**Local Advisory Group Meeting**

**Wednesday 22 November 2017**

**MINUTES**

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| PL | Paul Lovern – Executive Head | NJ | Nicola Jarrett – Head of School Richard Crosse |
| HB | Heather Bowman – Chair of Directors | LD | Lesley Denby – Head of School Howard |
| SC | Sue Cockayne – Director for LAG | JW | Jon Wynn – Head of School St. Mary’s |
| AA | Antony Allen – Parent Member Richard Crosse | AH | Alison Howard - Clerk |
| MHE | Marcella Henley – PTA Member Richard Crosse | RC | Richard Crosse |
| JH | Jan Higgins – Community Member Richard Crosse | SM | St Mary's |
| PB | Phil Bate – Parent Member Howard  | HP | Howard Primary |
| CM | Claire Malcolm – PTA Member Howard | ARE | Achieving age-related expectation |
| CB | Chris Billingham – Community Member Howard | GD | Working at greater depth |
| CC | Claire Clarke – PTA Member St. Mary’s | KS | Key Stage |
| MH | Marie Havelock – Community Member St. Mary’s | MUGA | Multi-Use Games Area |

**Attendance :** PL, SC, AA, CB, CC, MH, MHE, PB, NJ, LD, JW, AH

1. The meeting opened with a prayer.
2. **Apologies :** CM, JH and HB sent apologies.
3. **Pecuniary Interest**

LAG members updated pecuniary interest forms.

1. **Minutes of last meeting**

An amendment was made to the minutes to show that in Item 4, paragraph 6, MHE not MH made the comment. These were then accepted as a true record and signed.

1. **Head of School Reports**

**Richard Crosse School:** NJ reported that there had been a very positive reaction to the request for volunteers in the local community to help in school and 12 people had signed up and been DBS checked. With regard to extra-curricular activities, there were many lunchtime clubs including cinema, football, netball, performing arts and recorders; a running club will start in January. There have also been a number of sporting competitions including the tri-federation competition. The school has been involved in special events such as the Roald Dahl Day, Children in Need, Remembrance, the Big Breakfast, the Macmillan coffee morning which took place before the Harvest Festival and a grammar workshop where parents appreciated being able to look around the classrooms and pupils presented the activities; there are many Christian activities to come.

**Data:** NJ presented the data showing that, in Early Years and KS1, pupils are performing above the national average: Early Years (83% achieving age-related expectation), KS1 phonics (89% ARE), KS1 Reading (84% ARE), KS1 Writing (79% ARE) and KS1 Maths (79% ARE). At KS1 the target is to achieve 80% reaching ARE. The results of the SATs at KS2 show that 77% achieved ARE in Reading (in the top 25% of schools) and 92% achieved ARE in Writing and Maths; this places the school in the top 5% of schools for Writing and the results show the great improvement made by all the pupils.

**Howard Primary School:** LD reported on staff changes in the school with the appointment of a 0.5 teacher in Class 1 and a new person employed to work *(Confidential item)* from half-term. The person employed to run the office at the school has been away on sick leave since the start of term and this has caused some problems but parents have been understanding. School events have included the Macmillan coffee morning, Children in Need and a parents' workshop. The Harvest Festival took place in church, as will the carol service. Sporting events include competitions with other schools and sports sessions after school on Friday, which have been very popular. Professional development in Early Years and book trawls have taken place. The links with the church have increased with the vicar coming into school every week. The Friends of Howard School have been working extremely hard to fundraise for the school. There have been some behaviour issues at the school, requiring additional support from the educational psychologist to ensure an easier transition to primary school for the child. C*onfidential item.* Many Christmas activities are planned and a request for parental help had a good response with every class now having an extra adult to help with reading.

**Data:** LD presented data showing that Early Years achieved below the national average at 66% ARE, but the children in this group are working really hard and are now at the expected level. KS1 children (a small cohort) are performing above the national average level. KS2 SATs results will not be reported as only one child was in that year group. The target is to close the gap between pupil premium children and their peers and intervention strategies with precision teaching are now in place.

**St Mary's School:** JW gave information on sporting and extra-curricular activities in the school including the tri-federation sports and an after-school club taking place each day. Grandparents have taken part in Forest School activities and help within the school. Each class has Forest School once a week and this has benefited all the children. School events have included Children in Need, Big Breakfast and the Macmillan coffee morning. Church links have increased with the appointment of a new vicar and every Wednesday the vicar conducts a service in the school or in the church. A number of new staff have joined the school from the other TSSMAT schools and have settled in well. Priorities for the school are to work on assessment, which will improve progress measures, to provide intervention for children with low attainment and to offer opportunities for reading and writing. The 'Stop and Read' activity is proving to be effective.

