

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

10th May 2016 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Sue Cooke (SC) -Chair	Jenny Bird (JB)	Lynsay Barrett (LB)
Jan Casey (JC)	Cath Catt (CC)	Vicki Setters – Head of School SSSfN –by invitation (VS)
Phil Harris (PH)	James Cox- by invitation	
		Andriana Sneddon TA/Clerk

No Item

Action

No	Item	Action
	Meeting commenced at 16.05	
1.0	Apologies and Absences	
1.1	Apologies were received and accepted from Laura Sutton and Sue Whitaker. James Cox was welcomed to the meeting	
2.0	Declarations of Pecuniary Interest	
	There were none	
3.0	Previous Minutes	
3.1	Minutes of previous meeting 08/03/16 were accepted as a true and accurate record with no amendments and were signed off by Chair.	
4.0	Matters arising.	
4.1	See attached summary sheet but points to note as follows: <ul style="list-style-type: none">• LS liaising with VS as how to best move forward with School Councils external input• Admissions and Re integrations protocol rewritten to reflect review recommendations	LS

	<ul style="list-style-type: none"> Declining quality of ILP's at Locksley and some missing documentation; some remedial work has taken place and new assistant lead in place PP funded instructor in place and some impact seen already Refer need for In house Educational and Clinical psychologists and social worker to Trust Engagement progress at Locksley- VS advised that teacher has been replaced and some progress now evident SIMS queries addressed in new Administration Handbook 	SC/TA
5.0	Policy approval	
5.1	SEN and Disability- unanimously approved with no amendments. TA to update website	TA
6.0	Scrutiny of PE	
	<p>James Cox contextualised PE that historically as a subject had been used as a way of keeping pupils on task and a method of engagement but this had now progressed with new SoW, books with evidence of progress over time using MMG's, individual assessment criteria and introduction of new tracking system and attainment targets; this had led to raised expectations and improved engagement. Governors scrutinised several workbooks and were pleased to note consistency of marking and excellent presentation and photographs of participation</p> <p>Qualifications had been assessed and were limited by time (2x 45mins session's wk.); offering Sports Leaders Level 1 requiring 33 hours input. James Cox advised that it was unlikely that qualifications would be achieved TY but this would allow time for staff training. However the qualification had been well received and was live at Locksley and DBS; space limitations had been encountered at Rosebery- Governors suggested approaching other local schools.</p> <p>Other developments included a PE noticeboard with word of week.</p> <p>Governors asked about progress in Foundation subjects; James advised that introduction of Learning Ladders will better evidence progress and advised of higher levels of participation due to increased variety of sports offered against a background of pupils who would never have taken part in PE at mainstream; Governors advised that they had seen pupils outside participating in PE and James advised that this was also voluntarily undertaken by pupils during lunch times.</p> <p>PH queried the use of PE funding; VS advised this was spent on providing swimming lessons and to fund PE staff</p> <p>TA advised that Sport Funding statement is required on website as per PP statement; VS and TA to liaise</p> <p>PH whether any audit/record was kept of sports qualifications of staff; James to complete and revert next meeting</p> <p>PH to provide contact link for Orienteering and Korfbal</p> <p>Governors requested that their thanks be passed on to staff for their great efforts and impact in this subject.</p>	<p>SUPPORT</p> <p>CHALLENGE</p> <p>SUPPORT</p> <p>CHALLENGE</p> <p>VS/TA</p> <p>CHALLENGE</p> <p>PH</p>

7.0	Scrutiny of Art and design	
	<p>James reported that historically this subject had experienced similar challenges to PE in that it needed better progress tracking, more uniform book presentation, MMG's and qualifications..</p> <p>After investigation decision to offer half GCSE and Governors queried why this shorter course. James advised that this was due to a shorter time required to achieve accreditation (@2 terms) and only 3x45 mins sessions each week which suited cohort. Governors commented favourably on books provided and standard of work presented; James advised that level of engagement was superb with many pupils opting to stay behind/extra time to continue work and hopeful some good results TY. Governors queried external moderation and James advised this due imminently and was confident that this would cement confidence in both staff and students.</p> <p>Areas of development include visits to galleries and visiting artists, links with University of Arts, Norwich City of Stories, introduction of engagement activities e.g. photography, graphics, development of curriculum at Rosebery.</p> <p>James highlighted one ongoing issue of transporting and supporting pupils at interviews at FE colleges since the abolition of Guidance Advisors and that it was impossible to influence interview times in large institutions. Governors referred to Trust consideration of in house Guidance Advisor.</p> <p>Governors requested that their thanks and congratulations be passed on to staff and pupils for variety and standard of work and noted that on visits to DBS and Locksley, Governors take the time to visit these departments.</p> <p>Governors discussed the possibility of bringing more engagement activities in house; VS advised that there was a project to develop this but would need some considerable time to investigate and implement.</p>	<p>CHALLENGE SUPPORT</p> <p>CHALLENGE</p> <p>SC/TA</p> <p>SUPPORT</p> <p>VS</p>
8.0	Scrutiny of Attendance	
	<p>VS advised full report next meeting with Attendance audits; VS to invite LM</p> <p>Verbally VS advised that some inconsistencies in practice had been identified and some remedial work was taking place to achieve a coherent system however generally attendance had improved 0.1% over half term and vulnerable groups/ hard to reach pupils were showing 0.04% improvement over half term; Governors were hopeful that use of SSA funded by PP funds would continue to halt a declining trend.</p>	
9.00	Governor Monitoring Reports	
	<ul style="list-style-type: none"> • JC reported on visit to Earthsea with SC to meet Katrina Warren as LAC responsibility. Actions as follows; Use of Arrow intervention has showed excellent results and VS advised that bid has been submitted to Virtual School to fund placing a trainer for staff in school . Consideration for in house Social Worker as point 4.1 above. • CC reported on initial visit to look at behaviour tracking ; awaiting impact at summer term 	

10.0	Confidential items	
	There were none	
11.0	AOB	
	There was none	
12.0	Date and Time next meeting	
	SC advised her Apologies for next meeting; CC will Chair in her absence	
Meeting finished at 18.00		

Signed.....

Date.....