



Leighton Local Advisory Board Minutes 13/06/2019

▶ Leighton Academy ▶ Thursday, June 13, 2019 ▶ 5pm ▶ Chair: Diane Ridings ▶ Clerk: Debbie Tomkinson

DRAFT: The minutes are currently unconfirmed.

Governors Attending: >Joanna Young, Su Hawkes, Samantha Thompson, James Sweeney, Nicola Kay,

Governors Apologies: >

Non Governors Attending: >

Non Governors Apologies: >

Agenda Item 1 ▶ Welcome and Apologies

MINUTE DR welcomed all to the meeting. There were no apologies.

Agenda Item 2 ▶ Declaration of Interests

MINUTE There were no declaration of interests that had not already been declared.

Agenda Item 3 ▶ Declaration of AOB

MINUTE There were no items of AOB.

Agenda Item 4 ▶ Minutes of the previous meeting

MINUTE The minutes of the previous meeting were accepted as a true and accurate record. All agreed.

DECISION The minutes of the previous meeting were accepted as a true and accurate record.

Agenda Item 5 ▶ School Improvement Partner report

Vanessa McDonald (VM) visited in April and her report was received as pre-reading. VM is a current Ofsted Inspector and has had training on the new Inspection Framework. She provides constructive feedback and the report confirmed what governors already know about the school. The school sets the agenda for her to review and if anything governors want her to look at JY is happy to take suggestions.

MINUTE DR also met the SIP and she fed back that she provided useful and constructive advice on the new Framework.

One of the actions in the report related to equality matters and the texts that the school has in relation to equality issues as she suggested this may be an area that Ofsted will look at. There was a discussion about the LGBT work that the school does and Leighton Pride Day. JY has discussed this at the challenge Board meeting and the MAT will be reviewing reading materials in the schools.

Agenda Item 5 ▶ Matters Arising

DR to review Inspiring Governance for new governors. Discussed under Item 7. COMPLETE

MINUTE MAT training event for LAB members was cancelled and there is nothing else planned. DR trying to get a meeting with all LAB members. Staff do meet regularly for CPD reason but governors from across the schools do not meet and it was suggested that this would be beneficial.

Agenda Item 6 ▶ Headteacher's Report

MINUTE JY's report had a focus on standards and included the Challenge Board data she had provided to Directors.

JY noted that in Y1 45% of pupils are on track to be at the expected at end of Y1 which is lower than the number of children who achieved a Good Level of Development in Reception. JY's view was there is a big difference in what the children have to do to be at the expected level in Y1. She also stated that teachers may be being cautious on assessment and will only say a child is will be at the expected level if they are sure they will be able to achieve this.

When children entered Y1 the data showed 53% were predicted to achieve the expected level in reading. This is now 60% which shows good progress but against the GLD it doesn't look as good.

In Y2 60% of children are expected to achieve the levels in reading. This is a reduction from 67% and it has dropped based on Y2 SATS results. A lot of children didn't achieve in the tests. One class performed lower than another - maternity leave.

A governor noted the increase in the number of pupil premium children in Y3. This is because parents don't apply for free school meals in KS1 as all children get free meals in KS1.

A dip in boys writing has been identified in Y5. Previously, 47% were expected and this is now 34%. This related to six children and when their books were reviewed, it appears that the assessment may have been too cautious. JY was confident that the data would increase by the end of the year.

There has been an increase in the number of children with additional needs. There will be 10 children with 10 EHCPs in September and that will have an effect on the baseline.

Moderation has taken place at KS1 and that was a positive experience.

Powermaths will be rolled out across the school from Reception. All staff completed training on an Inset day and writing strategies are continuing to be embedded. One celebration is the pupil premium writing data which shows that in Y6 81% at expected level in comparison with 77% non-pupil premium children.

Attendance is 96.5% which is above national.

Persistent absenteeism is 4.9% which is a significant reduction from the previous year which was 9%.

Q: A governor asked about fixed-term exclusions (FTE).