**Data:** JW reported that results in Early Years are above national average at 89% ARE; 82% achieved ARE in Phonics. In KS1 results were lower, with Reading at 67% ARE, Writing at 56% ARE and Maths 67% ARE *(Confidential item)*.KS2 SATs results were very pleasing being well above the national average: 83% ARE in Reading with 56% at greater depth; 83% ARE in Reading with 39% GD; 89% ARE in Maths with 44% GD.

1. **Trust Update**

**Staffing:** *Confidential Item*

**Premises Update:** The plans for a new classroom, car park and MUGA at RC have been delayed as the Diocese has rejected some elements of the plans; however it is hoped that the project will start next year once planning permission has been received. TSSMAT is applying for money for a link corridor and toilets. The heating bid at SM was turned down but a new bid has been submitted and in the meantime the boilers have been repaired and are working. MH asked about the amount of money needed (around £100,000) for new boilers, pipe work etc, and will speak to the Trustees and village organisations about this. At HP, work on the fire alarm and an electrical upgrade will take place.

**Nursery Update:** The 30 hours nursery provision at RC has proved very successful and at SM the nursery provision is established with very good recruitment of 12 children and another 2 to join after Christmas. The proposed plans for a new classroom at HP to establish a nursery would make a great difference to the school.

**Trust Growth:** *Confidential item*

1. **Community Updates:** MHE (RC) reported that the PTA had held a very successful Big Breakfast and was also selling Christmas cards designed by pupils. The 59 Club was doing well and the Christmas Fair will be held shortly, together with a pantomime visit. They are raising money to buy resources such as equipment, apps, toys and a rug; MHE asked whether some larger resources could be bought jointly by the three schools and shared if events such as the Christmas/summer fair were not held on the same day at all three schools. PL explained that the calendar is fixed in advance and it was easier to set major events on the same day for the three schools as there is often a lack of available dates especially before Christmas. However, different dates could be considered for the summer fair.

CB (HP), on behalf of CM, reported on events held over the summer including the Scarecrow Festival and more recently the OctoberFest and sponsored cycle ride (17 parents took part in the ride and raised £10,000). Altogether £35,000 has been raised so far towards the fund for a new classroom and there is also fundraising for equipment for Forest School, with fundraisers still showing a very positive attitude and energy to continue raising money. This has raised the profile of the school within the village and it is planned to approach organisations for grants and sponsorship.

CC (SM) reported that that the chickens were doing well and eggs, Christmas cards and calendars are being sold. The school will have a stall at the village Christmas fair and hold their own Christmas fair, with money being raised to buy mirrors. A very successful Big Breakfast was held and in the future a film night is planned. It is hoped to buy a shed and equipment for Forest School and Tesco will be approached to help with fundraising.

MH (SM) said that fundraising in Colton was being directed to the playground behind the village hall. However it is hoped that people involved would contribute to school fundraising in future. The new vicar has brought a sense of stability to the village and the school choir will be performing in church. MH discussed parking arrangements for the church performance and confirmed that the church will be organised to seat a large number of people. She asked how many children from outside the village attend SM and JW thought the number of village children was around 35%. PL said this confirmed the importance of the nursery which attracted people from further afield.

1. **Any other business**

PL reported that there were two vacancies on the LAG and although notices had been placed on the planner for RC and SM, no-one had applied. The notices will be repeated, mentioning the lack of response. CB thanked the school choir for their very impressive performances. She asked about communication with the wider community and LAG members compared forms of communication used; JW said that SM uses a Twitter account, the village Facebook page, announcements in church and the parish magazine. It was agreed that more could be done to publicise school events to the wider community and PL suggested having a parent community champion. However PL also warned about making events too public as there can be safeguarding issues.

MHE raised the issue of ParentPay, particularly with regard to text messages sent out, and PL agreed that there were admin problems, but he would discuss the problems with messaging with staff. AA asked whether whole-school update texts could be sent to more than one parent and PL will look into this. AA also asked whether parents could access the total of Dojo points awarded and staff will look into providing a half-term update. NJ thought the present awarding of points was now working more fairly.

*Confidential item.*

1. **Date and location of next meetings**

21 March 4pm at SM

4 July 4pm at TH

Signed............................................................. Date.........................................

Sue Cockayne, Chair of Local Advisory Group