

## BRIGHTER FUTURES MULTI ACADEMY TRUST

### Siddal - LGB meeting

Date: Wednesday 5<sup>th</sup> April 2017 **(Public Minutes)**

Time: 6.00pm

**Attendees:** P Burton (Academy Member/Chair), S Whitley (Staff Governor), R Gurteen (Co-opted Director), C Wierzbianski (Staff Governor), S Moore (Parent Governor), F Thomlinson (Parent Governor), C Howarth (AHT), C Roberts (Clerk)

ITEM	Minute	ACTION
1. si	<b>Apologies and consent for absence</b>	
	Apologies received from M O’Neill	
2.si	<b>Declaration of interest</b>	
	RG - spouse is member of staff.	
3. si	<b>Approval of Previous Minutes</b>	
	Minutes were accepted and approved	
4.si	<b>Matters Arising</b>	
	None.	
5.si	<b>Items declared confidential</b>	
	Persistent Absentee Report within SLT report.	
6.si	<b>Urgent business not identified on agenda</b>	
	<ul style="list-style-type: none"> <li>• Letter from SD staff</li> </ul>	
7.	<b>SLT report – Spring 2017</b>	
	<p>Following points from the report were discussed and noted:</p> <ul style="list-style-type: none"> <li>• Persistent absentees: - an increase from Autumn-Spring are we able to give a breakdown of strategies being used.</li> <li>• AHT advised no holidays are being authorised but we may need to consider whether to fine repeat offenders who continue to take children out of school. EWO (Education Welfare Officer) services now bought in and any parents who are not engaging with school gets a referral to EWO. If situation does not improve goes to a formal hearing.</li> <li>• Absences below 90% - had a significant amount of sickness bugs, where children had to take 48hrs off as it was effecting staff.</li> </ul> <p>SDPs: Raising Standards – AHT advised due to staff shortages we have tried to fit PIXL sessions in where we can and in particular picked up children on Fridays for individual sessions. AHT and Staff Governor (CW) have tried to keep their teaching commitment on Fridays. SIMS assessment – all staff seem more comfortable with using the system now, staff can now see the value of the system and it doesn’t take staff as long to write profiles and children’s objectives; staff are also using class tracker and update at the end of every term. Y6 are working at age related expectations – national figure of 65%. Staff are doing everything to plug the gaps. Maths – all Y6 strands have been tackled all about recapping and revision. AHT advised that she has tried to relate each strand to a real life situation they would apply the particular learning to. Will be able to offer more booster session on run up to SATS due to return of teacher. 4 chd also join SD every morning for Math. AHT advised had planned to do pupil progress but due to staff absences AHT had not had all the data back. This will be completed for the next LGB meeting. IRIS – Staff have had training just need to use more consistently to become more</p>	

