

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

**Held at the Academy on Monday 13<sup>th</sup> October 2014 @ 9.15am**

Governors Present - Mrs Nicola Heath      Committee Chair  
Mrs Joanna Young      Academy Principal  
Linda Horne  
Andrea Millar

Apologies - Miss Sam Brennand      Academy Vice Principal  
Di Davy

In Attendance - Amanda Arnold      Executive Officer

Item		Action
<b>1.</b>	<b>Apologies &amp; Items of Any Other Business</b>	
1.1	Absence of Samantha Brennand, on a course And Di Davy unable to attend	
1.2	No further items added	
<b>2.</b>	<b>Conflict of Interest</b> No Conflicts were declared	
<b>3.</b>	<p><b>Minutes of the Last Meeting</b></p> <p><b>Point 8</b> – Re iPads. To be covered in today’s agenda</p> <p><b>Point 9</b> – Amend Mrs Millar to Mrs Heath. Action Points covered in point 4.2 of the agenda.</p> <p><b>Point 15 – Item 3</b></p> <p>JY confirmed a safeguarding forum had started to meet, consisting of JY, VR (Senco), LS (Cared for Co-ordinator) and RD (Family Support Co-ordinator). Informed working well. Communication between all parties has increased and all have benefit from the information sharing on students and families.</p> <p>AM used this discussion on safeguarding to share that as part of her role as safeguarding governor, she has selected a child to follow/monitor to help her to understand the processes in school, what we actually do and how other parties are involved. AM has already met with RD and gained a great insight to the work Leighton Academy do with these children. JY requested that she provides a short</p>	

	<p>report for governors at the full governors meeting on 13<sup>th</sup> November.</p> <p><b>Point 15 – Item 4</b> – Remove ‘Safeguarding’ – not applicable to this point.</p> <p><b>Point 16</b> – <b>AM</b> reported that there had been no attendance at the last planned Parents Forum meeting. Discussed that alternative times had been trialled and that mornings seemed to be the favourite for parents to attend. AM to plan the next meeting to take place in the morning.</p>	<p><b>AM</b></p> <p><b>AM</b></p>
<p><b>4.</b></p>	<p><b>Data</b></p> <p>Governors were provided with the appropriate comprehensive documentation for all Key Stages. JY confirmed that Raise Online was not yet published for more detailed data but it would be available before the full governors meeting and NH agreed to come into school to review it in advance of the meeting. The majority our children leave Reception at age related expectations, KS1 above and KS2 significantly above age related expectations in some areas</p> <p>JY discussed that this was in line with national data.</p> <p><b>a. KS1/2</b></p> <p>JY reported that there was concern that intervention in KS1 had affected KS2 progress and that the level 3’s at the end of KS1 must be secured levels.</p> <p>Data shows a trend of boys achieving lower in writing at KS1. At KS2 L4+ in all areas is above the national, however, the focus for development is L4B+</p> <p>JY confirmed that there was an Action Plan &amp; resources in place to help improve SPAG &amp; reading results. SPAG test will also be introduced to KS1 from 2016.</p> <p>LH also reported that she had received some positive praise from Shavington High School and Sir William Stanier in that Leighton Academy pupils settle better at the start of Year 7 with routines and homework etc.</p> <p><b>b. Foundation Stage</b></p> <p>Data shows this to be significantly higher than last year.</p> <p>JY informed that improvements are required for year 1 to access the outdoor area and foundation stage, working with Nick Jones.</p> <p>NH pointed out the lack of Nursery Data. JY confirmed that this would be addressed. Both Reception and Nursery continue to use the eProfile package to track data clearly.</p> <p>Discussion about an extra member of staff two and a half days a week required in Foundation Stage to fulfil Planning Preparation &amp; Assessment (PPA) requirements and required provision.</p> <p>LH used this opportunity to ask how things had settled with the new teachers, JY confirmed very well.</p> <p><b>c. Governor Dashboard</b></p> <p>Governors had the detailed document. Shows significant progress through school. Governors happy with the clear traffic light system on the document. Discussion took place about the action to be focussed on writing in all year groups. JY reported</p>	<p><b>NH</b></p> <p><b>JY/NJ to meet</b></p> <p><b>JY</b></p>

