

# THORPE PRIMARY SCHOOL

## Minutes of Governors School Effectiveness Committee Meeting

Thursday 23<sup>rd</sup> March 2017

### *Present*

Lubna Akbar	LA	
Colin Hammond	CH	Chair of Governors
Paula Jeremaes	PJ	Assistant Head (Associate Member)
Lisa Lloyd	LL	Chair of Committee
Charles Knudsen	CK	
Mansha Mohammed	MM	
Kate Trethewy	KTr	Headteacher
Terry Edwards	TE	Clerk to Committee

### *Absent*

Item of Business	Points Discussed	Decisions/ Recommendations	Action Points/Dates
1. Apologies	Apologies were received from: <ul style="list-style-type: none"> <li>Manoj Subudhi</li> </ul>		
2. Minutes of last meeting – Wednesday 30 <sup>th</sup> November 2016	The Minutes of the last meeting were agreed with an amendment: <ul style="list-style-type: none"> <li>1 typo</li> <li>Item 8 – 4<sup>th</sup> bullet point, it was agreed to take out ‘SEN children received pupil premium support’</li> </ul>	The minutes of the last meeting Wednesday 30 <sup>th</sup> November were agreed	
3. Declaration of Interest	There was no declaration of interest		
4. Standards	KTr presented the committee with an update of standards across school: <ul style="list-style-type: none"> <li>The committee looked at Maths and Reading from Years 1 – 6 comparing targets to average score in percentages. The difference is RAG rated across school</li> <li>The assessment is different in Year 6 compared to the previous year and the comparative data is different</li> <li>The committee looked at the tracking spreadsheet showing comparisons of children working below expectation, towards and on track or above. The sheet was RAG rated</li> <li>The comparisons shown were July 2016, October 2016 and February 2017</li> </ul> KTr asked if there were any questions: The committee asked how far are the Reception children behind – it was noted that 19% of Reception are behind expectation  The committee asked if there is good support from parents supporting with their children’s learning at home. KTr reported that there was a good turnout from parents who came to the Phonics information session with parents.		

Item of Business	Points Discussed	Decisions/ Recommendations	Action Points/Dates
Continued	<p>KTr presented a breakdown of Strengths, Actions, Follow up, Areas for development, Actions and Follow up overall for Year 1 – 6 broken down to Reading, Maths, Writing, GPS and Overall – Data Wisdom:</p> <p>Governors asked about gaps on the narrative, KTr explained that the expectation for Years 2 and 6 has increased and that data wisdom is for in year progress is difficult to quantify as we have moved onto a new assessment system.</p> <ul style="list-style-type: none"> <li>• Testing in Year 6 is positive, PIXL is quite hard – follow up work is done and information is talked through in pupil progress meetings</li> </ul>		
5. Pupil Premium Report	<p>PJ presented the committee with the Pupil Premium Report:</p> <ul style="list-style-type: none"> <li>• The report detailed the allocation of the pupil premium hours across school</li> <li>• A long term sick in Year 2 had impacted on the support for the children in Year 2 and support in Year 5 was interrupted with behaviour issues</li> <li>• Pupil Premium children in Reception do not receive funding until June</li> <li>• PJ and the Raising Attainment Leader and SEND have met with the Reception teachers in January to discuss and review the progress of children in Reception and identify next steps</li> <li>• Children are continually monitored</li> <li>• Governors looked at a grid to show progress of Pupil Premium children and comparisons compared to the rest of the class and difference shown</li> <li>• Year 2 children have not made as much progress as expected in Maths and Reading</li> <li>• The EYFS data is colour coded in Good Level of Development of 12 areas of learning</li> <li>• Individual progress for Pupil Premium children is identified and RAG rated</li> <li>• Behavioural issues in Year 5 have impacted on the adult resources in Year 5</li> </ul> <p>Governors asked for information on what the behaviour issues were in Year 5 and these were then explained.</p> <p>PJ reported that the RAG rating on Early Years is to be updated</p>		
6. Parent Questionnaire	<p>CH reported that due to Ofsted during the Parents Evening in February, parents had already been asked to give feedback to Ofsted on line and therefore the number of completed questionnaires were not as many as before.</p>		

Item of Business	Points Discussed	Decisions/ Recommendations	Action Points/Dates
<b>Continued</b>	<p>82 had been returned but the data had not yet been analysed. CH asked for the questionnaires to be analysed for the next meeting. CH reported that:</p> <ul style="list-style-type: none"> <li>• 19 parents had logged onto parent view to complete the Ofsted questionnaire</li> <li>• A positive letter was received from a parent in Reception who had difficulty logging onto the Ofsted parent view website.</li> </ul>	<b>TE to analyse the questionnaires for the Summer Term meeting.</b>	
<b>7. Ofsted</b>	<p>CH asked for Ofsted feedback to go on the Extra-ordinary Full Governors Meeting next Tuesday – 28<sup>th</sup> March at 7.00 pm</p>	<b>Ofsted feedback to go on the Extra-ordinary Full Governors Meeting on Tuesday 28<sup>th</sup> March</b>	
<b>8. Multi-Academy Trust</b>	<p>CH reported that the final decision to form a MAT with local schools is to be made on Tuesday 28<sup>th</sup> March:</p> <ul style="list-style-type: none"> <li>• Target date has been set for 1<sup>st</sup> September</li> <li>• KTr has been meeting with other interested schools</li> <li>• CH and KTr have joined the Steering Group</li> <li>• A Project Manager has been engaged</li> <li>• Following a decision an application will go in</li> <li>• A process of due diligence is in progress</li> </ul> <p>The committee asked if the timeline can be shared with staff. CH reported that the Steering Group will meet Early April.</p>		
<b>9. Equality and Diversity Policy</b>	<p>The committee looked at the Equality and Diversity Policy:</p> <ul style="list-style-type: none"> <li>• The committee asked for the policy to be checked for formatting with EA.</li> </ul> <p>The policy has been agreed in principle following re-formatting to be checked with EA</p>	<b>Equality and Diversity Policy agreed following re-formatting</b>	

Item of Business	Points Discussed	Decisions/ Recommendations	Action Points/Dates
<p><b>10. Governor Monitoring</b></p>	<p><u>Governor - Book Monitoring</u>                      CH reported that following on from the recent Ofsted inspection it was expected that governors would be looking at children’s books and noting teachers use of the Marking policy:</p> <ul style="list-style-type: none"> <li>• A selection of books was brought to the meeting from each year group, number 7 and 23 in the register</li> <li>• CK talked governors through what they could see in the books and the system of the Marking Policy</li> <li>• Within the Feedback Policy ‘Purple Pen Improvement’ is used for children to consolidate their learning or address misconceptions</li> <li>• Teachers mark the books once a day using either ‘light marking’ – with a positive comment or developmental marking (PPI)</li> <li>• CK reported that children like the new marking in their books</li> <li>• The teacher encourages children through positive comments</li> <li>• A particular focus is on presentation – children self-assess their work</li> <li>• CK reported that children understand the comments and the marking</li> </ul> <p>The committee looked at a Pupil Premium and an SEN child’s book                      On looking at children’s books a governor asked when children are moved from sounds to spellings. KTr explained that spelling is part of the Read, Write Inc Programme from Reception upwards. PJ reported that children who struggled, would be taken out in assembly time</p> <p>CH reported that governors needed to come into school to complete their link governor visits and that he would be asking governors to make appointments to come into school during the summer term at the Full Governors meeting on Tuesday.</p>	<p><b>CH asked if a selection of Pupil Premium and SEN books could be included in the next meeting</b></p>	

Meeting Closed at 8.05 pm