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	<p>familiar and then start sharing their recorded teaching observations. RW has also dropped in on Science lessons to check if cross curricular writing opportunities are being given to children across IPC. AMS (LA specialist literacy consultant) had been happy with writing teacher judgements and carried out detailed 1:1 session with each class teacher. Staff Governor (CW) reported LA are rigorous about their moderation, and are very open and share with us their progressive tick sheets. We also regular attend cluster meetings so the LA are happy with our moderation. Evidence – text are pitched at right level and responses are easily to see. After SATS LB will be rolling out a writing workshop throughout school (Y1-Y6) where each member of staff takes a different genre. From the workshop it should, provide the school with a whole portfolio of progression of work.</p> <ul style="list-style-type: none"> <li>• SDPs: Reading Comprehension – Book amnesty has happened and a team of Y5/6 pupils have been helping to re-categorising books to use in Accelerated Reader in the future. From the amnesty there are quite a lot of books that are not part of the scheme so will be selling these off, as it is not worth keeping as they don't have any activities linked to them. Staff Governor (CW) advised that assessment just been done used last year's SAT paper, all children seemed a bit shell shocked about what is to come. But it's all about getting the balance of encouragement and making them aware that they now need to knuckle down in these weeks leading up to the SATs. Easter revision pack with info for parents signposting them to further revision sources being sent home - doing 10 for 10mins for 10 days, collectively 30mins per day. To encourage children they will be given a prize. Children have spent time this week doing revision and used peer support; redone SATs papers encouraging them to have ownership of their learning. Unfortunately only 6/28 parents attended the recent parent SATs workshop.  <b>Q:</b> Do we have any evidence of impact on reading comprehension?  <b>R:</b> Evidence will follow when Accelerated Reader is up and running. Schofield &amp; Sims comprehension still being used, provides whole class reading and gives children deeper understanding and at the correct level to what they are supposed to be at. Chair asked if members could have a look at the book journals. Staff Governor (CW) will arrange this for next meeting.  <b>Staff Governor (CW) to action.</b></li> <li>• SDPs: Growth Mindset – Staff Governor (CW) advised still needs to be introduced to parents as the focus this term has been around SATs. SLT met children to find out what children thought about GM. It ranged from had no idea and other children thought it was brilliant. They are also happy that staff are using the same terminology. Staff Governor (CW – lead on GM) is happy with practice around school – use of edit/re-edit/succession planning all children know their targets and know what they need to do. Some children are still fixed mind set, still a lot to embrace and work in progress. Some children have a complete disrespect which is a problem and it's about them understanding they cannot behave in this way. Hopefully GM will be shared with parents before summer, Chair asked it a presentation on GM could be added as an agenda item to next meeting. <b>CW to follow this up.</b></li> <li>• Forthcoming events – Choir was invited by HT of St Chads to join with Young Voices to sing at the Victoria theatre.</li> </ul>	
<b>8.</b>	<b>Policy adoption</b>	
	<ul style="list-style-type: none"> <li>• AHT advised only minor adjustments had been needed to Assessment &amp; Reporting; Marking &amp; Feedback: Accessibility policies. First aid policy had been split into 2 policies – Children requiring medical support in School &amp;</li> </ul>	

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	First Aid. <ul style="list-style-type: none"> <li>• Now have 4 paediatric trained members of staff; school has robust first aid system and all supply/cover staff are made aware of first aid kits location/ procedures</li> <li>• All policies were accepted and approved.</li> </ul>	
<b>9.</b>	<b>Safeguarding</b>	
	<ul style="list-style-type: none"> <li>• No issues – still some rationale about when agency involvement should step in.</li> <li>• ISA – run by LM/SW with families. LA also send latest incident updates via our CPOMS system which is much better as we receive information more swiftly.</li> </ul>	
<b>10.</b>	<b>Summer term SDP milestones</b>	
	Summer term link governors were agreed as follows: <ul style="list-style-type: none"> <li>• Raising standards – Sally Moore/ AHT</li> <li>• Growth Mindset – F Thomlinson/CW</li> <li>• Reading Comprehension – R Gurteen/CW</li> <li>• SEN – P Burton/AHT</li> </ul> Link governors should contact lead member of staff for each SDP to arrange a visit date and identify what the focus will be.	
<b>11.</b>	<b>Persistent Absentee Report</b>	
	<ul style="list-style-type: none"> <li>• Table within SLT report to be anonymised. <b>AHT/Clerk to action.</b></li> </ul>	<b>AHT/Clerk</b>
<b>12.si</b>	<b>Governor/Trustee Feedback</b>	
	<ul style="list-style-type: none"> <li>• Staff governor (SW) reported she had recently attended governor training on Ofsted inspections and what had been highlighted was that link governors should be agreed this was recapped in item 10.</li> <li>• Parent Governor reported she had attended Governor Induction</li> </ul>	
<b>13.si</b>	<b>Correspondence</b>	
	None	
<b>14.si</b>	<b>AOB</b>	
	<ul style="list-style-type: none"> <li>• Chair advised that that she had a reply for the AHT regarding the letter from SD staff and would share after the meeting.</li> </ul>	

There no further business the meeting closed at 19:00hrs.

Signed: .....

Date: .....

Version	Issue date	Change history
1.0	10.04.17	First draft of minutes
2.0		Approved in principle by Chair