

BRIGHTER FUTURES MULTI ACADEMY TRUST

FIELD LANE – LOCAL GOVERNING BODY MEETING

Date: Wednesday 9th May 2018 (Public Minutes)

Time: 6.00pm

Attendees: J George (Academy Director), Sandra Margison (Staff Governor), K Simpson (Parent Governor), K brown (Staff Governor), V Dear (HT), C Roberts (Clerk)

Item	Minute	Action by
1. si	Apologies and consent for absence	
	<ul style="list-style-type: none"> Absent – P Booth 	
2. si	Declaration of interest	
	<ul style="list-style-type: none"> None 	
3. si	Matters arising and Approval of previous minutes	
	<ul style="list-style-type: none"> Minutes accepted as a true record. 	
4.si	Items declared confidential.	
	<ul style="list-style-type: none"> Governors were reminded the need for confidentiality regarding children’s data shared. Item 7* ; item 9 	
5.si	Urgent business not identified on agenda	
	<ul style="list-style-type: none"> None. 	
6.	EYFS progress	
	<p>HT advised since the data was quite old and had moved on from the spring evaluations, she provided a brief summary update with the following points discussed and noted.</p> <ul style="list-style-type: none"> Overall picture is positive as number of children making progress in most areas. Moving & Handling only made 1 step progress which links to writing and tripod grip. Children are achieving in the band but are not fully secure. Low area: Understanding the World this - reflects the narrow life experiences children have been exposed to but is being addressed/covered in topic work and science links. There are 3-4 children that have low attendance who only do 2 days and 1 child with an EHC plan. FR - GLD data positive trend 81% of children made 3 steps progress in some areas; all made accelerated progress. GLD target for end of FR is 50%, last year was 42% this will still be below the national figure but children come in significantly below. Lots of work has been done and changes have had positive impact on progress. Guided reading has been introduced. FR teacher and HT visited Oaklands Primary (Leeds) to observe Reggio Emillia approach (develops writing/vocab/art) being used, which had been a very inspiring and a positive visit, and have adopted some elements in FL provision already due to enthusiasm and hard work of class teacher e.g. capturing children’s thinking. The quality of work seen on the visit was incredible. Early Excellence Centre in Outlane has a permanent Reggio Emillia display. Lots of EY training for staff taken place on writing linked to handling. 	
7.	Year 1 – Y6 progress	
	<p>HT shared updated attainment and progress summary sheets for R/W/M for Y1-Y6.</p> <ul style="list-style-type: none"> Reading: Children expected to make 2 solid steps of progress with a minimum of 3 steps a year. Concern highlighted is Y5 with 26% below expected progress. Children have been identified and are receiving targeted intervention/support. SEND children have consistently lowest achievement. Derbyshire 	

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	<p>tracker/enquiry based and other extra data tools are being looked at. Across school struggling with differentiation of visual resources/material resources so will be doing some work with teaching staff around this. New intervention plans have been completed and staff are targeted to different tasks/ interventions.</p> <ul style="list-style-type: none"> ● Writing: subject leader has looked at targeted interventions. Introduced precision teaching (1 min per child of 1:1/ 2 sessions a day using assessment and are plugging gaps in learning, but still need to further develop a flexible approach. AR (Accelerated Reader) number of quizzes being completed has drastically increased. Y3 children have done at least one quiz. Number of children using Lexia has increased with extra phonics taking place. Y3 – 56% below expected progress. Staff Governor (KB) advised that staff know who these children are and are all receiving interventions, and was positive that impact from the interventions will be evident at the next data review. There KS1 SATs results had been in-line with national expectations. Q: How many chd in Y3? R: 16 children. ● HT advised that the focus for future staff meetings will be around enquiry based learning, as we need to make learning more relevant and interesting. ● Phonics: previously 62% for end of Y1 – updated April 2018 to 69%. National figure is usually on the 70's, so some children have made accelerated progress and have had some good successes. Also a possibility that an extra 1 or 2 children may pass as or on the cusp. ● End of Y2 – still looking 'at' or above. Reading -55%; Writing – 55%; Maths – 55% with 1 or 2 children showing greater depth in Reading/Maths and 1 chd in Writing. All children complete reading records. HT passed on thanks to KB for all her work with Y2 during difficult staffing periods. ● Currently one Y1 child joins top attainers in Y2 for maths. ● Provision has been really tailored. Maths split for Y4/Y5/Y6 since the change have seen positive affects in each year group and children are working well and have welcomed the arrangements. Staff are being rewarded as they can see the positive impact it is having on learning. Rough scores are converted to scaled scores with children needing to achieve 102/103 for greater depth. Some children have scored higher than this. ● KS2: latest update 1 new pupil has joined Y6 from Rastrick Independent, cohort of 15 pupil. Reading – 53% ; Writing 47%; GPAS 66% ; Maths – 53% with 20% greater depth in reading and maths 13% greater depth GPAS. In practice SATs results have been much higher, so could improve. Reading – 65%; Writing 65%. ● <i>* Confidential item</i> 	
8.	Attendance/Behaviour/Well Being	
	<ul style="list-style-type: none"> ● 1st week back, after Easter whole school was 91.2% still had quite a few on holiday due to clash with LA holiday dates. Have had 3 weeks of 96.1/96.2% with a couple of classes achieving 100% attendance; 1 Y6 child as previously discussed poor attendance. Attendance figures are now shared on the revamped newsletter which now shares news linked to Ofsted line of enquiry. HT passed on thanks for DM for her continued hard work to improve attendance. Consideration being given to possibly changing the newsletter cycle of weekly to fortnightly due to the amount of time it takes to put together. School still has massive communication issues with parents, regarding trips/consent forms/payments. As a way to improve communication the suggestion for the newsletter to be sent electronically was made as most parents have access to smart devices. HT agreed to draft a questionnaire for parents to gain feedback if an electronic version only would be acceptable with a brief explanation or reasons i.e. cost implications. 	

