

BOARD OF GOVERNORS

Minutes of a Meeting of the

Teaching & Learning Committee

Held at the Academy on Thursday 8th October 2015 @ 6.00pm

Governors Present - Mrs Joanna Young Academy Principal
 Miss Samantha Brennand Academy Vice Principal
 Miss Kitty Bishop
 Mrs Su Hawkes
 Mrs Diane Ridings

Apologies - Mrs Andrea Millar
 Mrs Linda Horne

In Attendance - Mrs Amanda Arnold Clerk to the Governors

Item		Action
1.	<p>Apologies & Items of Any Other Business</p> <p>a. Apologies received from A Millar and L Horne were accepted by the committee. K Bishop had informed the clerk she would be late due to a medical appointment. The clerk confirmed that the meeting was quorate as per the Terms of Reference and Articles. In the absence of the Committee Chair, it was agreed that Mrs Diane Ridings Chair the meeting.</p>	
2.	<p>Minutes of the Last Meeting (Matters arising not covered in the agenda)</p> <p>Point 6 - Bentley Project</p> <p>J Young (JY) gave a verbal update regarding the Bentley project. It was discussed that the motor vehicle is due to arrive in the next few weeks, and that the PTA had funded a shed for storage. JY confirmed that apprentices from Bentley will work with the children and that the project would be up and running in the Spring. Governors thanked the PTA for the assistance with funding.</p> <p>Spelling Programme</p> <p>JY confirmed that the teaching method trialled by the year 3 and 4 teachers had been very successful and had had great impact. They are now trialling the full programme with a view to rolling out to the whole school in the near future. JY thanked the staff for their efforts in sourcing new methods for spelling.</p> <p>Point 13 iPads</p>	

	<p>JY discussed that it had been decided that the funding would be spent on CPD for staff rather than hardware. This is to ensure that all staff will then be able to ensure that the equipment is used to the effect it should be in accordance with the Computing Curriculum. S Beeston is working closely with this and will roll it out into the whole school. S Hawkes (SH) discussed that she has already been in touch with SB to support and feedback to governors and is happy to be involved with the progress.</p> <p>Artis</p> <p>JY confirmed that this programme has started in school and that staff are working together to ensure that we are getting value for money.</p>	
<p>3.</p>	<p>Data to Consider</p> <p>Governors were provided with two reports including data for all key stages.</p> <p>a. Foundation Stage</p> <ul style="list-style-type: none"> • 83% of children working at expected level in core areas • 66% of children achieved a Good Level of Development – this is reflective of 9% increase since 2013 • 77% increase from those achieving ARE in core areas from on entry to on exit data • Pupil premium highest levels of progress (+85%) • Boys making 11% more progress compared to girls • At least 76% children working at or above expected level • More high achieving boys than girls • Pupil premium performing above whole cohort in expected level <p>As a result of the data a governor asked if there were more boys than girls last year. KB confirmed there was, and that due to the data there assessment action planning gin place to monitor girls achievement.</p> <p>A governor complimented the Foundation Stage on the lovely atmosphere in the all classrooms and outside area. She discussed that on her last visit to school she watched the classes both inside and outside and it great to watch them in action</p> <p>b. KS2</p> <p>JY discussed the pleasing results for 4b+ which was a significant increase on last years data in all areas. She also discussed that although there was a dip in level 5’s this year, the academy were still above the National Average.</p> <p>It was confirmed that the dip in year 1 phonics was as a result of the impact of EAL (English an Additional Language), and that writing in KS1 is a key focus due to the number of children starting in Foundation Stage with poor speech and language. It is hoped that there will be an improvement moving forward with the nursery now starting some children at 2 years old. JY confirmed that she was happy with all of the trackers and that the data was accurate.</p>	