A: These have resulted from children being physical and a member of staff got hurt and so there had to be a FTE. This is not something the schools does very often.

All staff have completed basic safeguarding awareness training. Six staff have completed level two and six staff have completed level three and this shows how seriously the school takes its safeguarding obligations.

There have been no complaints informal or formal.

Agenda Item 7 ► Governor Membership

The Terms of Office of MS, JS and NK are due to expire in November. They both indicated that they are prepared to stand as parent governors again.

The vacancies will be advertised to parents and if any other parents express an interest in the role, all applications will be reviewed by Directors and will take into account individual's skills.

MINUTE

MS advised that she would like to continue in her role of staff governor. An email will be sent to all staff and if there are any other members of staff who are interested in the role a decision would be made as to who the staff governor should be.

Agenda Item 8 ► Safeguarding Update

Governors were provided with an overview of the safeguarding case load.

MINUTE

NK and ST to review the safeguarding audit and then report to governors

ACTION

NK and ST to update governors following a review of the safeguarding audit.

Agenda Item 9 ► Governor Training Report

NK has completed basic awareness safeguarding training and has also completed a governor specific course.

Governors took part in data training in September

DR and SH attended the re-writing the SEF session.

Governors were asked to consider if there were any areas that they would like the Trust to offer and suggested health and safety, finance and safeguarding training.

MINUTE

DR confirmed that she would review Cheshire East training courses.

It was noted that all governors need to complete Prevent training. This is available as an online course.

ST is to complete county lines training with staff. Governors are welcome to attend the training and ST to send details to governors.

There was a discussion about online training providers and references were made to the NGA Learning Link and Modern Governor. Clerk to send details to governors.

ACTION

DR to review training course offered by Cheshire East.
Governors to complete Prevent training.
Clerk to send details of online training packages to governors.

Agenda Item 10 ► Review of SDP/SEF

The SDP and SEF were provided as pre-reading.

In the SEF, the school has been graded as good across the board and it provides details as to why that judgment has been made. JY and ST are to work on re-writing the SEF for review in the Autumn term based on the KS2 results and new ofsted framework.

JY advised there is more information from individual co-ordinators on Perspective in relation to the SDP. The documents that were provided to governors evidence that the SDP has been reviewed. The focus of the SDP is on embedding Talk for Writing and Power Maths. Reading may need to be a priority for the next SDP.

The Y6 cohort found the SATS reading paper difficult. There has been a review of guided reading in Reception and KS1 as the reading recovery levels are very different to cohorts from 5+ years ago. The demographics of the cohort have changed and there may be a need to go back to the basics in Reception and Y1. A few years ago the mechanics of reading were in place in Y1 and work focused on comprehension but some children in Y2 are still learning the mechanics.

MINUTE

The main issue is the lack of reading at home and so as much reading as possible needs to take place during the school day. The vast majority of children do not read at home.

Q: How can the school prompt reading at home?

A: There are various activities to try and encourage reading at home such as Reading Eggs, a book swap, reading challenges. Engaging parents is the hardest thing to do and that will be a focus on the SDP.

Q: Can technology be used to encourage reading?

A: Targetted children will be able to use Reading Eggs.

Agenda Item 11 ► Governor Visit Reports

MINUTE

Health and Safety Visit - IB

IB reported that he had met with the Facilities Manager who is doing a fantastic job. Discussions took place on all aspects of the role and it was agreed that a termly visit would be beneficial.

Monitoring Visits - SH

SH completed monitoring visits for History and Science. The focus of the Science visits was the impact of the new assessment for Science and the consistency across the board. SH looked through books and it was clear how the children were progressing. She also noted the concept cartoons and commented on how she could see these would be successful.

There will be a new lead taking over History in September and SH noted how she wanted to take on new challenges and will be attending a leaders' course. This is evidence of the school's idea of empowering staff.

Safeguarding - NK

NK has visited the school for a safeguarding visit and she will also attend the school to complete the safeguarding audit.

