

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

October 20th 2016 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Jenny Bird - Chair (JB)	Laura Sutton (LS)	Cath Catt (CC)
Sandra Summerfield (SS)	Sue Cooke- Link Director (SC)	Vicki Setters- Exec HT (VS)
Katrina Warren- Head of School Specialist (KW)	Rachel Thornberry- by invitation	Becki Crews-by invitation
		Andriana Sneddon TA/Clerk

No Item

Action

Meeting commenced at 16.00

1.0	Apologies and Absences	
1.1	Apologies were received and accepted from Tony McGhee and Jan Casey. Lynsay Barrett was absent Rachel Thornberry and Becki Crews were welcomed to the meeting	
2.0	Declarations of Pecuniary Interest	
	There were none	
3.0	Previous Minutes	
3.1	Minutes of previous meeting 20/09/16 were accepted as a true and accurate record with no amendments and were signed off by Chair.	
4.0	Matters arising	
4.1	Points to note as follows: <ul style="list-style-type: none">VS updated governors NOR which was remaining stationary at 291 but with some success with Reintegration's. VS advised that 30PEX have been advised since start term across age range.	

	<p>Governors queried the admission criteria being used; VS advised that LAC and known vulnerable children were given priority and thereafter in date order PEX aligned with place availability and suitability for child ie. age and location. VS advised meeting had taken place with Nikki Rider, SEN Commissioner to discuss movement of pupils into specialist placements but cautioned this would be unlikely to solve the problem entirely and that some place blocking could be experienced due to lack of onward options from SSSfN. A further meeting with Reintegration's team had met with some success with their offer to direct schools to accept pupils once 3 schools had declined but VS warned that this could lead to further issues with pupil self-esteem; VS advised that in house RAO's would continue to try to place pupils supported by staff move from Primary Lead, during the 45 day direction period. LS queried whether report is provided for failed reintegration's; although this was available VS advised that could provide report on number on roll who had failed reintegration.</p> <ul style="list-style-type: none"> VS updated Governors of ongoing new curriculum development and potential mobile classes on hard standing to provide additional working space. VS advised governors that as aware low levels of pupil literacy and numeracy, the new personalised timetables would be developed to include specific subject/intervention needs for each pupil as well as with Progress 8 in mind, to incorporate as many accredited courses as possible. C/F LM had advised ongoing problems with taxi service at Rosebery and impact this has on attendance. Governors noted that this ongoing issue had not been resolved and requested that this be referred to Annual Conversation with LA as not being appropriate to meet pupils' needs. COG and Vice with LM to provide report to County Councilors- Sept 16. <p>SS reported on attendance issues at Rosebery as continuing , see Monitoring report 29/9/16 attached, and CC reported that following a meeting with Data Lead she could report that transport issues were now being reported and tracked as occurred to provide evidence. CC to draft letter to M.Rosen outlining concerns and impact on pupils for approval next LGB.</p> <ul style="list-style-type: none"> JB advised that moderation marking grids would be distributed once LL live at Secondary. VS advised she would produce a report for TY's planned expenditure PP and advised unlikely to include additional Counselling facilities; additional capacity is already available through use Clinical Psychologist. 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CC</p> <p>JB</p> <p>VS</p>
<p>5.0</p>	<p>SEN Scrutiny</p>	
<p>5.1</p>	<p>Rachel Thornberry, Primary Lead and SEN Lead, was welcomed to the meeting and invited to present her report based on previously notified Governor questions, attached.</p> <p>Additional Governor queries as follows:</p> <ul style="list-style-type: none"> CC queried what was being done to investigate and support pupils - 74(24%)-with no SEN codes? RT advised that there were discrepancies with code allocation from schools when pupils came into SSSfN or no code allocated; in response, staff were being skilled up in code allocation and XLT regularly checking lists uncoded pupils to ensure updating taking place 	<p>CHALLENGE</p>

