

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

22ND November 2016 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Jenny Bird - Chair (JB)	Lynsay Barrett (LB)	Cath Catt (CC)
Sandra Summerfield (SS)	Sue Cooke- Link Director (SC)	Jan Casey (JC)
Vicki Setters- Exec HT (VS)	Katrina Warren- Head of School Specialist (KW)	Nikki Butterworth- by invitation
Jane Maclennan – 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 Laura Sutton Nikki Butterworth and Jane Maclennan were welcomed to the meeting	
2.0	Declarations of Pecuniary Interest	
2.1	SS advised new declaration of membership of partnership group involved in offering services to families and children; no impact on agenda items.	
3.0	Previous Minutes	
3.1	Minutes of previous meeting 20/10/16 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 that 57 children on waiting list. VS advised that 92 PEX have been advised since start term across age range including 3 LAC pupils on list. Governors	

	<p>queried whether virtual school had been advised; KW to verify. Governors queried what impact increased LAC numbers had; KW advised that more LAC admitted to SSSfN across age range and many with attendant high R/A's had a marked impact on staff although it was noted that less LAC were originating from west Norfolk due to the possibility of more inclusive practice?.</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 via CIF funding bid. • C/F LM had advised ongoing problems with taxi service at Rosebery and impact this has on attendance. COG and Vice with LM to provide draft letter to LGB for approval. • VS advised that current PP report would be revised. • Outstanding missing SEN codes; VS to revert • Governors requested notation of pupil as being in Kinship Care; VS to investigate if possible via SIM's 	<p>CHALLENGE</p> <p>CC</p> <p>VS</p> <p>VS</p> <p>VS</p>
5.0	English Scrutiny	
5.1	<p>Nikki Butterworth, 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"> • SS queried where KS30 pupils were taught; NB advised that facilities were available at East Coast Activities and Respc4Us AP providers and that collaborative working allowed some pupils to aim for GCSE level and was good evidence of impact PP expenditure. • SS queried how liaison is managed with mainstream school for those pupils in transition; VS confirmed that all work and skills attained are transferred to new school and Learning Ladders gave in depth data, which, being skills based would be applicable for use with any text they may be studying. • Governors queried whether skills achieved in English were transferable to other subjects; NB advised not just yet but cross curricular links were being developed and it was hoped that future schemes of work will have links to allow all subjects to contribute to each other's LL's. • Governors queried the range of Intervention programmes available and being used; NB advised that particular interventions for Low attainers will be reinvestigated TY and that catch Up Literacy interventions with TA's are used for pupils with low reading ages. VS advised that introduction new curriculum from September 17 will introduce a dedicated morning 15minute slot for child specific interventions to be delivered for both academic, social, emotional or mental health needs by trained staff. • VS advised that due to radical change in English dept., a 2 term development post has been internally advertised to review curriculum for KS3+4 to specifically develop the curriculum to ensure the best it can be and ensure proper links with LL's. <p>Governors thanked Nikki for her presentation and were pleased to note the</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>

	stretching targets set for the department this year	SUPPORT
6.0	English-Locksley Secondary	
6.1	<p>Jane Maclennan, was welcomed to the meeting and invited to make her presentation summarised as;</p> <p>Subject currently undergoing review with learning walks observing pupils working hard, engaged in lessons and behaviour tracker demonstrates rare calls to dept.</p> <p>Recent student survey had generated good feedback</p> <p>Pupil grids and individual progress meetings and staff meetings inform interventions required. Recognised that pupils with poor literacy has an impact across the curriculum- recommend introduction ARROW system</p> <p>Plans to raise literacy subject profile by increased school displays, introduction activities e.g. spellathon, reading B's, poetry competitions, caption competitions.</p> <p>Governors thanked Jane for her presentation.</p>	
7.0	English-Brooklands Primary	
7.1	<p>Jenny Bird reported that despite a relatively new team at Brooklands, good pupil progress in English was being seen as a direct impact of introduction Learning Ladders and pupils were gaining in confidence from progress demonstrated by point's progress.</p> <p>Half termly report cards are produced per pupil and colour coded termly reporting sheets to quickly highlight areas of concern and celebration and ease of group/ subject comparisons .Plans to roll out reports across Primary this year and to Secondary once LL's embedded.</p> <p>Governors were concerned that it would take longer to compare complex subjects with simpler subjects; JB assured Governors that auto comparison was built into the LL's system to reflect previous comparisons across subjects.</p> <p>Governors were impressed with the work and effort put in by all staff in embedding LL's into working practice and thanked Jenny for her presentation.</p> <p style="text-align: right;">NB AND JM LEFT MEETING 5.20PM</p>	<p>CHALLENGE</p> <p>SUPPORT</p>
8.0	Update ARROW intervention	
8.1	<p>KW updated Governors on ARROW intervention scheme which is an online intervention for reading and spelling with a proven record of sustained learning. Following a successful trial at Earthsea base with excellent results, see report attached, ARROW is being rolled out across Primary phase funded by PP; Governors will expect to see results next year.</p> <p>Governors queried up to what age would the use of ARROW be appropriate; KW advised ARROW can be used up to age 16 using Personal Spelling Profiles and that older pupils could manage the system themselves thus less staff training would be needed.</p> <p>Governors queried session length to achieve noted results; KW advised regular 5-15 minute sessions using professional judgement as to pupil engagement.</p> <p>Governors queried any drawbacks to scheme; KW advised that it was expensive and demanded commitment to submit results and that training was not transferable.</p>	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p>

	Governors queried how this intervention differed from Catch Up- KW advised that Catch Up focusses on comprehension rather than spelling and reading and that the packages could be run in parallel or Catch up applied for those pupils with less need.	CHALLENGE
9.0	Governor Monitoring	
9.1	<ol style="list-style-type: none"> 1. SS had attended Pott Row and raised concerns re building condition, repair broken windows and uninspiring learning environment in mobile classroom; VS advised that some work was being carried out in mobile to cheer the environment and TA to follow up with Facilities manager window repairs. VS advised request for a permanent member XLT located at Pott Row. 2. CC reported on Esafety and expressed her thanks to LM for her work in this area 3. SC advised that recent LAC training had advised need of report to Governors- SC to provide for next LGB 	CHALLENGE TA SUPPORT SC
10.0	Governor Monitoring	
10.1	TA thanked Governors for carrying out visits and advised staff appreciation and the opportunity for Governors to provide a level of scrutiny that may be missed by staff. Governors booked visits for Spring term 2017	KLLSL
	Date and Time next meeting	
	06/02/17 at 4pm at Locksley School	
Meeting finished at 17.55		

Signed.....

Date.....