<p>4.</p>	<p>Curriculum</p> <p>a. Website</p> <p>JY noted that school have been checking alongside the statutory requirements to ensure that the website complies. Shared with governors that the blogs section had started to be used as well as parent log ins. This is for Parents Evenings to be booked initially but with the potential to use the area further in the future.</p> <p>A governor felt that the website has potential but needed to be more interesting. The comments were taken on board and will be looked into. It was also discussed that the newsletter section felt empty due to the frequency of the newsletters. Governors requested a more frequent, shorter newsletter, perhaps directing parents to the website for further information where appropriate.</p> <p>6.40pm K Bishop arrived at meeting</p> <p>b. Numicon Investment</p> <p>JY reported that Numicon has been embraced by the teachers. All year groups are working with it really well. It was noted that the Numicon Development Day was planned for Tuesday 13th October, which was also a scheduled Learning Walk and a governor was due to attend.</p> <p>c. Sports Funding Report</p> <p>A detailed report was distributed to governors in advance of the meeting detailing expenditure and impact and also included future plans. SB informed that the Long Jump pit works had started and that it would be ready by the end of October. A governor asked if SB was happy with the increase in B & C teams, SB happy as it had opened up the number of children able to participate. A governor commented that it was easy to get a 'good' team but were pleased that the academy were getting more involvement from all abilities. SB reported that plans were to invest in gymnastic equipment next. Governors thanked SB for the detailed report.</p>	
<p>5.</p>	<p>Academy Progress – Verbal updates</p> <p>a. CPD Update</p> <p>JY confirmed that she had commenced the 'Inspection Skills' training course. She discussed that this involved working with another school, and they would undertake Teaching & Learning reviews in other schools. It is hoped that this will support with Self Evaluation and that JY will gain further skills in sustaining an Outstanding school.</p> <p>SB reported that there are currently 5 staff members taking part in the NPQML (National Professional Qualification for Middle Leaders) as well as two that have just finished this award, and 1 teacher completing the NPQSL (National Professional Qualification for Senior Leadership). It was discussed that it was great value for the academy developing the middle leadership.</p> <p>b. Governor Involvement</p> <p>JY noted that there have been governors attending all planned Book Scrutiny and Learning Walks that have taken place this half term, with governors also planned to attend the upcoming dates next week. H Morris, D Ridings and S</p>	

	<p>Hawkes from the T&L Committee have attended, along with D Davy planned to attend next week. Governors have found these to be valuable to them and allowed them to see both exemplary work and also where there are areas for development. Governors were also pleased that issues that had been raised had been taken up by the leadership team and comments forwarded to staff. JY commented that it was also great value for staff and leadership having the governors involvement.</p> <p>A Millar attended in the Summer term for Safeguarding update. A report will be requested for full governors meeting. AM also attended the recent year 6 residential visit to Robinwood. Report to follow.</p> <p>c. Entry Numbers</p> <p>JY reported that the closing date for next years intake is January 2016 and to date we have 62 first place application requests. She was pleased to report that Leighton Academy was reported in the press to be the 2nd most popular school in Cheshire (a Chester school was ranked 1st) with 31 applications per place.</p>	AM
6.	<p>Directors report</p> <p>The following matters in the Directors Report were for discussion at the Teaching & Learning Committee –</p> <p>Item 8 – The importance of Religious Education</p> <p>JY confirmed that there was a new co-ordinator for Religious Education, A Sweeney, and that D Davy was the governor link to the subject. It was discussed the academy is following the Cheshire East Scheme of Work in line with SACRE (Standard Advisory Council on Religious Education) and that A Arnold was to arrange a meeting for the governor link to visit the co-ordinator later in the term</p> <p>Item 13 – Responsibility of schools for Learning Outside the Classroom</p> <p>JY informed governors that trip leaders are trained on the Cheshire East EVOLVE system. She explained that this is the on line Risk Assessment used for all trips and that Cheshire East check all Risk Assessments. It was also confirmed that the Learning Outside the Classroom Policy was also up to date.</p>	
7.	<p>Policies for Review</p> <p>All policies for review had been circulated to governors in advance of the meeting.</p> <p>Behaviour policy</p> <p>JY informed that this had been written in consultation with all staff, governors and is now due to go to the Parent Forum on 16th October. It was explained that it was now more structured in regards to consequences and also visual with regards to rewards. Governors were shown an example of what was in the classrooms. JY & SB to check that staff are following the policy, including Midday Assistants and subject teachers. JY discussed that the academy is now cracking down with consequences and confirmed that this has resulted in a trip being withdrawn from students. She confirmed that parents had been supportive of their children losing privileges for poor behaviour. SB reported that this now also included a Code of Conduct for the school football team</p> <p>Curriculum Statement – 2015 – 2016</p>	