	<ul style="list-style-type: none"> • LS queried how long some codes had been outdated/missing and whether these pupils should be prioritised; VS to revert • SS queried realistic targets for Y11 attainment; VS advised that this was difficult to state due to the rolling nature of cohort and because the majority of pupils do not remain at SSSfN for full 2 years teaching time required for KS4; she was confident that staff were pushing to get as good results as possible; SC confirmed that it was important to review progress because of this. The introduction of a suite of qualifications at different levels and for both academic and vocational subjects would also ensure more accreditations for more pupils. • Governors requested comparisons to like provisions; VS advised APS figures on SEF as follows; APS National 52 (2014-15), East of England 46.9(2014-15) SSSfN 65.3(2015-16) and that SSSfN pupils were demonstrating a 4 year rising trend above national and local figure comparisons. <ul style="list-style-type: none"> • Governors queried what interventions were supporting PP pupil attendance; KW advised successful implementation ARROW across Primary phase with detailed impact evidence available December 2016. Other interventions use of PIXEL at KS4, GCSEpod to provide online support from summer 2017 and application to Waterstone's Wish tree list for book donation to promote reading. • Governor's queried impact of SSA's working with families and pupils to increase attendance; VS advised that following some analysis at DBS and Locksley it was found that biggest improvement was achieved with sporadic non-attenders rather than persistent non attending pupils which will therefore be the focus this year. Governors were pleased that focus was being directed to area where most impact would be evident- review Spring 2017 • Governors thanked RT for her report 	<p>CHALLENGE VS</p> <p>CHALLENGED</p> <p>REQUEST</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT</p>
<p>6.0</p>	<p>LAC Scrutiny</p>	
<p>6.1</p>	<p>KW reported that LAC picture was generally very positive with numbers pupils (31) remaining steady with 2/3rd Norfolk intake and pupils placed predominantly at Locksley and Specialist bases. Highlights were improving attendance, positive GCSE results, development of relationship with Virtual School and introduction of ePEP which provides rigorous pupil progress tracking and QA of pupil targets set. Governor queries as follows;</p> <ul style="list-style-type: none"> • Why girls achieving better than boys in Science but not English and Maths; KW advised that small cohort numbers would skew figures as well as the non-accountability of male pupils at AP • SC queried why girls were worst attenders; KW advised that attendance improving (86% at specialist bases vs 74% SSSfN) noted especially at specialist bases where a longer term placement gave rise to pupil security and ownership and better attendance as well as developing partnership with Virtual School who use Welfare Call to log attendance of pupils on daily basis and would follow up missing pupils. • Governors queried impact ePEP; KW advised that use had identified need for more staff training to ensure consistency and this was planned as well as designated LAC training for XLT as a reminder/prompt for closer 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>

	<p>monitoring</p> <ul style="list-style-type: none"> Governors thanked KW for her report 	
7.0	SEN and LAC at Compass	
7.1	<p>Becki Crews, Compass Lead was welcomed to the meeting and invited to present her report, noting to governors that those pupils showing below expected progress were generally those who were late joiners and that attendance trend was on par with that noted earlier at point 6.</p> <p>BC advised focus on behaviour due to spike in SI's Autumn 2015; Governors queried reasons and resolutions for this; BC advised sudden change in cohort and staff and in response a STEP's package specific to Compass sites was built which had prompted good re engagement and reduction SI's.</p> <p>Governors queried use of Learning Ladders at Compass; BC advised that embedding was taking place and that involved a change in culture; teachers were keen to develop further and using as an aid for lesson planning and as a tool for differentiation, pupils were responding well to manageable chunks and were able to demonstrate objectives using LL's.</p> <p>Governors queried roll out LL's to Secondary; VS advised that teachers currently writing own LL's across all subjects and demonstrating good collaboration across bases; potential to develop further into areas of behaviour/mental health and selling out</p> <p>SC queried use of ILP's; RT advised a 3 way system where ILP's inform the mandatory marking grids and this in turn informs LL's thus focusing teacher on area of pupil need.</p> <p>LS requested pupils in Kinship Care /Privately fostered arrangements were monitored as discrete groups to heighten staff awareness; VS/KW to revert.</p> <p>Governors thanked BC for her report.</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE VS/KW</p>
8.0	SEN Policy	
8.1	<p>Previously ratified June 2016 with request of addition at Section 8 of not seeking parental/carer permission prior to referrals if there is a Safeguarding concern; VS to adjust, TA to publish.</p>	VS/TA
9.0	Annual SEN Governors Report	
9.1	<p>Provided by SC and attached; Governors expressed their appreciation of compilation and its usefulness to inform monitoring and visits.</p> <p>Proposed for acceptance by LS, seconded by SS and unanimously agreed for publication</p>	TA
10.0	Governor Monitoring	
10.1	<p>TA advised that 5 recent Governor Monitoring visits had taken place and more booked for November /December. TA to update Monitoring calendar and distribute</p>	TA

	<p>VS advised that issue raised re GRT pupils at Rosebery now resolved.</p> <p>VS thanked Governors for carrying out these visits and advised staff appreciation and opportunity to demonstrate initiatives and the opportunity for Governors to provide a level of scrutiny that may be missed by staff</p>	
Date and Time next meeting		
	22/11/16 4pm at Locksley School	
Meeting finished at 17.55		

Signed.....

Date.....

DRAFT