German progress meeting - NK

NK has completed a German progress meeting and has spoken to exchange teachers.

JS - will visit the school for an assembly and Summerfest as will DR

DR has completed three monitoring visits. In line with the 'eyes on hands off' remit of the LAB these were observations. Children working at a lower level in writing were interviewed and many of the children thought their best writing was the piece where they had written the most. Their preference was on non-fiction texts. None of the children were identified as not making progress. When asked what helped them in the classroom they did not mention Talk for Writing and this is because it is so embedded within the school.

DR visited school for a reading visit with a focus on the lower ability and pupil premium children. For many of the children reading is not a priority for them. They also want to be able to pick books that their more able peers are reading which they can't access. There needs to be a focus in reception and Year One and the type of books the children read. Feedback has been given to teachers.

In her Maths visit, DR reported that Powermaths is clearly working and allows challenge and reflection. There are number of Y4 children working at greater depth who were able to express what they were doing and give their reasons. Y1 teachers said it helped when doing standardised tests. The School Improvement Partner has said there was a clear rationale behind the structure of the scheme. She shared some of the concerns of the school in that teachers should not just open a book on a particular page and start teaching. The programme is based on Singapore Maths and provides a totally different level of challenge to Numicon.

The cost of Power Maths is expensive and there has to be an impact. The schools has received match funding as the school is part of the mastery project research teaching group. Y4 have already found benefits of working with each other and this has an impact on their confidence and helps them to explain their answers.

DR came into review the SATS, she was able to see the papers get opened and there was an external moderator in attendance on one of the days. There were no concerns about the administration of the SATS. One young child had a melt down and was dealt with appropriately and after break was fine. Resilience is an issue with some of the children but staff are very supportive and encouraging.

Q: Is the school allowed to see the papers after the test?

A: No, they are taken away and re-sealed.

Q: Do the children have the opportunity to familiarise themselves with the environment?

A: Yes, there was one mock test that was staged as exactly as it would be during the real SATS including the same staff, in the same room and at the same time. It can be too much for the children if there are too many mock tests.

DR also observed two lessons as part of a job interview process.

Several governors were in attendance for the school Sports Day and the School Sports Ambassadors was recognised.

ACTION IB to complete a termly Health and Safety governor visit

Agenda Item 12 ▶ **Review of Governor Priorities**

It was agreed that governors would complete a Skills Audit to ensure that any gaps within the LAB be identified. Clerk to circulate the NGA Skills Audit to governors. ST and DR to collate the information.

MINUTE

ACTION Clerk to circulate the NGA Skills Audit to governors.
ST and DR to collate the information from the Skills Audit

Agenda Item 13 ▶ **Policy Review/Approval**

MINUTE All policies have been reviewed and so there were no policies to approve.

Agenda Item 14 ▶ **Communications to and from MAT**

DR attended the last Chairs Forum and fed back to the other schools about the SIP visit and some of the areas discussed at the Challenge Board.

One of the schools within the Trust held an open day for governors to visit and and drop in on any lesson. DR asked if this is something that governors would like to consider. It was agreed that this would be useful and it would be good for the children in the school to know who governors are.

MINUTE

DR is required to complete a termly Chair's report to the Directors and she requested that governors complete the Register of Visits whenever they are in school as this will aid her when writing her report.

Agenda Item 15 ▶ **Dates of Meetings for the Next Academic Year**

MINUTE The dates for the next academic year were agreed as:

Wednesday 16th October 2019

Thursday 21st November 2019

Thursday February 6th 2020

Wednesday 25th March 2020

Wednesday 20th May 2020

Wednesday 24th June 2020

Agenda Item 16 ▶ **Any Confidential Matters**

MINUTE Further discussions took place under the Part Two agenda

Agenda Item 17 ▶ **Date of Next Meeting**

MINUTE Thursday 11th July 2019 at 5pm

Governor Agreed Actions set during this meeting: 0

Local Advisory Board Summer 1 Part One *dated:* 13/06/2019
Minutes approved by Debbie Tomkinson