

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

20th September 2016 @ 1600

Locksley School, Locksley Road, NR4 6LG

Attendees

Jenny Bird (JB)- Chair	Lynsay Barrett (LB)	Cath Catt (CC)
Vicki Setters- Exec HT	Katrina Warren- Head of School Specialist	Jenna Keyes- 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 Laura Sutton, Tony McGhee, Sue Cooke and Jan Casey. Jenna Keyes was welcomed to the meeting	
2.0	Declarations of Pecuniary Interest	
	There were none	
3.0	Previous Minutes	
	Minutes of previous meeting 12/07/16 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">CC queried opening NOR and capacity; VS advised that SSSfN was close to capacity already having received 24 PEX since beginning term across all phases; expectation would reach capacity before October half term and VS assured Governors that she was fully aware of maintaining capacity and not exceeding.	CHALLENGE

	<ul style="list-style-type: none"> • VS has met with LS and 2 external advisors and had discussed Student Voice project and involvement in redesign of Secondary curriculum; however it had become apparent that there would be a charge for this and VS awaiting quote. Governors were concerned re possible conflict of interest; TA to follow up at LGB with LS. • VS updated Governors on Curriculum development for next year. Following recognition that KS3+4 curriculums not fit for purpose and poor exam results TY, it is proposed that Core and Engagement are merged with individualised timetables facilitated by bringing some AP on site. This would give the benefit of flexibility of what pupils do and quality assure provision although physical space could be a restraint; VS advised that new Engagement Leader was demonstrating a great depth knowledge of vocational courses and qualifications and this will be exploited in planning meeting to progress this forward for implementation September 2017- see point 7. • 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>CHALLENGE TA</p> <p>LGB</p>
<p>5.0</p>	<p>Committee ToR</p>	
<p>5.1</p>	<p>CC proposed revised Committee ToR, attached, seconded by LB and unanimously accepted.</p>	
<p>6.0</p>	<p>Scrutiny- Science</p>	
	<p>Jenna Keyes was welcomed to the meeting to make a presentation – Governor challenge questions attached as well as presentation script.</p> <p>Points to note as follows:</p> <ul style="list-style-type: none"> • Stable staff team with good mainstream experience, focused and sense of direction • Introduction Learning Ladders linked to qualification outcomes and specific Science ladder developed to respond to skills based AQA qualification • Jenna explained to Governors about progress points with potential to achieve 100 points each year. CC queried how new GCSE gradings will impact; VS advised that all pupils are encouraged to gain as many points as possible as having more skills is likely to result in better grade. • CC queried TY's results; VS advised best results from DBS where more focus on qualification requirements; Locksley had entered more pupils but as a later introduction and given as pupil choice resulted in, less good 	<p>CHALLENGE</p> <p>CHALLENGE</p>

	<p>results.</p> <ul style="list-style-type: none"> • CC queried if Y11 pupil arrives late, what arrangement could be made for them to take qualification they had been studying for in home school; VS advised that if possible the pupil may sit the examination as an external candidate at their previous school. • JB queried next steps for developing the Science curriculum; JK advised introduction of AQA Synergy from 2018, a more topic and practical based course, team leader meetings will be used to plan. Introduction at KS3 Exploring Science SoW, skills based. Introduction joint learning activities across bases and some cross collaboration with Compass and Pinetree colleagues planned. VS advised of visit Core Secondary staff to Pinetree to introduce Learning Ladders and identify where appropriate support can be given. • CC queried moderation system; JK advised that pupil books are checked and assessed at end of each work unit and books are cross checked at team meetings for marking consistency. JB advised that at Primary level a moderation grid has been developed where books are checked by another staff member to independently prove evidence of progress; JB mail grid to JK • JB queried what further training has been identified for both teaching and support staff? JK advised that joint planning meetings are now taking place as well as regular meetings planned to review long and short term needs. Staff have also accessed on line AQA training and County Science support Network attended. Some progress to be made with linking in with mainstream high school training sessions. • Governors queried which groups were making poor progress; JK remarked on noticeable decline of girl's progress -13% LY and poorer progress at DBS. It was hoped that LL will facilitate earlier interventions and other interventions need to be identified for raising female progress; JK recognised that teachers needed to keep up to date with rolling cohort to enable differentiated learning to be delivered. 	<p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>JB</p> <p>CHALLENGE</p> <p>CHALLENGE</p>
7.0	Curriculum planning	
	<p>VS advised that planning process for 2018 had started with Engagement lead and Assistant Head within current resources and exploring possibility of sharing resources between Locksley and DBS for KS3+KS4. Area of focus to develop Arts curriculum e.g. photography, nail art, hair and beauty, music sound mixing and track deconstruction.</p> <p>Plans to explore space, timetable impact, staffing needs and skills.</p> <p>Governors queried timescale; VS advised final proposal by Christmas 2016 for implementation September 2017</p>	<p>VS</p>
8.0	PP	
	<p>TY's grant =£230,065</p> <p>Expenditure plans TY:</p> <ul style="list-style-type: none"> • Maintain 3x SSA's to improve progress and attendance PP pupils in engagement DBS, Locksley and Rosebery; some impact noted on PP 	

	<p>attendance Spring 2 halting a declining trend. TY reports to be produced half termly to enable continued monitoring of impact and good practice shared; Governors to review in Spring scrutiny</p> <ul style="list-style-type: none"> • VS advised that in response to recognised need for IAG officer, IAG lead has been appointed for one year secondment using PP funds to improve NEET Engagement for Locksley and DBS, by developing relationships with FE /apprenticeship providers • Arrow intervention package; impact and continuation to be assessed Christmas 2016 • Possible introduction Counselling facilities to address current drive and SDP objective 5 • Possible use of PP funding to improve progress and attainment of higher achieving pupils 	
9.0	AOB	
	There was none	
10.0	Date and Time next meeting	
	20/10/16 4pm at Locksley School	
Meeting finished at 17.15		

Signed.....

Date.....