

THE MAST ACADEMY TRUST

Company No: 10357136

DfE: 4041

THE LOCAL GOVERNING BODY OF SCISSETT MIDDLE SCHOOL

Minutes of the Local Governing Body meeting held at 7.00 pm at the School on Tuesday, 17 July 2018.

PRESENT

Miss R Potter (Chair), Dr S E Brown, Mrs S Farmer, Mrs N Greenough, Mr M A Inch, Mr J Terry

In Attendance

Mr G Dawkins (Minute Clerk)

Item	Minute	Action
<u>2592. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</u>	<p>Apologies for absence were received from Mrs S D Lord (consent).</p> <p>There were no declarations of interest.</p> <p>It was agreed that Item 12 on the agenda should be moved forward to Item 2 in order that Mr McQueeney can leave.</p>	
<u>2593. END OF YEAR DATA</u>	<p>Mr McQueeney presented the End of Year Data Report 2017-18.</p> <p>The overall SATs data showed Reading, Writing, Maths and Combined compared to National Average (NA).</p> <p>Reading attainment is on a par with NA but progress from KS1 is below N.A. Maths is below N.A. for attainment and progress from KS1. Combined is up on last year but still below NA. GL data will be available in September where we can evaluate progress in Yr6.</p> <p>Grammar, Punctuation & Spelling is below NA and below last year and Science is</p>	

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	<p>above NA.</p> <p>Average Scaled Scores in Reading, Grammar, Punctuation & Spelling and Maths are all just below NA.</p> <p>Teacher Assessments were higher than the actual results in Reading, Maths and Combined but was accurate for Writing.</p> <p>The Progress Score for the whole school in Reading is -2.2 which is in line with last year but Maths at -3.8 is down.</p> <p>Q. We were expecting better in Maths so why is it low?</p> <p>A. The number of raw marks required to get 100% score was increased by 4 which has made a big difference.</p> <p>Y6 Data is presented for Reading and Maths by teaching set and by previous school and particular cases were highlighted.</p> <p>On scaled scores tracked progress suggests steady progress across the year for Maths but progress rose sharply in the first term in English and then steadied. However when you look at the raw score marks the progress can be seen more clearly.</p> <p>A higher group in Maths has achieved a progress score of +4.2 and is above the Government target.</p> <p>Variations in progress between one half term and the next can be just down to the difficulty of the papers set.</p> <p>Due to the conversion from Raw Scores to Scaled Scores significant progress with Raw Scores can become gradual with Scaled Scores.</p> <p>Comparisons of data by previous school shows general correlation for Reading by SATs but a big gap for most in Maths.</p>	

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	<p>It was noted that Shelley First School who are part of the MAT are very close on assessments for both Reading and Maths.</p> <p>Non-Core Subjects:</p> <p>Y6 :</p> <p>All the targets are based on the last point of assessment so are very challenging.</p> <p>The consequences of our assessment system are that those on GD can't exceed that target so presented as Expected or above.</p> <p>French is lower but this is probably to be expected as this the first experience of a foreign language.</p> <p>Y7:</p> <p>By Y7 the percentage of pupils below target is much smaller.</p> <p>Comparisons are given by subject for the whole year group, Pupil Premium (PP) and SEN.</p> <p>Teachers interrogate SIMS 3 times a year to plan interventions.</p> <p>There is a big overlap between Persistent Absence and PP which can have a significant impact on progress and outcomes.</p> <p>PP generally haven't performed as well as non-PP except in History and Resistant Materials.</p> <p>French was significantly higher in Y7 than in Y6.</p> <p>Y8:</p>	

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	<p>Again at Y8 the percentage below target is generally less than in Y7 with the exception of Geography but this considered to be an accurate reflection and can be acted upon.</p> <p>The gap between PP and non-PP is narrowing compared to in Y7.</p> <p>Q. Is there data for PP against other national data? A. No, as no data is presented nationally. Comparisons are made by GL at the end of year 8.</p> <p>It was noted that PP boys are a significant underperforming group identified by the school</p> <p>This year Steven Hawksworth is having more 1 to 1 time with these pupils on Mondays, Wednesdays and Fridays -mostly PP children who have been identified through the data as needing additional support.</p> <p>Accelerated Reader time is differentiated for these pupils.</p> <p>Also as these pupils don't achieve rewards, half termly Mr Hawksworth has put together a reward system for them.</p> <p>At KS2 it is the first year for Low, Middle and High attainer assessments. There is a need to focus on lower attaining boy's reading.</p> <p>Q. Can the headlines for this year's SATs be compared to last year? A. Yes, this can be done by adding last year's data to the 2018 Overall SATs Data on page 4 of the report. Mr McQueeney displayed the 2017 data on the smart board in the meeting.</p> <p>Q. Clearly from the data some classes perform less well than others, has this been investigated and interventions put in place?</p>	

