

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

18th July 2017 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Jenny Bird - Chair	(JB)	Lynsay Barrett	(LB)	Jan Casey	(JC)
Nigel Wood	(NW)	Sandra Summerfield	(SS)	Laura Sutton	(LS)
Sue Cooke	(SC)	Vicki Setters- Exec HT	(VS)	Katrina Warren- Specialist HT	
James Cox- Secondary Lead DBS – by invitation		Sarah Jones- Earthsea Lead- by invitation		Lisa Dodge- Primary Lead Locksley- by invitation	
Lesley Moore- Data- by invitation				Andriana Sneddon – late arrival TA/Clerk	

No

Item

Action

Meeting commenced at 16.00

1.0 Apologies and Absences

1.1 There were no Apologies

1.2 James Cox, Lisa Dodge and Sarah Jones 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 27/6/17 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"> Governors requested correlation between number SI's and FEX; LM to include following Behaviour Review Autumn term LS to forward materials developed for YP leaving care to prepare them for independence; LS to liaise with JC at DBS 	<p>LM</p> <p>LS</p>
5.0	Student trackers- Secondary	
5.1	<p>James Cox was welcomed to the meeting and invited to present his update on pupil trackers. Summary points as follows;</p> <ul style="list-style-type: none"> Original trials at DBS and Belton Per pupil records by curriculum subject baseline targets Includes interventions/support and outcomes and weekly progress for easy tracking and data to drill down for detail; response to OFSTED that all pupil information is in one place Other aspects can also be included as well as termly summary column; Governors queried recording of use of other agencies involved- included in interventions Pupil voice recorded and next step to use tracker as basis discussions with parents Governors queried practicalities- how will it work in practice; JC advised detailed user guide produced for staff, already working well. Accountability- VS advised fortnightly meetings timetabled in to discuss trackers Where would CP/CAMHs be recorded-VS advised this information not on tracker as document available to pupils SC reported visit to Lingwood saw tracker being used successfully but challenged how trackers will be stored; LM advised this was work in hand but likely system to be devised for Admin team to copy tracker to document in pupil file. 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>
5.2	<p>Lesley Moore was welcomed to the meeting and invited to give an update on Pupil tracker, attached; summary points as follows</p> <ul style="list-style-type: none"> Fully tested fully confident in use Total progress recorded per week following staff feedback Governors queried how tracker could be altered if pupil consistently over achieves targets-LM advised more difficult to set targets for secondary pupils but that they are very much based on pupil ability so that more able pupils will have higher targets. All pupils have aspirational targets based on standardised testing to give a secure measure of ability. However, moderation exercise to be carried out to double check soundness of data in first year. Governors queried whether targets could be downgraded; VS advised that 	<p>CHALLENGE</p> <p>CHALLENGE</p>

	<p>targets will not be reduced for non-engaged/non attending pupils but strategies introduced to improve negative areas.</p> <ul style="list-style-type: none"> • Governors queried how calculated where a pupil should be- LM advised use of LLs in Primary and Compass and Earthsea where pupils have a target of 100 points progress from baseline each year but Secondary calculates difference between start and end • Governors queried how they can be assured that pupils are working at mainstream level; VS advised for those pupils following GCSE pathway, would be on standard curriculum and this would be assessed midway through course. Have been advised not to advise pupils of grade working at or predicted but that demonstrating progress builds self-esteem and aids progress alongside expectation that pupils will leave with qualifications. • Governors were assured that SSSfN had concrete aspirations for its pupils in that Primary pupils should leave with the skills to manage a mainstream place having caught up with their peers academically and that Secondary pupils would leave with qualifications and ability to maintain a placement post 16. <p style="text-align: right;">AS JOINED MEETING AT 1635 LM AND JC LEFT MEETING AT 1635</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT</p>
6.0	Primary Curriculum	
<p>6.1</p>	<p>Lisa Dodge and Sarah Jones were welcomed to the meeting and invited to present development of Primary curriculum.</p> <p>Lisa advised Governors of rationale behind development- had investigated current curriculum against National Curriculum and identified some missing statutory requirements and limited progression as well as change in cohort to younger pupils staying longer. To ensure no gaps in children’s learning and to align offering more closely with mainstream, had mapped out topic based curriculum for KS1+KS2 based on previous topics of pupil interest and now confident that if pupils remain at SSSfN for 4 years, they will have covered whole national curriculum. Both Maths and English have been covered in same way and now developing Science, PSHE and Computing; all linked to LLs. Topics are transferable across bases</p> <p>Governors queried flexibility of timetable and were assured that topic timescales were flexible enough dependent on needs of pupils and differentiation requirements. Hooks, to encourage engagement, were built in during term and for new joiners midterm.</p> <p>Governors queried resource requirements; VS advised resources had been accounted for in budget so there was no reason for non-delivery</p> <p>Governors queried pupil influence/voice on development of curriculum-LD advised apparent in topic choices identified by working party and through midyear pupil review. SJ advised end of topic pupil reflection would be valuable additional tool.</p> <p>Governor’s queried parental involvement- LD advised end of topic opportunity for presentations/ exhibitions/shows for families.</p> <p>Governors were pleased to note sound basis for development and would look forward to updates in new year.</p> <p style="text-align: right;">LD AND SJ LEFT MEETING AT 5PM</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT</p>

7.0	Committee Chair	
7.1	Chairing of Committee will continue on a rotating basis for 2017/18. Chairs as follows; Autumn= LS Spring=SS Summer=NW	
8.0	2017/18 Calendar	
8.1	Revised meeting dates distributed for information.	
8.2	2017/18 Work planner distributed for information	
8.3	Governors agreed target x1 Governor monitoring visit per term- allocated Sept-Dec; see attached.	
9.0	AOB	
9.1	There was none	
10.0	Date and Time next meeting	
10.1	17/10/17 at 4pm at Locksley School	
Meeting finished at 18.15		

Signed.....

Date.....