

BOARD OF GOVERNORS
Minutes of a Meeting of the
Teaching & Learning Committee

Held at the Academy on Thursday 19th May 2016 @ 4pm

Governors Present - Mrs Andrea Millar Committee Chair
 Mrs Joanna Young Academy Principal
 Miss Samantha Brennand Vice Principal
 Mrs Su Hawkes
 Mrs Diane Ridings
 Mrs Marie Speake
 Mr James Sweeney

Apologies -

In Attendance - Amanda Arnold Executive Officer/Clerk

Item		Action
1.	<p>Apologies & Items of Any Other Business</p> <p>All governors present.</p> <p>SAT's to be added to Part 5 after Data to Consider.</p>	
2.	<p>Approval of Committee Minutes for meeting of 25th February 2016</p> <p>Matters arising not on Agenda</p> <p>Point 3 (d) – To confirm that the CPD budget was increased to suit the needs of the training taking place</p>	
3.	<p>Sports Grant – Impact of the Investment</p> <p style="padding-left: 20px;">a. Verbal update by S Brennand</p> <p>SB explained that she had not prepared a formal update this time due to no further investments made since the last meeting. The gymnastics equipment that had been ordered has only just arrived, and so, no impact to report as yet.</p> <p>She reported that impact of the long jump pit would be reported in the Autumn term</p>	
4.	<p>School to School Support</p> <p style="padding-left: 20px;">a. JY reported that there had been funding available from Cheshire East as part</p>	

	<p>of Crewe Network and that this had been applied for for Talk Boost.</p> <p>She explained that 6 or 7 schools had had training in early intervention. Each school had 2 Teaching Assistant's and 2 Teacher's trained. It was described as intense training but great resources for school for the project.</p> <p>b. JY and SB reported that Leighton Academy is still continuing to offer a positive open door policy for other schools to come and see our good practice. JY explained that both herself and Tracy German were currently receiving lots of calls for advice regarding Academy Conversion</p>	
5.	<p>Data to Consider</p> <p>a. Foundation Stage Headlines</p> <p>A report had been distributed in advance of the meeting from EYFS leader, K Bishop. JY discussed that although it shows just 70% of children at ARE or higher, this is backed up by the low levels that a high number of our children enter reception at.</p> <p><i>A governor asked</i> if Tapestry is still only reception. SB reported that a new whole system is being looked into for the whole school to use, 'Earwig'. She explained that it would be great not only for home/school relationships, but also help the co-ordinator roles in school to look at evidence for their subjects as all work would be logged to a topic/subject and would then reportable from the program.</p> <p>The program had an added feature where parents can subscribe and then download the photographs to buy on top of the basic reporting to parents.</p> <p><i>A governor asked</i> will it help to engage the parents more. JY and SB were confident of this and explained that they would be able to see everything that is happening in school, means they can ask their child questions about what they've seen them do and see photos and videos.</p> <p><i>A governor asked</i> if parents be able to share the same way that Tapestry does. SB responded that no, it is only for school to share with home, not the other way round. They had asked the company if this was to be a feature but it had been explained that they had come across many reasons where this would not be suitable.</p> <p>At this point <i>a governor complimented</i> the use of Numicon in nursery. She explained that her own child is choosing to use them even in unstructured times and had a great understanding of number as a result.</p> <p>b. KS1 & KS2 Headlines</p> <p>Reports with detailed data had been circulated in advance of the meeting.</p> <p>JY explained that current data is for the end of spring. She also went on to explain that from the next academic year it had been decided that there would be just 3 assessments, one for the end of each term. She discussed that it could be perceived as assessing for the sake of data and that Leighton Academy want assessment to be for learning purposes rather than reporting. In future Autumn will be reported in Spring, Spring in Summer and Summer in Autumn.</p> <p>JY explained the report and that 2.6 points is expected at this point for outstanding progress. It was clear on the reports that that was achieved across the board. A governor questioned slightly lower progress data in year 5. JY was aware of this and assured governors it was due to the teachers being tough with their levelling rather</p>	

than a lack of progress. She reported that in these early stages of the new assessment regime there was no problem with progress as backed up by book scrutiny.

A governor asked about progress in Pupil Premium group. The reports were explained and show the following –

Subject	Pupil Premium	Non Pupil Premium
Writing	2.8	2.7
Reading	3.0	2.9
Vocab/SPAG	3.0	3.1
Maths	3.1	2.9

Governors commended these results

A governor asked about Gifted & Talented – SB & JY discussed that an updated register is required at the moment, but JY reported that the teaching and learning review had commended the differentiation and progress of the most able.

c. SATS

JY discussed with governors that there had been a new testing regime this year. She also explained that a KS1 SPAG Test had been leaked on line, leaving it to be a choice for schools whether or not to use it. A discussion took place regarding the delivery of the papers and mixed messages from the DFE regarding when the KS1 SAT's could be sat.