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	<p>A. The Head Teacher has met with the Maths and English leaders and the accuracy of predictions is particularly an issue in Maths predicting higher than achieved. So the Maths Leader is reviewing the predictions.</p> <p>It was noted that quite often the starting gap is significantly different such as JD Class -11.1 and SC Class +2, however though the starting points are quite different the progress are similar.</p> <p>Q. Is “coasting” still an issue?</p> <p>A. Coasting and floor targets are being merged so it is unclear whether coasting still exists. Measured against coasting targets Maths will hit coasting again this year.</p> <p>The Chair expressed thanks to Mr Jo McQueeney for producing all the data along with all his other duties in school.</p> <p>The Chair also expressed the Governing Bodies thanks to all the staff for all their hard work despite the disappointment experienced by staff with the actual results which are not a reflection of the effort and ability of staff.</p> <p>Progress can be seen despite the attainment levels and as a Growth Mindset school we unpick issues and move forward.</p>	
<p><u>2594. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</u></p>	<p>The following item was notified to be brought up under Any Other Business:</p> <p>(a) Governor Award</p>	
<p><u>2595. MINUTES OF THE MEETING HELD ON 15 MAY 2018</u></p>	<p>Amended copies of the minutes were circulated to Governors by the Head Teacher.</p> <p>RESOLVED: That the minutes of the meeting held on 15 May 2018 be approved and signed by the Chair as a correct record subject to the following amendment:</p>	<p>Chair</p>

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	Minute 2575, Page 61 – “Mrs S Famer” should read “Mrs S Farmer”.	
2596. <u>MATTERS ARISING</u>	<p>(a) <u>Placement Planning (Minute 2589 (b) refers)</u></p> <p>It was reported that the number on roll is currently 202 which is 7 over PAN. At the next to last appeals meeting the panel decided the school was not full and admitted all 6 pupils.</p> <p>At a subsequent appeal the school was deemed full, but still allowed a further admission making a total of 13 permitted places from 14 appeals.</p>	
2597. <u>ELECTION OF VICE-CHAIR</u>	<p>The Chair asked Dr Sheila Elaine Brown if she would consider standing as Vice-Chair.</p> <p>Q. What’s involved?</p> <p>A. A stepping in role if the Chair is not available, be involved in appeal / disciplinary matters and enter into discussions not at LGB.</p> <p>Dr Brown accepted and was nominated by the Chair and seconded by Mr Ian Jackson.</p> <p>All Governors were in favour and Dr Sheila Elaine Brown was duly elected as Vice-Chair.</p> <p>RESOLVED: That Dr Sheila Elaine Brown be elected as Vice-Chair.</p>	
2598. <u>REPORTS FROM COMMITTEES</u>	<p>(a) Finance Committee:</p> <p>Mr Armitage gave an overview of the meeting as follows:</p> <ul style="list-style-type: none"> • The overall in year budget forecast shows a potential surplus of 86k which is an increase on previous reporting. This is due in part to savings in GAG refund, voluntary contributions, energy savings from new lights and some staff changes. • Based on current income and expenditure predictions over the next 4-years the accumulated surplus is predicted to fall from £235k in 2017/18 to £94k in 2020/21. • The LA predict that numbers wont increase in the future, however this is not 	

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	<p>reflected in this year's intake and the amount of housing development.</p> <ul style="list-style-type: none"> • There is a need to reflect on this as to how we might cater for increased numbers. • Plans for the security fencing were tabled and the scheme was welcomed as good for the school as a whole. • The main issue around growth is achieving a Sports Hall. A further bid is to go in this year and would allow reorganisation of the school for an 8 class admission. <p>Q. Do we need to start a new strategy? A. Yes, there was a meeting today with the Property Strategy team with the aim of having an 8 form entry by 2019. This would also impact on playground space.</p> <p>ACTION: The Strategy Team is to come back with proposals in the Autumn 2018 and share with the LGB.</p>	<p>Strategy Team</p>
<p><u>2599. FINANCIAL MANAGEMENT AND MONITORING</u></p>	<p>It was noted that the performance of the grounds and sports field mMaintenance contractor is not what it should be so new quotes are being sought to fill the current position.</p> <p>The Chair is to look at current employers of the two alternate quotes and check the contract specification.</p> <p>A decision will be made in a couple of weeks.</p> <p>Q. Has the existing contractor been challenged as regards their service? A. This does need following up and the concerns that have been arranged should be built into the contract. The performance needs checking against the specification.</p> <p>A related issue to this is that the Rugby Club have complained to the school about the maintenance.</p>	

