

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

1st February 2017 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Jan Casey - Chair (JC)	Lynsay Barrett (LB)	Cath Catt (CC)
Sandra Summerfield (SS)	Sue Cooke- Link Director (SC)	Jenny Bird (JB)
Katrina Warren- Head of School Specialist (KW)	Lesley Moore - by invitation	Becki Crews- by invitation
Jane Maclennan- by invitation	Laura Sutton (LS)	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, John Rous Milligan and Vicki Setters	
1.2	Jane Maclennan, Becki Crews and Lesley Moore were welcomed to the meeting.	
2.0	Declarations of Pecuniary Interest	
2.1	No changes	
3.0	Previous Minutes	
3.1	Minutes of previous meeting 14/12/16 were accepted as a true and accurate record with no amendments and were signed off by Chair.	

4.0	Matters arising	
4.1	<p>Points to note as follows:</p> <ul style="list-style-type: none"> • Awaiting current PP report revision, agenda point 7. • Outstanding missing SEN codes; KW reported that all SEN codes now up to date following recent review • Governors requested notation of pupil as being in Kinship Care; KW advised that this has now been added to Admissions Form and will be captured for new starters. • LS to forward materials developed for YP leaving care to prepare them for independence; LS to liaise with JC at DBS • Governors Assembly to be calendared into school assembly schedule; KW to provide list of dates to TA and Governors to compile bullet points to ensure message consistency at Awayday • Governors were advised of some changes at Rosebery base with expectation of significant impact on ethos there. 	<p>LS</p> <p>KW/TA</p>
5.0	Scrutiny of Attendance	
5.1	<p>Lesley Moore was welcomed to the meeting and invited to present her report based on previously notified Governor questions, attached. Lesley advised that she was appreciative of receiving questions prior to meeting to allow a comprehensive and factual response. Lesley gave a thorough overview of attendance management processes with</p> <p>Governor queries as follows:</p> <ul style="list-style-type: none"> • How was progress towards +5% attendance to National figures progressing? Lesley advised that attendance was generally improving and at Autumn 2 data point was already +5.6% to national figures. Attendance monitored closely on half termly basis by XLT and compared with like areas/phases to ensure focus • How was Locksley Engagement low attendance being managed? Lesley advised this cohort recognised as poor attenders and all pupils now on weekly report managed by Karen Hobley and recent data demonstrating positive trending • How will staffing restructure impact on attendance management? Lesley expected that reporting should tighten up as new structure gives each attendance lead an SSSA with direct responsibility. • Who makes the decision not to Fast track a pupil? Lesley advised that this decision is taken in consultation with LA Attendance officer if Fast tracking would have a negative impact on any work/improvements so far. • Why were pupils being excluded, accounting for 11% absence? Lesley confirmed that all exclusions were FEX rather than PEX and that this would only take place following a physical assault on pupils or staff or smoking. Governors expressed some concern on the impact this would have on pupils; Lesley advised that alternative strategies were being considered that would keep the pupils in school e.g. detention, removal of privileges but were wary to avoid impact to transport. JB advised 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>

	<p>successful use of detentions at Brooklands with support of parents and transport and subsequent decline in SI Autumn 2.</p> <ul style="list-style-type: none"> • KW expressed concern regarding the increasing level and frequency of violence that staff were tolerating; Governors echoed this concern and requested scrutiny of Exclusions to be included in Spring 2 schedule. Governors to provide questions to TA by Friday 10th February. • Governors expressed concern re Engagement Girls poor attendance; Lesley advised that the need to engage girls in the curriculum has been recognised and would be reflected in subjects offered in in house AP centre. • Governors were pleased to note the good attendance of Statement and EHCP pupils and queried whether successful strategies could be transferred; Lesley advised that majority these pupils attended Compass and Earthsea bases which by the nature of being both Primary and long term provision and Earthsea pupils on site, lent itself to better attendance. • Governors were pleased to note the high profile attendance was given and amount of work and reviewed case studies to illustrate different approaches across the bases. Governors requested that an example of unsuccessful interventions be included. <p>Governors thanked Lesley for her presentation and were pleased to note the high profile of this area.</p> <p style="text-align: right;">LM LEFT MEETING AT 1800</p>	<p>CHALLENGE</p> <p style="text-align: center;">TA</p> <p>CHALLENGE</p> <p style="text-align: center;">SUPPORT</p> <p>SUPPORT</p> <p style="text-align: center;">LM</p>
6.0	New KS3 Curriculum	
6.1	<p>Jane Maclennan and Becki Crews were welcomed to the meeting and invited to present development progress of new curriculum.</p> <p>Jane advised Governors of rationale behind change where it was recognised that for KS3 pupils on roll for longer than 2 terms, 60% moved to KSO and that 47% pupils were significantly below ARE for Maths and English. Subsequently the curriculum should be adjusted to meet <i>all</i> pupil needs with implementation Sept 17.</p> <p>Governors queried how the curriculum would be structured for different needs. Jane advised that on arrival at SSSfN , pupils are assessed and would enter one of 2 pathways;</p> <ol style="list-style-type: none"> 1. For pupils likely to return to mainstream, a prompt timeline for reintegration would be developed whilst school time would be academically focused on core subjects and classroom based 2. For pupils unlikely to reintegrate, a curriculum to be developed to address their specific learning difficulties based on successful Primary model trialed at Compass which would be topic driven in half termly blocks. Jane explained that successful strategies to address behaviour issues due to lack of engagement/boredom could be transferred to a Secondary model. <p>Becki Crews presented evidence of first trial topic at Compass sites – Fairground- and how the topic was incorporated across all subject areas. She was pleased to advise improved pupil engagement and reduced behaviour issues, evidenced through a pupil questionnaire. Governors raised queries as</p>	<p>CHALLENGE</p>

