



## Education and Standards Committee Minutes 12/02/2020

▶ Boldmere Training Room ▶ Wednesday, February 12, 2020 ▶ 13.00 ▶ Chair: Nicola Arkinstall ▶ Clerk: Emma Myers

**FINAL: The minutes are confirmed and locked.**

### Governor Core Values:

- setting the strategic direction
- holding the headteacher to account for the educational performance of the school
- ensuring financial health, probity and value for money.

Governors Attending: >Nicola Arkinstall, Greg Bloom, Carl Glasgow, Samantha Kenny, Jeremy Merckel

Governors Apologies: >Christina Engers, Ema Jackson, Suman McCartney, Nicola Silverwood

Non Governors Attending: >Emma Myers, Tina Taylor

Non Governors Apologies: >Holly Birkett

### Agenda Item 1 ▶ Welcome and Apologies

The meeting commenced at 1.00pm.

#### MINUTE

The Chair welcomed everyone to the meeting. Apologies were received and accepted from Christina Engers, Ema Jackson, Suman McCartney and Nicola Silverwood. It was noted that Holly Birkett was not in attendance and that apologies had not been received.

#### DECISION

Apologies accepted from CE, EJ, SM and NS.

### Agenda Item 2 ▶ Declaration of Interests

#### MINUTE

There were no direct, indirect or pecuniary interests declared in the business to be discussed.

### Agenda Item 3 ▶ Urgent additional items

#### MINUTE

The following urgent additional item was added to the agenda:

- Safeguarding S175 audit (item 13 - Any other business)

### Agenda Item 4 ▶ Approval of the minutes of the previous meeting and matters arising

The minutes of the previous meeting held on 26 November 2019, having been circulated in advance of the meeting, were agreed as accurate.

#### Matters arising

Item 5 - The EHT advised that the new attendance report would be introduced at the next committee meeting.

#### MINUTE

Item 5 - The EHT advised that peer-to-peer reviews had not taken place but that curriculum planning had been done with staff and moderation would be taking place during the summer term.

Item 5 - The EHT advised that the parent questionnaire had been given to parents during consultation evenings. Governors were informed that this had proven to be an effective way of completing the questionnaire and had increased the response rate.

Item 7 - The EHT explained that data would not feature in the newsletter as it had been published on the schools website but that content would be added by governors in respect of quality of teaching, content of curriculum and the outcome of the most recent governor visit.

#### DECISION

Minutes of the Education and Standards Committee meeting of 26 November 2019 be taken as read, confirmed and signed as a true record.

### Agenda Item 5 ▶ Chair's business, actions and correspondence

#### MINUTE

The Chair confirmed that there had been no business, actions or correspondence to report.

### Agenda Item 6 ▶ Curriculum update

#### MINUTE

The Chair provided an update from the governor visit that had taken place on 12 February 2020. Governors confirmed that presentations had been received related to music and science with a focus on curriculum intent, implementation and impact. Governors reported that lesson visits had taken place and a meeting had been held with Pupil Voice.

Governors highlighted the need for teachers to be more explicit in relation to skills being taught as a discussion point for further consideration but stated that it had overall been a very enjoyable and positive morning, with the strength of subject leaders being evident throughout.

A governor highlighted that it would have been useful to have access to data on where pupils were working in relation to age expected standard and it was agreed that this would be included in presentations during the next governor visit.

Governors thanked leaders and staff for their time and effort, noting that governor attendance had been lower than expected and agreeing to raise this at the next FGB meeting.

A governor asked the EHT how he felt staff had performed. The EHT responded that staff had demonstrated confidence but acknowledged that governors would have benefitted from the inclusion of data in presentations and highlighted the need for teachers to develop additional knowledge in relation to being more explicit about skills being taught. The EHT went on to say that planning matched progression maps but that there needed to be a greater focus on impact.

#### BIB Update

The EHT advised that fortnightly meetings were taking place with the BIB team and that SK was working closely with EYFS. Governors were informed that the EYFS class would be full after half term and that additional top-up funding would be made available to allow the appointment of a teaching assistant on a fixed term contract for twelve months.

The EHT reported that gaps in provision had been identified in relation to EHCP needs but that this was being addressed through the purchasing of external services.

Governors were advised that bids had been made for funding to develop the outdoor area of the BIB to both the PTA and Sutton Coldfield

Municipal Charities.

The EHT reported that there were seven pupils in the KS1/KS2 class with one space available which had been offered and accepted. Governors were advised that the offer would attract 30 hours additional funding which would be utilised to appoint an additional teaching assistant.

Governors were informed that accessibility for BIB pupils to mainstream provision continued to be developed and that it had been identified that access to mainstream educational events needed to be planned in advance.

