



Teaching and Learning Minutes Thursday, October 13, 2016

▶ Leighton Academy ▶ Thursday, October 13, 2016 ▶ 6.00pm ▶ Chair: Andrea Millar ▶ Clerk: Amanda Arnold ▶ Minutes confirmed by: Amanda Arnold

Please note, an additional email with the attachments for the subject reports will be sent.

Governors Attending: >Joanna Young, Sam Brennand, Andrea Millar, Su Hawkes,

Governors Apologies: >Diane Ridings,

Non Governors Attending:

Non Governors Apologies:

AGENDA ITEM ▶ Apologies & Items of Any Other Business

Apologies were received in advance of the meeting from Diane Ridings.

MINUTE

SB requested that Uniform Provider be added to the meeting agenda

AGENDA ITEM ▶ Approval of Committee Minutes for meeting of 19th May 2016

MINUTE

There were no matters arising and the minutes of the last meeting were *agreed* by governors

AGENDA ITEM ▶ Data to Consider

Reports for the following areas were distributed to governors in advance of the meeting -

Foundation Stage (including Nursery)

JY reported that having the two year olds in the nursery has made a significant impact to their learning. It was discussed that 6 of the 8 two year olds are siblings. A *governor asked* if they could be compared to the siblings. JY and SB will look into this.

Governors noted that it was an increase of 3% on the percentage of children getting a 'good' level of attainment. A *governor asked* what 69% reflected. JY informed that this was the average.

KS1 & KS2 Data and Analysis

A governor stated that pupil premium children were significantly lower for KS1 and asked if it was the same child.

JY discussed that this isn't different to previous years however it is a focus for the school.

One pupil premium child exceeding in maths and also one EAL child

MINUTE

Combined Data for information

JY explained the document and that the combined data is where the local authority have RAG rated. She explained that she was not sure why the academy were RAG rated as Amber for phonics as the score was 80% and national was 81%

It was discussed that the academy was higher than Crewe overall other than KS1 writing. JY explained that this does not mean a significant dip in standards at KS1, and that if we benchmarked them to last year it would be similar. It was discussed that the issue is due to the government changes to get the expected standard and that this has made it more complex for the children to class as 'passed'. It was explained to governors that KS2 writing was not rated due to the issues raised by schools. A discussion took place about the different expectations being marked in schools and that writing has been a contentious issue this year as the documents sent out over the summer show.

Reading, writing, maths (RWM) was amber, 56%. JY discussed that this is normally in the 90's. SB & JY reported that the academy are making changes to how writing and reading are being taught across the school and that there is now a word of the week to help with this. It was also discussed that the Writing Project will support this.

Governors thanked staff for the reports and the detail in the reports shared.

CHALLENGE

A governor asked if they could be compared to the siblings.
A governor asked what 69% reflected. JY informed that this was the average.

AGENDA ITEM ▶ Curriculum

MINUTE

Reports were circulated in advance of the meeting for the following subjects -

Literacy	Numeracy
Art	German / EAL
Performing Arts	Religious Education
Science	

Governors commented that the reports were very clear and useful for them to see how the curriculum was being taught across the school and where the impact was.

A report on PE was circulated in advance of the meeting including details on how the sports funding was being used.

SB reported that the main change was the new apprentice. She explained that by 2018 every school must have an apprentice of some form. Leighton have done this in collaboration with Sportscape. SB explained that Leighton had been involved with recruitment and that the timetable had been split down the middle. The apprentice will be working 17.5 hours per week with Leighton Academy.

A **governor asked** how he had settled into the team. SB reported that he had a lovely manner with the children.

Governors thanked SB for the report.

Talk for Writing

JY reported that Talk for Writing was the school development plan objective. The cost was reported as £12,500 over two years, which is to include two inset days. JY informed that more information would follow when the project starts in March.

An example of Slow Write was shared with the governors, including details about the success criteria. JY informed that teachers have said it has improved marking and that the challenge of workload has been addressed through feedback from the success criteria.

A **governor asked** if it is only teachers that mark or do the children do peer assessment. SB reported that Peer assessment is used in school and it works very well. **Governors praised** the system and how it supports both teachers and children. A governor commented that they like how it can help with confidence.

Commando Joe

A verbal update was given regarding the Commando Joe programme. It was explained that it was a character building programme that helped with resilience, respect and teamwork. Cross curricular links are all included in the planning and some famous explorers are involved including Tim Peak. L Sayer and Z Dyer are to be the lead staff in school.

JY explained that we were the lead school and as one of the first schools to take part the project was sponsored by the DfE.

Earwig

A verbal update was given on this new programme being used by the whole school. SB explained that it is a new company and that the system is replacing the learning journey that has been used in only Nursery and Reception classes. It was explained that it would be rolled out this term and that it includes an assessment package and so will be used for writing assessment too. A discussion took place about being able to use for subject co-ordinators, year groups, and classes and how it contains evidence of work happening in school for assessment. SB reported that it has been trialled with Nursery and Reception and will now be rolled out to the rest of the school from parents evening this month.

