents have committed to supporting their children with extra homework.</p> <p>EYFS – there has been a number of staffing changes this term with NQT joining the team. 8 new children will be joining after Easter. Teacher (SW) will be leaving at the end of summer term on maternity leave. 57% expected to achieve GLD (good level development) this is a drop from last</p>	

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	<p>year but there is a possibility that 3 other children may achieve GLD so may increase to 60%, which will be in line with last year and is just down to smaller cohort.</p> <p>SEND – good involvement with outside agencies. Nurture groups will be starting after Easter for targeted children and good role models.</p>	
7.	Targets update	
	Included in item 6.	
8.	Policy adoption	
	<ul style="list-style-type: none"> Administering First Aid Policy – AHT advised only changes made have been legislative changes and change of staff names. School has robust systems/procedures in dealing with first aid. 	
9.	Attendance report	
	<ul style="list-style-type: none"> Included in item 6. AHT advised that children are loving the introduction of the new attendance reward sponsored by Vision for Education. 	
10.si	Safeguarding	
	<p>Included in item 6.</p> <ul style="list-style-type: none"> Included in item 6. AHT advised school has clear/robust procedures in place. 	
11.si	Governor/Trustee feedback	
	<ul style="list-style-type: none"> None 	
12.si	Correspondence	
	None received.	
9.	AOB	
	<ul style="list-style-type: none"> Headship post for SD has been advertised with a closing date of 18th April. Chair would like to seek clarification of interview process and who sits on interview panel. Next LGB meeting agreed for Wednesday 25th April 2018 at 6.00pm. 	

There no further business the meeting closed at 19:15hrs

Signed:

Date:

Version	Issue date	Change history
1.0	29.03.18	First draft of minutes
2.0	17.04.18	Approved in principle by Chair