A governor queried whether the BIB provision was impacting on the mainstream provision to which SK responded that impact would continue to be monitored as pupil numbers increased.

In response to a governor question the EHT confirmed that there continued to be a benefit for mainstream pupils accessing additional support from the BIB, adding that cross-working was particularly beneficial for KS2 BIB pupils in supporting their transition to mainstream secondary education.

**ACTION** Data to be included in future governor visit presentations.  
Attendance at governor visits to be raised at next FGB meeting.

**CHALLENGE** **How did the EHT feel staff performed during the governor visit?**  
**Is the BIB provision impacting on mainstream provision?**  
**Does there continue to be a benefit for mainstream pupils accessing additional support from the BIB?**

**Agenda Item 7** ▶ **Review of pupil progress and outcomes (on track data and published data)**

**Juniors**

The EHT and SK presented copies of the Year 6 predicted data for SATS summer 2020 and 2019 national data. Governors were reminded that the current cohort were the first not requiring conversion from previous scores. The EHT advised that predictions were prudent but that it was expected that the school would be above national in all areas. The EHT highlighted a slight concern in relation to writing which was 9% lower than the previous year, explaining that this was being looked into further to understand the reasons why.

It was highlighted that there had been a significant increase for above expected in writing from a 3% target based on KS1 data to 27% prediction for Summer 2020.

Noting that predictions were prudent, a governor queried whether it would be beneficial to have an aspirational target to which the EHT responded to confirm that aspiration targets were in place on an individual basis.

Governors discussed the impact of interventions, noting the impact of staff absence.

**MINUTE**

**Infants**

The EHT and SK presented copies of the Infant and Nursery data drop 2020. Governors were advised that aspirational targets were in place for individuals and interventions were in place for pupils working just below expected.

Governors were informed that there had been a decrease in GLD in EYFS and that language understanding had been identified as a reason for this, with interventions having been put in place and delivered by a teaching assistant in line with the language link project.

It was highlighted that the 57 pupils at the appropriate level for phonics was based on current achievement, that it was predicted that less than ten pupils would fail to pass the phonics screening test and that the aspirational end of year target was 92%. Governors were advised that a knowledge booster for staff would be taking place as staffing changes had caused a dilution of phonics training.

Governors discussed the impact of staffing reductions on outcomes and the impact of the loss of experienced members of staff.

The EHT presented copies of a letter from BCC relating to GLD in Early Years. Governors commended the EHT on the achievements of the school and asked that their thanks be passed on to the EYFS team.

**CHALLENGE** **Should aspirational targets be in place?**

**Agenda Item 8** ▶ **Monitor School Development Plans and review progress**

**MINUTE** The EHT reported that both schools were on track to achieve the actions identified in the SDP.

**Agenda Item 9** ▶ **Review and update Self-Evaluation**

**MINUTE** The EHT advised that there had been no changes to the SEF since last presented. Governors were informed that the outcome of the recent skills audit, along with the governor action plan, would be incorporated into the SEF and that both the SEF and SDP would be reviewed and updated in the summer term.

**Agenda Item 10** ▶ **Review quality of teaching**

**MINUTE** The EHT reported that there were no concerns in relation to the quality of teaching. Governors were advised that deep dives were planned in maths and reading in KS1 and KS2 and that peer-to-peer observations would be taking place in Infants after half term.

**Agenda Item 11** ▶ **Review policies**

SK presented the following policies for approval:

- Anti-Bullying Policy
- Behaviour Policy
- EYFS Policy
- Admissions Policy

**MINUTE**

Governors were provided with an overview of the changes to policies.

It was agreed that the approval of the Allergies Policy would be deferred to the next FGB meeting.

**DECISION** Approval of the policies listed as presented.

**Agenda Item 12** ▶ **Clerking matters**

**Confirmation of confidential items**

**MINUTE** The Chair and EHT confirmed that no business discussed would be recorded confidentially.

**Items for information and LA items**

No items to receive.

**Agenda Item 13** ▶ **Any Other Business**

**MINUTE** **07/05/2020 Elections - Polling station update**

The EHT informed governors that the school would not close for polling. Governors discussed access arrangements to the school for pupils and

parents and to the training room for voters.

**Safeguarding S175 audit**

SK advised that the audit for Infants was almost complete and that the Juniors would be completed shortly and that both audits would be completed within timescale.

**Agenda Item 14 ► Date and Time of Next Meeting**

The date and time of the next Education and Standards committee meeting was confirmed as Wednesday 20 May 2020 at 4.00pm

**MINUTE**

With there being no further items of business, the Chair thanked everyone for their attendance and contributions and closed the meeting at 2.10pm.

**Governor Agreed Actions set during this meeting: 0**

Education and Standards Committee (Spring 2020) *dated:* 12/02/2020  
Minutes approved by Tina Taylor