A **governor asked** how the topic books were going. JY reported that they are working really well. A governor praised the children involvement for them

CHALLENGE A governor asked if it is only teachers that mark or do the children do peer assessment
A governor asked how the topic books were going

AGENDA ITEM ► Academy Progress - to receive and note the following information

CPD Update

SB reported that the academy continue to support people through their leadership courses, the NPQSL, NPQML. Four staff members started last year and are due for submitting this year. Two for NPQML and Two for NPQSL and also SB for NPQH.

Governor Involvement

MINUTE A year 6 3 day residential had been attended by A Millar. There was also attendance by governors at all Learning Walks and Book Scrutinys so far.

Entry Numbers

JY reported that not all new starters were on roll before census where leavers had been taken off of roll. Currently on roll are - 476 in main school. 2 places in year 6 and two places in year 2

JY reported that there were 62 first place requests for Reception 2018 to date and the deadline is not until 15th January.

AGENDA ITEM ► SEN Provision

A report from the SEN team was circulated in advance of the meeting.

MINUTE Governors praised the report. A **governor asked** if there was any feedback from N Jones from Magic 123 behaviour programme. JY reported that not all parents are taking it on at this stage, families whose children have a CAF are expected to take part in the programme

JY discussed how well the SEN team are working together and how close they work together and support the children, families and staff.

CHALLENGE A governor asked if there was any feedback from N Jones from Magic 123 behaviour programme

AGENDA ITEM ► Pupil Premium

MINUTE A report on Pupil Premium was circulated in advance of the meeting.

A **governor requested** that the Pupil Premium governor arrange a meeting with the team to look into in more detail.

Governors thanked the SEN team for the report.

ACTION PP Governor to arrange a meeting with the SEN team to discuss PP in more detail

CHALLENGE **A governor requested that the Pupil Premium governor arrange a meeting with the team to look into in more detail**

AGENDA ITEM ▶ Directors Report

MINUTE Governors to be updated at Full Governors.

AGENDA ITEM ▶ Policies for Review

The following policies were circulated in advance of the meeting -

MINUTE Appraisal Policy - with no changes

Curriculum Statement 2016 - 2017 - updated and now includes the Earwig details

Policies were **agreed by governors**

DECISION Policies were agreed by governors

AGENDA ITEM ▶ Self Evaluation & Action Plan

A report from the Local Authority on **Attendance** was circulated in advance of the meeting

This RAG rated the academy as Green. JY reported that the academy are using their own Education Welfare Company and that they have been used once to date. There has been an impact of and improved the pupils attendance.

JY informed governors of the work happening in school surrounding attendance to improve attendance. CPOMS was discussed as a valuable asset in school for sharing information about children. It was reported that it tracks all issues, from behaviour, attendance, family concerns etc. and that this supported the work with attendance improvement.

MINUTE **School Improvement Offer Letter** - circulated in advance of the meeting

Governors received and acknowledged

Governors confirmed receipt of the Self Evaluation document and it was agreed that this would be discussed further at the next strategic meeting to take place later in the Autumn term.

It was confirmed that the SIP will be in school on 1st November and this was to include the Principals Performance Management. It was agreed that H Morris (Chair of Governors), A Millar and D Ridings would attend the performance management.

AGENDA ITEM ▶ School Development Plan

MINUTE It was confirmed that School Development Plan was the agenda for the Strategic Meeting. Governors were reminded that Bluewave Swift is available at all times to governors and where to find the link and password details on the-governor.

AGENDA ITEM ▶ Parent Forum

MINUTE Governors discussed the low number of parents that attend the Parent Forum meetings. A governor suggested that it is mentioned at Parents Evenings to parents and also that an evening forum is considered for the next meeting.

Dates to be received by A Millar in due course.

ACTION Dates to be received by A Millar in due course.

AGENDA ITEM ▶ School to School Support

MINUTE SB reported that the academy has been working with Upton Primary School. It was discussed that the first appointment had been free. However since informing them that we would be charging for expenses for any additional visits no further contact had been received from them. SB reported that the academy had given a number of resources for free but that it had cost the academy £100 including travelling expenses which is why the decision to re-charge expenses had been taken.

AGENDA ITEM ▶ Any Other Business

Change of Uniform provider

SB reported that the decision has now been made to change uniform supplier. She reported that although it was a different company the quality and brand were the same although many items were cheaper with just a few more expensive. Including PE bag and T-shirt but a bundle was available for cheaper.

MINUTE SB reported that the smaller size Jumpers were £1.25 more, however ties were £1.25 cheaper.

The new supplier meant that stock was not kept in school and that parents can order online with free delivery to school or postage costs to home address.

Governors asked to be kept up to date with how this was received by parents.

ACTION Governors asked to be kept up to date with how this was received by parents.

AGENDA ITEM ▶ Date of Next Meeting

MINUTE Confirmed the next meeting as Thursday 16th February

T&L committee requested that the time for meetings for the remainder of the year was changed to 4pm.

AGENDA ITEM ▶ Part Two Minutes of the Last Meeting

MINUTE

Governor Agreed Actions set during this meeting: 0