JY explained to governors that she had been very disappointed in the new regime and explained she had felt the YR6 reading paper was far removed from equality and modern day life. She informed governors that she had contacted her union as she was so disappointed.

JY explained to governors that in the past papers always had a variety of questions for all levels 3 – 5 but that this years paper was aimed at all higher ability children with very difficult vocabulary words. It was like a paper that used to be given just to the higher ability children. It was also explained that there was also not enough time for even the brightest pupils to complete the paper.

A discussion took place about some of the reports nationally where it was reported that the KS1 reading test – word level – had been more suited to a 10 year old and that the KS2 test had been more suited to a 14-15 year old.

SPAG Test – None of the spellings were on the year 6 spelling list. Words such as ferociously

JY and SB went on to explain that in Maths – Children that struggle with comprehension could do well with the arithmetic test.

There had been two 40 minute papers and that the 'reasoning paper' had very long questions and it took a lot of time for children to get to the final questions

JY explained that the Chair of Headteacher's association is receiving letters from Headteacher groups to forward on the relevant people as necessary.

She also that explained that the general opinion of headteachers was that there

	<p>should have been a trial year before introducing such tests.</p>	
<p>6.</p>	<p>Curriculum</p> <p>a. English Overview</p> <p>A report from the Literacy Co-ordinator, M Speake, had been circulated in advance of the meeting.</p> <p>MS explained that it presented an overview of the year showing actions and impact including CPD, Internal moderation, moderation with other schools, new assessment process.</p> <p>It was discussed that a focus is raising the profile of reading for pleasure and that the academy had been accepted on the Talk for Writing project. It is hoped that this will support the children that struggle to excel in writing</p> <p><i>Governors thanked MS for the report</i></p> <p>b. Maths Overview</p> <p>A very comprehensive report by the Numeracy Co-ordinator, G Emes, had been distributed in advance of the meeting. It detailed that a big push has been Numicon. JY explained that the academy and GE continued to look at the mastery of this and were continuing to roll it out more.</p> <p>The report informed that in house training to raise attainment of ARE and above had taken place. JY explained that this was to help the children to access the harder questions as they progress through the school.</p> <p><i>Governors complimented the detail in the report and the easy to understand format. Wanted to thank GE for the report. A governor asked if GE could put dates in future as it was valuable information.</i></p> <p><i>A governor suggested that as good practice a timetable be prepared where subject leaders will be asked to provide reports for their subjects throughout the year. AM and AA to meet and plan a timetable for the following academic year.</i></p>	<p>AM/AA</p>
<p>7.</p>	<p>Academy Progress – to receive and note the following reports</p> <p>a. Update on entry numbers</p> <p>JY reported that 220 applications for 60 places had been received for September 2016 and that 118 were first place requests.</p> <p>Appeals are taking place taking place on 29th June – currently have 3 appeals. SB and AA are going to work alongside JY this year so that this role can be delegated next year</p> <p>b. Parent Questionnaire Analysis</p> <p>JY & SB reported on the recent Parent Questionnaire. It was confirmed that it had been very positive. All questions had more than 95% positive answers. There had been less responses this year than last year, but staff shortages on parents evening prevented a push this term</p> <p><i>A governor asked what the differences had been between this and last years. JY confirmed that last year there had been issues with behaviour in certain year groups</i></p>	