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	<p>Q: Can a tag be put on the newsletter which records how many people have opened it?</p> <p>R: HT advised she did not know this, but would make enquires. HT to follow up.</p> <ul style="list-style-type: none"> Behaviour Audit was completed, looked around school for evidence of policy, outcomes very positive main tweak was around disparity between good children not receiving enough. This will be addressed. Held a Mind to be Kind week in March. Children’s survey sent out – results overall very positive. Results will be added to Trust Governor this survey will form the baseline to see how we do again at the end of the summer term. Mind to be Kind displays are also visible around school. 	HT
9.si	SDP governor input, responsibilities	
	<ul style="list-style-type: none"> <i>Confidential item</i> Suggestion made for a governor learning walk to be arranged after the May holiday. 12th June, 1pm was agreed for the learning walk as this would allow sufficient time for governors to write their feedback evaluations from the visit and would offer the opportunity for them to get a whole school overview and not just their link areas. Governors to follow up. 	Governors
10.si	Safeguarding	
	<ul style="list-style-type: none"> DSL/DM receive half termly supervision. All teachers have now received CPOMs training and have limited access which allows staff to report directly on to CPOMs with DSL/SW/DM having high level access. HT will be arranging CPOMs training around the reporting facilities to ensure we get the maximum benefit to reduce paperwork which will also make us more GDPR compliant. 3 sessions from the police have been arranged for Y5/6 to include knife crime. The school has also been asked to be involved in a targeted CSE project. <p>Q: Has anyone received any GDPR training?</p> <p>R: No, HT advised she has received in the last week some information/ guidance from Paul Caladine – LA Data Manger which she had passed on to JB (BOM).</p> <ul style="list-style-type: none"> HT advised that new GDPR regulations has been discussed in staff meetings . HT reported that she had been told that there were elements (such as allergy/medical/safeguarding) information that schools use that may not fall under GDPR regulations but this would need further clarification. Chair agreed to speak to JB (BOM) re: purchasing encrypted memory sticks for staff. Chair to follow up. Decision taken to add GDPR as a standing items on all future LGB agendas. Clerk to action. 	Chair Clerk
11. si	Summer term events	
	<ul style="list-style-type: none"> List of events up to end of term was circulated with newsletter. HT will be running Team teach sessions of 7th/14th/21st June. Great Get Together - 22 June (event in memory of Jo Cox) to celebrate diversity and tolerance. Y6 Leavers assembly will take place on 5th July due to transition day on 6th July and pupils attending extended transition (last 2 weeks of term) at Rastrick High. 	
12.si	Governor/Director Feedback	
	<ul style="list-style-type: none"> Chair reported that she had attended various meetings and met with RSC regarding re-brokering situation, which is still a work in progress but at this point was not able to provide any further update. A meeting is scheduled for 22nd May, with RSC and as soon as we can we will update staff w/c 4th June 	

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	when all 3 schools have returned from the half term break. Q: Is it possible for 1 st September? R: Chair advised, will have a clear situation confirmed by the 4 th June.	
13.si	AOB	
	<ul style="list-style-type: none"> • Staffing: new HLTA Mrs Brearley has started. EY - TA will be leaving on the 18th May and cover is arranged up to end of summer term. Supply teacher EW has been at FL for 3 weeks and has settled in well. • Chair thanked HT for updated progress data and stated it was pleasing to see an improving picture, with special thanks to Y6 teacher for her exceptional hard work and support she is offering pupils and to all the staff for their continued hard work. 	

There being no further business the meeting closed at 7.20pm

Signed: Date:

Version	Issue date	Change history
1.0	10.05.18	First draft of minutes by Clerk
2.0		Approved in principle by Chair