

**THE GOVERNING BODY OF SCISSETT MIDDLE SCHOOL**

Minutes of the meeting of the Local Governing Body of Scissett Middle School held at 6.30pm at the School on Thursday, 27 June 2019.

PRESENT

Miss R Potter (Chair), Dr S Brown, Mrs N Greenough (Head Teacher), Mr M Inch, Mr J Terry, Mrs S Farmer, Mrs L Simpson.

In Attendance

Miss Heather Grange (Minute Clerk)

Mrs A Large (Head of School)

Minute	Action
<p><b>2706. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST</b></p> <p>Apologies for absence were received from Mrs W Kachmarski (consent), Mrs S Lord (consent) and Mr I Jackson (consent).</p> <p>There were no declarations of interest.</p>	
<p><b>2707 NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS</b></p> <p>There were no items of Any Other Business.</p>	
<p><b>2708. MINUTES OF THE MEETING HELD ON 4 APRIL 2019</b></p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 4 April 2019 are agreed and signed by the Chair as a true record.</p>	
<p><b>2709. MATTERS ARISING</b></p> <p>There were no matters arising.</p>	

2710.	<p><b>SAFEGUARDING</b></p> <p>Dr Brown circulated a document which gave an overview of safeguarding in school over the last academic year which clearly shows the advantages of having personnel within school to support vulnerable pupils without having to wait for external services. Governors agreed the investment in safeguarding personnel was worthwhile.</p> <p>Dr Brown advised that a meeting is arranged with the schools SEND Lead for the week beginning 8 July 2019.</p>	
2711.	<p><b>REPORTS FROM COMMITTEES</b></p> <p>An update of the last Resources Committee meeting was provided in the next agenda item (minute 2712 refers).</p>	
2712.	<p><b>FINANCIAL MANAGEMENT AND MONITORING</b></p> <p>The Chair of the Resources Committee provided an update from the last meeting as follows:</p> <ul style="list-style-type: none"> <li>• There is a projected in year surplus of £5,800. This has reduced from previous predictions due to fluctuations at the end of the year, particularly around staff absence and insurance. It still represents an improvement on the originally projected in year deficit.</li> <li>• The predicted in-year surplus next year is £8,200 and a surplus of approximately this level continues into the next academic year (20 - 21). The school is not predicting an in-year deficit until 2021 -2022</li> <li>• Future deficits are projected due to lower pupil numbers, if numbers remain steady or grow these predicted deficits will be lower or may result in in-year surpluses.</li> <li>• The new School Business Manager has made a good start and brings expertise in Health and Safety having been part of the H&amp;S executive board for the Trust.</li> </ul>	
2713.	<p><b>HEALTH AND SAFETY</b></p> <p>Two accidents that were reportable to the MAST were notified to the Resources Committee and both were staff accidents. One of the accidents has raised an issue about staff training which has been addressed and both staff members concerned have been well supported by the Business Manager and given offers of Private Health.</p>	

<p><b>2714.</b></p>	<p><b>POLICIES FOR REVIEW</b></p> <p><u>Online Safety Policy</u></p> <p>A governor suggested that passwords should never be shared and another governor disagreed stating that they felt in an educational context there may some instances where this is necessary.</p> <p><b>RESOLVED:</b> That the Online Safety Policy is approved subject to the amendment: ‘passwords should not be shared (only in exceptional circumstances) and pupils should never be given staff passwords under any circumstances’.</p>	
<p><b>2715.</b></p>	<p><b>THE NEW OFSTED FRAMEWORK AND THE MAST CONFERENCE</b></p> <p>(a) <u>New Ofsted Framework</u></p> <p>The Head Teacher went through the outline of the new Ofsted framework and there was a discussion around staff workload.</p> <p><b>Q. What has the school done to address well-being and workload for staff?</b></p> <p>The Chair advised that there had been discussions about the last staff survey results and most staff members reporting positive or very positive responses last survey they completed. However the survey did not specifically ask well being or work load questions. The Head Teacher advised that two areas of concern with regards to workload have been identified which are; heavy workload sections on the calendar and marking. The Head Teacher added that there have been lots of things done to address workload over the last 12-36 months and next year the SLT will be looking at feedback to get people more actively involved in lessons.</p> <p>(b) <u>MAST Conference Allocation</u></p> <p>Areas of responsibility were confirmed as follows:  Personal Development – Mrs S Farmer and Mr M Inch  Leadership – Dr S Brown  Quality of Education – Mrs S Lord and Mrs W Kachmarski  Behaviour and Attitudes – Mr I Jackson and Mrs L Simpson</p>	