	<p>that the data for SPAG will show next year (this is a new test). All governors happy with how clear the document is.</p> <p><b>d. Pupil Premium</b> Report distributed to governors. Confirmed how funding was used. JY confirmed that there are case studies on file for Pupil Premium children for Ofsted. Nothing of particular concern. No National Data was available to date. Shows slight improvements from last year and that the gap is closing between Pupil Premium and Non Pupil Premium.</p> <p><b>e. Action Planning</b> Focus on 4B+ for Reading, Maths and SPAG with a focus on Spelling for SPAG. Another extraordinary meeting to be planned with Literacy Action Planning as a focus for Full Governors with M Speake &amp; L Schofield. N Heath to discuss with the Chair of Governors when this will be.</p>	<p><b>JY/NH to review Pupil Premium RAISE Online data</b></p> <p><b>NH</b></p>
<p><b>5.</b></p>	<p><b>Self Evaluation</b></p> <p><b>a. School Improvement Partner</b> Report shared with Committee. JY shared that it shows the breadth of curriculum and how it aids our children. NH was present during the visit and verified the report as accurate, she also praised the curriculum and the passion in school. Discussion about how the Specialist teachers are aiding the teachers; they have more time for feedback, aiding progress further. No negative feedback from staff about the Specialist teacher support but lots of positive.</p> <p><b>b. Ofsted</b> No concerns about triggers for Ofsted from the Local Authority. Discussed that the SEF highlighted sections that need more work, this is a working document.</p> <p><b>c. Local Authority Audit</b> Report shared with committee. Very positive and confirms judgement of outstanding, with the request for more evidence of Outstanding descriptors – can be found in the SEF. Discussed the need for improvement in the Foundation Stage outside area. Discussed that the document backs up the SIP report. Following discussion, it was requested that Nursery have more opportunities for parents to see the children’s work, learning journeys and learning environment.</p>	
<p><b>6.</b></p>	<p><b>Curriculum</b></p> <p><b>a. iPads</b> JY discussed that these are working really well, now being used as a curriculum tool. The benefit will improve once the children’s iPads arrive (they are due any day), this will be reported at the next meeting. Reported that they are also helping with evidence of work and photos etc in the class environment.</p> <p><b>b. Curriculum Statement</b> Document shared with the committee. JY pointed out the focus on core subjects within the breadth of the curriculum. Document must go on Website (AA to action). Governors agreed document.</p> <p><b>c. Sports Funding</b></p>	<p><b>JY to further report next term</b></p> <p><b>AA</b></p>

	Action Plan document shared with committee. Happy with the detailed document. To be put on website (AA)	AA
7.	<p><b>Policies</b></p> <p><b>a. Marking Policy (Emailed to Governors in advance of meeting)</b></p> <p>JY confirmed that this was a key document working towards Ofsted. Also that herself and SB are working very closely scrutinising work in all years. Teachers are unaware of the children they may choose and they are comparing against the tracker. JY confirmed that close monitoring of marking will be ongoing with a view that teaching staff will be more focussed when marking. All agreed policy.</p> <p><b>b. Arts Policy (Emailed to Governors in advance of meeting)</b></p> <p>JY confirmed that the Artsmark Gold Award was due to start again which is why the policy has been re-visited. All agreed policy.</p>	
8.	<p><b>Directors Report</b></p> <p>Document shared. Comments from Directors Report discussed. It asks that full curriculum information is posted on the academy website. JY pointed out that the Local Authority report notes that this information is already on there and accessible. Foundation Stage documents need to be uploaded. AA to obtain from KB</p>	AA/KB
9.	<p><b>School to School – Update</b></p> <p>JY reported that our School to School partner has moved from ‘Needs Improvement’ to ‘Good’.</p> <p>SW is to start work with Shavington governors. She plans to attend one of their governor meetings and invite them to a Leighton to share good practice. The Local Authority may have other schools that need some support.</p>	SW
10.	<p><b>Any Other Business</b></p> <p>AM wanted to share that she had attended the Yr6 Robinwood trip. She felt it was a great opportunity to build relationships with staff, and it was great to see the children working together in a different environment. Behaviour was excellent and fun was had by all.</p>	
	<p><b>Date for Next Meeting</b></p> <p>Thursday 26<sup>th</sup> February 2015 @ 6pm</p>	

Signed - \_\_\_\_\_ Date - \_\_\_\_\_

Print Name - \_\_\_\_\_