

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

8th March 2016 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Sue Cooke (SC) -Chair	Jenny Bird (JB)	Lynsay Barrett (LB)
Laura Sutton (LS)	Cath Catt (CC)	Vicki Setters – Head of School SSSfN –by invitation (VS)
Sharon Donaldson- Primary lead Rosebery- by invitation	Rachel Thornberry- Primary Lead DBS-by invitation	Katrina Warren-Earthsea School-by invitation
Lesley Moore-Data Lead-by invitation		Andriana Sneddon TA/Clerk

No

Item

Action

Meeting commenced at 16.05

1.0 Apologies and Absences

- 1.1 Apologies were received and accepted from Jan Casey and Phil Harris.
Sue Whitaker was absent
All staff from bases were welcomed to the meeting

2.0 Declarations of Pecuniary Interest

There were none

3.0 Previous Minutes

- 3.1 Minutes of previous meeting 08/12/15 were accepted as a true and accurate record with no amendments and were signed off by Chair.
Minutes of previous meeting 14/01/16 were accepted as a true and accurate record with no amendments and were signed off by Chair.

4.0 Matters arising.

<p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p>	<p>SC asked for update on progress of School Councils; VS advised that these were progressing slowly but admitted that they were not the primary focus due to number of pupils being admitted in to school. LS suggested that perhaps frequency could be reduced and a one hit morning session delivered by an external provider. Governors and staff felt that there would be value in this approach particularly with rolling cohort; LS to liaise with VS.</p> <p>VS reported on work that has been done to ensure consistency of practice of RAO's- all have met with School Admin Support officer and a flow chart has been produced; the next stage would be to meet and talk through with them.</p> <p>VS advised that the next area of review would be Assessment but that this was awaiting the start of new Assessment leader.</p> <p>VS warned Governors that the increased numbers of pupils admitted to SSSfN was putting pressure on Assessment leads and teams in particular and that the quality of ILP's could dip in response to time restrictions to complete paperwork.</p> <p>VS reported that investigation into PEX protocol had now resulted in consistency across bases.</p>	<p>CHALLENGE</p> <p>SUPPORT</p> <p>LS/VS</p>
<p>5.0</p>	<p>Policy approval</p>	
<p>5.1</p>	<p>Positive Handling- proposed for acceptance with no amendments by LS and seconded by CC; unanimously approved.</p> <p>TA to update website</p>	<p>TA</p>
<p>6, 7,8</p>	<p>Progress of Vulnerable groups</p>	
	<p>LAC; (report attached). Katrina Warren presented information to show the progress of LAC pupils with overall very good attendance except at Rosebery (see EAL point).</p> <p>Subject progress figures highlighted a need to raise attainment in English and Maths at upper secondary phase and KW reported that an instructor will be appointed using PP funds to focus on these subjects at AP sites and home tutoring to improve attainment VS advised that this role would be monitored over Summer term with expected impact of improved progress and evidence. Progress at KS1&2 stable.</p> <p>Governors asked why progress and attainment was better across ICT and Science; SD advised that could be due to a more creative/ relevant media delivery and suggested that using these media in English and Maths may improve results.</p> <p>KW advised of increased numbers of out of county LAC pupils and differing funding mechanisms; KW to review and assess any impact</p> <p>KW advised of good relationship with Virtual School and of access to additional funding for raising attainment; XLT aware of ability to tap into this resource.</p> <p>LS queried the relationship between school and foster carer's and actions that could improve this.KW admitted that this was an area to develop and was hopeful for improvement with the introduction of electronic PEP involving all parties.</p> <p>LS asked if there was any difference in progress between pupils with Foster carer's and care homes; KW to consider for analysis.</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>