	<p>The Chair of Governors issued a document from the KEY and noted that the school has done a lot of work in preparation for the new framework and was currently developing policies and undertaking training.</p>	
<p>2716.</p>	<p><b>GOVERNOR TRAINING AND GOVERNOR VISITS</b></p> <p>(a) <u>Governor Visits</u></p> <p>(i) <u>SATs</u></p> <p>Governors had attended during the SATs week; everything went smoothly and was rigorously compliant and there were sufficient staff to support pupils. The Head of School thanked governors for their support.</p> <p>(ii) <u>Art</u></p> <p>Mr Inch had visited to undertake an art link visit and met with the leader of Art; discussion was interesting and there is a real focus on art in school despite funding challenges of delivering art education at a cost allocation of £2.49 per child. The visit included discussion around artists pupils were learning about and artistic techniques. Engagement in the subject is really strong, the Arts Award has a lot of credibility as pupils can gain UCAS points with this. Not as many of this year's year 8 have taken up the Art Award as did last year but this has increased for the next academic year.</p> <p>Nationally, the amount of time spent on Music and Art has reduced but the school has always valued the Arts and has never reduced curriculum time - Art is a big part of the school. The Chair thanked Mr Inch for his report and the Art staff for their hard work.</p> <p>The Clerk and Mrs L Simpson arrived at this point in the meeting – there had been some confusion over the time of the meeting and the Head Teacher had taken the minutes of the meeting up to this point.</p> <p>(iii) <u>Technology</u></p> <p>The Chair reported that her technology meeting was very positive; it was interesting seeing how assessment was structured and reviewing the progress of pupil premium children - who are not consistently lagging behind and often excel their peers. Girls do better than boys generally in resistant materials and food and fabrics, SEND pupils struggle and occasionally may miss out on food and fabric and resistant materials because of other interventions they are participating in but there are no issues with accessing the curriculum.</p>	

The 'mixed material challenge' workbook and other resistant materials and food and fabric workbooks were tabled for governors to look at and the Chair explained this is a means to improve pace in working through the subject which had previously been identified as an issue.

(iv) Maths

The Chair circulated a report from her maths visit and noted the following; children make particularly good progress in years 7 and 8 after concentrating in catching up in year 6. Progress has been consistent in year 6 although there was a dip in one set of tests thought to be due to use of a paper with a higher pass mark. KS3 maths is taught very effectively in school and the Head of Maths is very rigorous in pupils' individual performance; notifying teachers as to where children should be and making teachers accountable for all their pupils as well as maintaining good communication with parents. A lot of effort is direct towards KS2 because some pupils arrive well behind their predicted grades .

**Q. Is this the GL on arrival which is 97.3?**

A. Yes there's also the SATS predictor which suggests they should be coming in at 107 but are actually scoring 93.6 However on leaving school the average GL score is 114.

Most first schools have been involved in a project to improve maths teaching, two of the schools who weren't are showing a marked falling behind in scores on arrival. Rates of progress are quicker for those that have been involved in the project because they can grasp concepts more quickly. These findings will be shared with pyramid heads and the MAST network meetings. Mrs Greenough explained how the project develops children's long term memory. Governors noted their thanks and in particular to Mrs Dacres, Mrs Large and Miss Charlesworth ( KMS) for this success.

**Q. Is there the opportunity for the two schools to come back into the project?**

A. Everybody opted in, 3 schools withdrew who were part of the learning accord but everybody still has access to the project resources across the pyramid.