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	The Charges and Lettings Policy has been reviewed and recommended for approval. RESOLVED: That the Charges and Lettings Policy be approved.	
2600. <u>SAFEGUARDING</u>	Dr Brown reported having met with the Safeguarding Lead, Mrs G Senior) and a short report is to be circulated.	Dr Brown/Mrs G Senior
2601. <u>HEALTH & SAFETY</u>	This is to be reported in the Head Teacher's Report, Minute 2602 refers.	
2602. <u>RISK REGISTER</u>	The Risk Register will be reviewed at the next LGB meeting when copies have been circulated to all Governors.	Governors
2603. <u>SATs RESULTS</u>	This Item has been covered under End of Year Data, Minute 2593 refers.	
2604. <u>HEAD TEACHER'S REPORT</u>	<p>The Head Teacher raised the following items:</p> <p>(i) <u>Staffing Update</u></p> <p>Governors had no questions.</p> <p>(ii) <u>Standards</u></p> <p>A full report was given.</p> <p>(iii) <u>Health & Safety</u></p> <p>The Accident Report highlights 60 play ground accidents which is down to the limited area of the playgrounds and the number of pupils. The school is investigating active measures to manage overcrowding in the playground and has increase levels of supervision and organised play during lunch breaks. However the on going increased allocation of pupils above the PAN by the Local Authority appeals process will exaserbate the issue.(iv) <u>Safeguarding</u></p>	

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	<p>Staff have been provided with all the Safeguarding policies which they have all signed up to.</p> <p>(v) <u>SEND</u> – Increases in EHCPs, 1 has left to go to Shelley and 6 more a coming in September.</p> <p>(vi) <u>Uniform Donations</u></p> <p>A letter to parents of Yr 8 to encourage the donation of uniform to school is to be sent out.</p> <p>(vii) <u>Summer Fayre</u></p> <p>The Summer Fayre is on Friday 20 July 2018 at 2pm and Yr7 are doing an enterprise event.</p> <p>(viii) <u>Parent Feedback</u></p> <p>Very positive feedback has been received from the Yr7 Parent Feedback.</p> <p>(ix) <u>Pupil Data</u></p> <p>It was noted that attendance was lower this year but still above the NA.</p> <p>Q. Is it possible to have a NA or LA comparison? A. Yes, when available and our attendance is above the NA.</p> <p>Persistent absence (PA) is below the 8% NA.</p> <p>(x) <u>Behaviour</u></p> <p>Exclusions – 1 more, a girl on a restricted time table.</p> <p>There have been a couple of racist or homophobic issues which have involved using inappropriate language but not in an aggressive or purposeful way.</p>	

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	<p>The one racial incident has all been dealt with in an appropriate manner with the parents support.</p> <p>(x) <u>Trust Board Vacancy</u></p> <p>It was noted that there is a vacancy for a Trustee to sit on the MAST Trust Board.</p> <p>(xi) <u>Community</u></p> <p>It was noted that there maybe some opposition from the Community as a result of the new security fence.</p> <p>The Chair thanked the Head Teacher for her report.</p>	
<p><u>2605. GOVERNOR TRAINING AND GOVERNOR VISITS</u></p>	<p>Dr Brown has been into school to visit Mrs Senior as part of her University SENCo training in order to get a module signed off.</p> <p>Dr Brown has also been to Xscape as part of the Rewards Day to for Yr7 which was very good.</p> <p>The Chair has been on a Cinema Trip and also YSP with a mixed age group and all were excellent and well behaved.</p> <p>Mr Inch attended the Summer Performance and the Yr8 Awards Ceremony at which the Chair was also present.</p> <p>Mrs Greenough has the Chair's notes from the English visit and the Humanities report is awaited.</p> <p>The MAST training event and conference was well attended and there has been some very positive feedback.</p>	

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<u>2606. LGB PERFORMANCE EVALUATION</u>	The Chair reported that the LGB Performance Evaluation had been updated and RAGed.	
<u>2607. FEEDBACK ON REVIEW SESSION</u>	There was nothing to report on this item in this meeting but Governors are reminded to review their actions ahead of the September meeting.	
<u>2608. TEACHING & LEARNING POLICY</u>	<p>The Teaching & Learning Policy had been circulated by the Head Teacher with the Head Teacher's Report.</p> <p>The policy was considered good but any further questions are to be emailed to the Head Teacher.</p> <p>RESOLVED: That the Teaching & Learning Policy be approved.</p>	
<u>2609. ANY OTHER BUSINESS</u>	<p>Having been to the Yr8 Awards Ceremony which involved awarding 2 awards per subject Mr Inch felt that there was room to include an award from the Governors for having done something of significance but non-curricular.</p> <p>Governors felt this was a very good idea rewarding positive behaviour and activity and helping to raises awareness of the LGB and demonstrating Governors interest in the pupils. .</p> <p>ACTION: The Chair asked Mr Inch to write a note on this, thinking about criteria, selection etc.</p> <p>ACTION: The Chair is to write a letter of thanks to all the staff as they have been brilliant this year.</p> <p>The Chair also thanked all the Governors for their support and time which was reciprocated by the Governors to the Chair.</p>	Mr Inch

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<u>2610. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS.</u>	RESOLVED: That the LGB Annual Planning Meeting be held at the school on: <ul style="list-style-type: none"> • Thursday, 20 September 2018 at 6.30pm 	
<u>2611. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY</u>	RESOLVED: That no part of the minutes be excluded from the copy to be made available at the School.	

The Chair closed the meeting at 9.30pm.