	<p>Governors Statement of Principles with regard to Behaviour (New)</p> <p>Modern Languages Policy (New)</p> <p>Governors agreed all policies</p>	
<p>8.</p>	<p>Self Evaluation</p> <p>a. School Improvement Partner</p> <p>A report from the Summer term was distributed to governors. Governors were pleased with the positive report</p> <p>b. Local Authority Reports</p> <p>Cheshire East reports for Attendance and School Improvement were circulated to governors.</p> <p>JY explained that the attendance report gave the academy a RAG rating of Green as the attendance figures are above national. She also explained to governors the new processes in place to monitor late arrivals to school and those with low attendance. She confirmed that it is a very vigorous system that will monitor attendance on a monthly basis and that R Dyer and A Arnold will be monitoring this with contact with home made for those with continuous lateness or poor attendance.</p> <p>JY explained we have received a letter from Cheshire East with a Universal offer of support as the academy is hitting targets and does not require any further intervention.</p> <p>c. Self Evaluation Report</p> <p>The Academy Self Evaluation Report had been distributed in advance of the meeting. JY informed governors that this would be looked at in more detail on the scheduled strategic training day on November, where governors would receive training, but explained to governors that it was now being developed using the new Bluewave system and links in closely with the Academy Development Plan. It was informed that it is a key document for governors and urged them to read it at home.</p> <p>JY & SB reported that they had questioned whether the academy was currently outstanding in behaviour due to the small increase in incidents, but felt that the grade '1' was backed up with how well the academy dealt with the incidents, using teachers and pastoral staff.</p> <p>A governor praised that the academy was questioning the outstanding grade and was pleased to hear the context behind it.</p> <p>JY reported that the teachers have been concerned about the new expectations in the curriculum, but also reported that all schools are faced with the same concerns, and thanked the teachers and pastoral team for their hard work.</p>	
<p>9.</p>	<p>School Development Plan</p> <p>The School Development Plan had been distributed in advance of the meeting.</p> <p>Again JY confirmed that the document ties in with the academy Self Evaluation. It was pointed out that it now contains the new Mission Statement and requested that governors read the document at home. JY welcomed any feedback and questions from governors after they have read in more detail.</p>	

	It was discussed that it is currently difficult to look at buildings and expansion because of the local building plans.	
10.	<p>SEN Provision</p> <p>A report from V Robertson, Inclusion Manager, was distributed to governors together with the SEN Local Offer.</p> <p>A governor complimented the detailed Local Offer. Governors agreed the document and changes.</p> <p>Governors thanked VR for the SEN update and are interested to see how the new SEN Team evolves. It was requested that from next term each of the KS SENCo's provide reports for their area.</p>	LS/NJ
11.	<p>Pupil Premium</p> <p>Pupil Premium documents were distributed to governors in advance of the meeting.</p> <p>Pupil Premium Review & Action Plan</p> <p>This document was distributed to governors. JY informed that this was a new document with much more detail including questions and answers. It was confirmed that this was to be a working document that would be constantly updated and amended. Governors complimented the report and felt it was very clear and beneficial to them.</p> <p>Impact & Expenditure</p> <p>JY reported that other schools had complimented the academy's tracking system. The report included data which shows that PP children made more progress in all areas other than Maths, JY reported that it is hoped that Numicon will support this to improve. A governor asked what the 'Dog Therapy' was. SB explained how it was used in school for vulnerable children.</p>	
12.	<p>Parent Forum</p> <p>It was confirmed that the next meeting was due to take place on Friday 16th October at 9am. JY notified that this had been included in the paperwork for Parent Governor Election and prospective candidates had been encouraged to attend.</p>	
13.	<p>School to School Support</p> <p>JY discussed that her current course works with the school to school programme, and also that she attends the Crewe Heads network meetings regularly. She informed that they are currently planning a Crewe Literacy Festival for the Spring Term. It is hoped that this will be picked up with other the new middle leadership team later in the year.</p>	
14.	<p>Any Other Business</p> <p>There were no items of other business notified.</p>	
15.	<p>Date for Next Meeting</p> <p>Thursday 25th February was confirmed for the next meeting. All member of the committee confirmed that a proposed start time be 4pm for future meetings. This will be discussed with the two absent members and confirmed to the committee at full governors.</p>	

Signed - _____ Date - _____

Print Name - _____