	<p>and problems with school lunches. This year very little issues were reported, although a comment was made about the quality of the meals. A governor asked how that can happen when parents don't eat them.</p> <p>c. Teaching and Learning Review</p> <p>A copy of the recent internal Teaching & Learning Review had been shared with governors in advance of the meeting. JY pointed out the headlines and discussed that it was fantastic for them to recognise the investment in opportunities for the children in the curriculum. Comments were made regarding pride in their work, displays and the quality cross-curricular work that took place around the school.</p> <p>The team had been impressed with governors & Leadership and Management.</p> <p>JY informed that they had questioned the flat staffing structure. But confirmed that this was a work in progress and that the leadership team would be looking at the roles being changed to include assistant head level in the future but were currently building up the middle leader skills and ensuring that these staff members were taking on the next bit of responsibility. JY and SB to make it clearer to the middle leaders as to what is expected from that middle tier.</p> <p>JY reported that she was pleased with the report, confirmed that teaching was the main focus and that two year groups were highlighted where there are big differences between teachers in the same year groups. She confirmed that work is in progress to improve this and was able to report on this.</p> <p>Governors were pleased with the report.</p>	
<p>8.</p>	<p>Self Evaluation & Action Plan Update</p> <p>Governors discussed that since the T&L Review they were happy to go back and regrade as the academy has been graded on the review. JY had graded as 2 across the board except Foundation Stage, but is now happy to go in and change them to the same as the report to show 1/2 I&M, 1/ 2 outcomes, 2 teaching, 1 behaviour etc, 1 foundation stage and 1/2 overall.</p> <p><i>All agreed</i> that this action should take place.</p> <p>JY confirmed that a letter had been sent home to parents informing of the T&L review and its outcomes. AA to forward a copy of this to governors.</p> <p>JY informed that work was taking place to increase the teachers that need support to reach '1'</p> <p>Action to update the SES summary.</p> <p>Bluewave Swift</p> <p>A discussion took place to ensure that all governors knew how to access this software and view the Self Evaluation detail. J Sweeney wanted to be shown how to use it. Full access details were informed and he will ask A Sweeney to show him around it and how to see the detail.</p>	<p>AA</p> <p>JY</p>
<p>9.</p>	<p>Directors Report – For Consideration</p> <p>Contents:</p> <ol style="list-style-type: none"> Governance and Liaison update 	

	<ol style="list-style-type: none"> 2. Education White Paper 3. Statutory Guidance about making organisational changes to Local Authority (LA) Maintained Schools . 4. New Schools’ Causing Concern Statutory Guidance . 5. Reducing Teacher Workload : Published Reports 6. Changing Headteacher/Leadership Pay Ranges and Additional Payments 7. Education Welfare Service and Academy Charges 8. Part-time School Timetable Guidance and Children Missing Education 9. Penalty Notices for Leave of Absence 10. Summary of Audit Findings 11. SEN and Disability 12. Workshop Raising Awareness of PREVENT (WRAP) 13. Extremism and Radicalisation 14. NEW - Bullying Documentation 15. Skills and Growth Company – an Alternative Service Delivery Vehicle (ASDV) 16. Virtual School update <p>JY reported that much of this terms Director’s Report was not relevant to Academies this time. AA already reports on the training that governors take part in.</p> <p>28 June SEND Conference at Tatton Park – requested that Diane Ridings attend Head and a governor. AA to investigate if a SENCO can go in JY place.</p> <p>Point 5 JY informed that Reducing Teachers Workload was planned to be a focus in September INSET to include getting feedback from the teachers. T&L review had shown a need for consistency across the school from one subject to the next. Going to focus on strategies and the marking policy. Make learning real and unforgettable was <i>reminded by a governor</i>. JY discussed her plans to involve the children in the planning process.</p>	AA to book
10.	Policies for Review No policies for review this term on Teaching & Learning	
11.	SEN Provision A report was circulated in advance of the meeting. It detailed that 23 Pupils are on the SEN register – 1 statement not yet moved to Education Health Care Plan and 3 on Education Health Care Plans. JY noted that it had taken a year to get one EHCP when it should only take 20 weeks. <i>A governor asked why</i> . It was explained that it was due to issues with SEN at Cheshire East. JY also reported that N Jones had attended 123 Magic training. She explained that it was an expensive resource but that it was to assist with a parenting programme for parents that require help and that it was something that was needed in school. <i>A governor requested</i> a more detailed programme of SEN register – i.e. year group numbers etc	VR/LS/NJ

<p>12.</p>	<p>Parent Forum</p> <p>Minutes of the last meeting on 22nd April were circulated in advance of the meeting. They confirmed that just 4 parents – 2 of which were parent governors – attended the meeting.</p> <p>Comments included - Too many activities at once – It had been explained that this had related to National days that the academy have no control over the dates of, i.e. world book day / sport relief</p> <p>A request had been made for a Gymnastics kit – a few options were discussed – SB to discuss with J Holland maybe cycling shorts</p> <p>JY asked parent governors to get the word out re PTA to try and get some more people on board.</p> <p>AM to prepare a letter to give more information. A slip on the function letters was suggested to send back if can help</p> <p>A slip on the letter to make a database with a slip indicating I can never, I can sometimes, I can always hep – AM to action</p> <p>Agree date for the next meeting</p> <p>Parent Forum meeting to be set for the autumn term later in the term.</p>	<p>SB</p> <p>AM</p>
<p>13.</p>	<p>Any Other Business</p>	
<p>14.</p>	<p>Date of Next Meeting</p> <p>Autumn Term - Thursday 13th October 2016 @ 4pm</p> <p>D Riding cannot attend the next meeting and passed her apologies in advance</p>	

Signed - _____ Date - _____

Print Name - _____