	<p>SC asked what is done to support pupils with mental health issues and whether there was a record of pupils accessing CAMHS. KW advised that there are CPD opportunities targeting specific topics for staff and access to Clinical Psychologist if this was identified as a need at assessment stage. Ongoing it should be explored as to whether a therapist on roll could be funded through PP to address pupil's needs and whether further work is needed to develop partnerships with CAMHS staff.</p> <p>KW advised that all actions will be incorporated onto SIDP.</p> <p>PP ;(report attached). Jenny Bird advised governors of high -58%- NOR eligible for PP with the highest eligible proportion attending Brooklands at 87.5%</p> <p>LS queried whether a child's legal status is checked as some eligibility for funding may have been missed. VS to include in review of admin. systems.</p> <p>Governors were pleased to note good progress in 4 core subjects and stable attendance and a lower rate of SI's. possibly due to miscoding and over reporting last year particularly at Compass bases as well as severe staffing issues there; staff had received corrective training and this would be monitored ongoing alongside impact of new recruits on progress of pupils.</p> <p>Lack of evidence of progress had been identified for KS4 Engagement cohort at Locksley; VS assured Governors that this was now being addressed.</p> <p>CC asked if there was any correlation of attendance with holiday periods. JB advised that this varied by pupil; DBS and Rosebery pupils were achieving improved attendance and that 2xSSA's been recruited to target attendance across all phases</p> <p>JB advised that funding had been applied for from NCC PPPlus for ARROW intervention training for more tutors and resources at each base following a very successful trial at Earthsea; Governors were pleased to note impact of this strategy.</p> <p>EAL and ME; (report attached).SD reported on very good results for this cohort across subjects and advised that there had been no incidents of bullying or FEX's.</p> <ul style="list-style-type: none"> • Areas of focus; Missing nationality on SIMS- to be addressed during Admin Systems review. • Attendance; this had been lowest of all vulnerable groups but rigorous tracking and encouragement and rewards had seen marked improvement by Spring term.SD highlighted the non-traditional spread of authorised and non authorised absence between boys and girls.LS asked if this was due to any cultural differences; VS advised that this was unlikely and that codes would be scrutinised. LS asked whether any Traveler pupils were in cohort. SD advised some pupils at Rosebery and that base was working with Traveler Ed. • Attendance at Rosebery; SD reported that Transport issues had contributed to poor attendance as pupils had to walk to pick up points for taxi's and wait. Following meetings with PTU and taxi firms prompt follow up from base leader of issues and focus on attendance at base, attendance had improved. LM advised of comparison data of attendance of taxi vs non taxi pupils to be compiled. • VS advised of potential new transport of pupils in minibus. Whilst recognising budget pressures at PTU, staff and governors were concerned 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT</p> <p>CHALLENGE</p> <p>SUPPORT</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT</p>
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	<p>about the impact of this method on pupils with needs and issues.</p> <ul style="list-style-type: none"> • Governors advised having standard welcome letters on file for new ME/EAL families and that staff should be made aware of their availability via bulletin. <p>SEN;(report attached).RT advised governors that this was the largest vulnerable group at SSSfN, 72% pupils, but that it also incorporated most of the other vulnerable groups. Areas of query:</p> <ul style="list-style-type: none"> • Biggest gap in ICT; SD advised that ICT data not available • SI's numbers shows significantly high with this cohort; SD advised that this was attributable to reporting at Compass Belton (see point PP above) and that should these numbers be removed then SEN pupils have no greater incidence of SI.SD confirmed that recording of SI's would be monitored ongoing. • Use of PP funds- other interventions apart from ARROW were being investigated.SC asked about links with mainstream schools. RT advised that links with Virtual School were proving useful and that as part of SENCo training she was linking with other SENCo's in mainstream schools and would make visits to look at other intervention strategies and processes used at schools with multi nationalities. • CC queried links with Children's services; RT confirmed that all relevant staff attend conferences or if not attending would send a report.KW did advise of weak relationships with social workers and the need to build direct links. LM suggested collating best practice and inviting social workers to share information. VS to coordinate. <p>LM advised Governors that this had been a huge piece of work by XLT but that benefits were already being seen in recognition of trends/ themes across groups, consistency of information, and data to evidence narrative and provide proof of impact. LM also advised of future development of SIMS and how this could be interrogated to provide detailed information at pupil level and to drive school improvement.</p> <p>SC thanked all staff for extremely comprehensive reports providing a wealth of information; CC seconded this commenting on the stunning amount of progress that had been made and the amount of effort that was being put in.LS was pleased to note that it was evident that staff knew their cohorts well.</p>	<p>SUPPORT</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>VS</p> <p>SUPPORT</p>
<p>9.00</p>	<p>Governor Monitoring Reports</p>	
	<p>JC had recently visited Earthsea to monitor LAC; c/f to next meeting</p>	<p>C/F</p>
<p>10.0</p>	<p>Confidential items</p>	
	<p>There were none</p>	
<p>11.0</p>	<p>AOB</p>	
	<p>There was none</p>	

12.0	Date and Time next meeting	
	<p>Governors to note that next scheduled meeting on 19/4/16 has been cancelled.</p> <p>Next meeting; 10/05/16 at 4.00pm; Locksley School.</p>	
Meeting finished at 18.00		

Signed.....

Date.....