**Q. What was the reasons for withdrawing?**

A. Some of the teachers found it quite difficult; the content was challenging as well as the maths methodology. Those who stuck with the project despite the difficulties are really pleased they did because of the benefits to the children and the increased confidence teachers have gained from it.

	<p>(v) <u>English</u></p> <p>The Chair completed an English visit today and will write a report for this. A lot of effort has been dedicated to schemes of work and all year 6 strands have been rewritten. The Head Teacher added that there has been a lot of investment in leaders to develop this.</p> <p>(vi) <u>PE</u></p> <p>Mrs Simpson advised she has not had a response to arrange a PE link visit.</p> <p><b>ACTION:</b> That Mrs Large will follow this up with the PE Lead and Mrs Greenough will share the PE spotlight report with Mrs Simpson.</p>	<p><b>Mrs Large and Mrs Greenough</b></p>
<p><b>2717.</b></p>	<p><b>PUPIL PREMIUM REPORT</b></p> <p>Mrs Large circulated the Pupil Premium (PP) report prior to the meeting and highlighted the following in relation to Pupil Premium:</p> <ul style="list-style-type: none"> <li>• Attendance data applies to the period up to 24<sup>th</sup> May and PP attendance is 94.7%, Persistent Absentees (PA) is 14%.</li> <li>• Behaviour for PP pupils particularly for P3's and P4's needs addressing. It is a small number of children but a lot has been put in place to really deal with this; a lot are attending clubs now or in controlled play, the engage group of pupils has been disadvantaged boys and reward trips and a second group will be put in next year so the teacher won't have a class next year she'll have a group to work on aspirations and behaviour.</li> <li>• Academic progress English and maths – awaiting SATs results.</li> <li>• 2b targets there is a gap and concern with English PP vs non-PP children but the Accelerated Reader programme will help address this and the new Ofsted framework has a lot of content about reading. The SIF project was focused on disadvantaged pupils and Fresh Start funding paid for resources.</li> <li>• GL assessments – the school was consulted by the LA and DfE re GL to help other schools and took the opportunity to request further funding. Following this the Lexonic programme has been purchased and the appropriate HLTA's are fully trained with this. Lexonic has enabled pupils to make significant progress; one pupil made 27 months reading progress in 8 weeks. The average progress was 1 year 6 months, year 7 averaged 2 years and 1 months progress, year 6 Fresh Start averaged 2 years and 5 months. The Fresh Start and Lexonic data will be included in the next Head Teacher's report.</li> </ul>	

- Mrs Large explained difficulties some pupils have with being able to decode but not understanding what they're reading and the school having to look again at phonics. Mrs Large noted that caution should be applied when looking at reading ages.
- Staff are keen on getting extra-curricular opportunities for PP children which is a good idea but a focus on wave one teaching should be maintained because a recent study from the Education Endowment Fund has suggested that high quality wave one teaching is the way for children to catch up.
- Rag-rating will be completed once assessment data is received and next year's plan will be developed in line with this and will include; wave one teaching, behaviour, the garden, trips and cultural capital.

Governors discussed possible trip ideas.

**Q. What does the 14% represent?**

A. 14% of the Persistent Absentees are PP children. We have one that's just started who has had poor attendance, one is on a managed timetable and some are taking unauthorised holidays. We've also had some children that were PA's but have gone off roll so we can't show any progress on this. One is home educated.

**Q. These are raw numbers, it would be useful to see percentages?**

A. Yes that's fine.

**Q. Year 6, 28.57% is this a typo I think this figure should be 51%?**

A. Yes it is.

**Q. Is Fresh Start just year 6?**

A. Fresh Start is years 6-8. They are taken out of French and some PHSCE for twice per week for Lexonic. We will be using all these programmes across the whole school next year and with disadvantaged pupils.

Governors noted thanks for the report. The Chair asked for more information on Pupil Premium spending and the Head Teacher advised that this is included within the annual plan.

Governors discussed the benefits of being part of the West Yorkshire Teaching Alliance.