	<p>follows;</p> <ul style="list-style-type: none"> • How was length of topic determined?; whilst recognising that some time may be too long, a working party comprised staff and students was in process of formation and will have this as an item for discussion • How will this ensure all pupils have the foundations needed to achieve accreditation in Maths and English KS4? In addition to topic work which will build foundation skills, Maths, English and ICT will also be taught discretely • How will progress be measured per pupil? Learning Ladders will be built per topic and used alongside ILP's • How can impact of this new curriculum be evidenced compared to previous methodology? Governors requested a final evaluation at June LGB • Governors queried how new curriculum would be communicated to parents? Jane advised that this would be communicated as part of the whole Sept 17 relaunch and would be considered by working party. Becki advised that for Compass trial, pupils had written letters to parents as part of persuasive writing as well as advice given during regular parent meetings • Staff response during period of staff restructure? Becki advised that staff feedback from Compass was very positive and had re-energized staff and helped realign their expectations/aspirations for pupils- captured in emails. Jane reported staff interest in the topic system and hoped that positive feedback from Compass trial would transfer across SSSfN staff. <p>Governors thanked Jane and Becki for their presentation and hard work with trial topics and hoped that new curriculum trial would continue to be positive and impactful for both pupils and staff.</p> <p style="text-align: right;">JM AND BC LEFT MEETING AT 1635</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE/TA</p> <p>CHALLENGE</p> <p>CHALLENGE</p>
7.0	Pupil Premium Strategy Statement	
7.1	<p>KW advised of recent changes to how PP funds would be more rigorously managed and focused on raising attainment and use of Pupil Premium Strategy Statement, previously distributed, as a monitoring tool. From this, a more detailed Action Plan would be formulated to achieve desired outcomes for Governor review July LGB.</p> <p>Governor queries as follows;</p> <ol style="list-style-type: none"> 1. Was a +5% attendance target for all PP pupils aspirational, bearing in mind importance of attendance. LM advised that this had been determined as a realistic achievable goal for cohort. However, LM was pleased to advise that PP cohort currently demonstrate a positive attendance difference to non-PP pupils. Governors queried how this compared to national PRU attendance rates; LM advised 75.5% SSSfN PP vs 69.5% PRU's =+6% 2. Governors queried why SEMH needs, when identified as an in school barrier to attainment, was not noted within desired outcomes. KW to review and adjust. 3. Governors requested that specific examples of activities planned by Clin 	<p>CHALLENGE</p> <p>CHALLENGE KW</p>

	<p>Psych be added.; meeting scheduled to finalise 10/2/17 and KW to add to statement; will request staff training and individual casework</p> <p>4. Governors queried reallocation and use of funds should total Clin Psych hours not be delivered; KW to consider should hours reduce</p> <p>5. Governors queried role and qualifications of KS3 outreach staff; KW to advise</p> <p>6. Governors queried metacognition. KW advised that all staff would be trained to demonstrate to pupils how to learn best.</p> <p>7. Governors requested PP scrutiny July LGB to ascertain funding impact</p> <p>8. Governors queried whether this template could be used as a monitoring tool in other areas; KW advised could be applied to Sports Premium Grant, Y7 Catch Up grant- from Sept 17</p> <p>Governors thanked Katrina for her presentation.</p>	<p>REQUEST KW</p> <p>CHALLENGE</p> <p>CHALLENGE/KW</p> <p>CHALLENGE</p> <p>TA</p> <p>CHALLENGE</p>
8.0	Governor Monitoring	
8.1	<p>1. CC had attended Locksley; re Attendance Review and was pleased to note that her report correlated with LM's presentation. CC noted the change of personnel in Engagement and requested that governors ensure attendance monitoring of this weaker cohort is maintained.</p> <p>2. CC had attended Locksley re Behaviour Tracker implementation with AP providers and advised of some significant barriers to achieving its implementation in the same way because; awaiting impact of SSSfN curriculum restructure where some sensitivity being shown as bringing AP in house could negatively affect the viability of smaller providers where our pupils are cohort majority and larger providers e.g. CCN already have their own methods; a follow up meeting to follow up Summer 1</p> <p>3. CC had attended Amnesteia event at Locksley and had been impressed with level of engagement and enthusiasm shown by pupils; Governors queried whether any replies received. TA to contact Karen Hobley.</p>	<p>TA</p> <p>TA</p>
9.0	Monitoring Calendar	
9.1	Governors were advised to review calendar and focus visits to Earthsea, Belton, Lingwood and Brooklands. Governors to advise TA of proposed monitoring dates.	ALL
10.0	AOB	
10.1	There was none	
	Date and Time next meeting	
	15/3/17 at 4pm at Locksley School	
Meeting finished at 18.15		

Signed.....

Date.....