**ACTION:** That Mrs Large will include the SIF results in the next Head Teacher's report.

The Head Teacher explained that the new curriculum is very challenging and centred around GCSE criteria and the need in English for example, an understanding of historical periods and ideologies to write effectively

**Mrs Large**

	<p>about text. Disadvantaged pupils don't tend to have this understanding, so Accelerated Reader sessions are exposing children to challenging texts. The Head Teacher emphasised the importance of being mindful of this gap for disadvantaged and suggested that a governor should have specific responsibility for monitoring this.</p>	
<p><b>2718.</b></p>	<p><b>PUPIL NUMBERS AND FACILITIES UPDATE</b></p> <p>(a) <u>Pupil Numbers</u></p> <p>The Head Teacher provided an update on pupil numbers; there are currently 203 in year 6 with four pupils possibly leaving but one applicant has been successful on appeal suggesting there will be 200 pupils provided there are no further changes. There are 198 coming into year 6 with 5 appeals on 9 July, the Head Teacher advised that the school no longer attends appeal hearings.</p> <p><b>Q. Are all the pupils coming from feeder schools in the area?</b>  A. No some are out of the local authority area. We get some referrals from SENACT because we support children well here. The cost to us is £250 for each appeal and also the time for leaders to attend but because the appeals tend to be upheld, we don't feel there is any benefit for us to attend.</p> <p><b>Q. Do you get the opportunity to put your case forward beforehand?</b>  A. Yes.</p> <p>(b) <u>Facilities</u></p> <p>The Head Teacher explained that a meeting has taken place with Martin Wilby and Cllr Turner and good progress has been made with accessing 106 monies and potentially using this funding to resurface the MUGA to an all-weather pitch. Following this, the decision can then be made about whether to increase the PAN.</p> <p><b>Q. Isn't inside space an issue?</b>  A. Yes the corridors and dining room are limited but I think the biggest issue is around playground space. Implementing silent corridors has made a significant difference.</p> <p><b>Q. Do they not go on the grass when it's wet?</b>  A. We have poor drainage, it gets really boggy in wet weather and this then also affects PE lessons.</p>	



	<p>Mr Inch advised that he has been in discussions with a former governor about possible shared use of the rugby club changing hut and potentially upgrading this. Mr Inch has also spoken to somebody who is employed in a capacity looking at sports facility development in the North of England and there is potentially 106 money that Councils have not yet utilised so Mr Inch has arranged a meeting with this person to find out more about this.</p> <p>The Chair reported that she has looked into costs for a basic sports hall and has emailed the Head Teacher about this but it needs to be looked into in more detail. Estimated costs start at about £250-300K. Governors discussed; the benefits of having a new modular building/sports barn, how this would relieve pressure for dining facilities, opportunities for funding including match funding and the disadvantages of regulating temperatures in the more basic type of sports barns.</p> <p>Mrs Large reported that there are 28 pupils entering the school this year which is around the same as those pupils leaving. There is 1 looked after child and 3 post-looked after children entering school this year.</p> <p><b>Q. Are these pupils eligible for additional funding?</b>  A. They receive Pupil Premium funding and funding through the Virtual School but may be eligible for other funding opportunities as well.</p>	
2719.	<p><b>SCHOOL DEVELOPMENT PLAN</b></p> <p>The Head Teacher circulated the School Development Plan (SDP) headings and welcomed feedback from governors about these. The Head Teacher explained that four areas have been chosen so that these are easier to focus on, the School Action Plan will be developed from the SDP. The Head Teacher noted the SDP areas as follows:</p> <ul style="list-style-type: none"> <li>• To ensure the intent of our curriculum is effective at ensuring high quality learning opportunities for all.</li> <li>• To develop a culture where people matter – they are nurtured and developed to be the best they can be.</li> <li>• To ensure the implementation of our curriculum enables pupils to acquire skills and knowledge evident through high standards in summative assessment.</li> <li>• To create the capacity to meet the growing demand for places within the local community whilst maintaining high standards of personal development, behaviour and attitudes.</li> </ul> <p><b>Q. Can we be more explicit about prioritising access for pyramid children?</b>  A. We can review the Admissions Policy provided any changes we make are legal. We could also include in-year applications.</p>	

