

Short Stay School for Norfolk

Standards Committee Meeting

Minutes

21ST November October 2017 @ 1600

Locksley School, Locksley Road, NR4 6LG

| Attendees | | | | | |
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| Laura Sutton - Chair | (LS) | Lynsay Barrett | (LB) | Nigel Wood | (NW) |
| Sandra Summerfield | (SS) | Vicki Setters- Exec HT | (VS) | Ant Kennedy- HoS | (AK) |
| Nicky Perretta- Transitions lead by invitation | | Lesley Moore- Data- by invitation | | Andriana Sneddon –TA/Clerk | |

| No | Item | Action |
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| | Meeting commenced at 16.00 | |
| 1.0 | Apologies and Absences | |
| 1.1 | Apologies – Sue Cooke, Jenny Bird and Katrina Warren | |
| 1.2 | Lesley Moore and Nicky Perretta 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 17/10/17 were accepted as a true and accurate record with no amendments and were signed off by Chair. | |
| 4.0 | Matters arising | |
| 4.1 | Matters arising addressed as follows; <ul style="list-style-type: none">Behaviour Improvement Plan formulated following Behaviour Review and kept in tandem with SIDPVS confirmed that Behaviour Curriculum for hard to reach KS3 cohort is in development. | |
| 5.0 | Transitions | |
| 5.1 | Nicky Perretta- Transitions Lead was welcomed to the meeting and invited to | |

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| | <p>present summary of Transition work, SOAP previously distributed and attached. Points to note as follows;</p> <ul style="list-style-type: none"> Initial work had been to determine what was actually happening and what needed/ should happen and resultant appointment of Transitions lead and IAG Coordinator. IAG Coordinator works with all Y11 pupils on arrival at Assessment and onwards to ensure Y12 plan achieved IAG events of speed interviews and mock interviews planned as valuable tool for feedback and confidence building More effective management of pupils on waiting list with establishment of Lodestar and actual educational provision to these pupils <p>Governors points of challenge as follows;</p> <ul style="list-style-type: none"> Is there a secure tracking system for transfer of safeguarding files- NP confirmed that staff use NCC model referral form which has this delineated, as does NCC handover sheet and all staff make additional verbal enquiry and requests if file exists. Typical transition time back to mainstream place- NP advised this could take weeks and lead times often delayed if visits and transport issues need to be resolved What was being done to facilitate more transitions to mainstream ?- NP advised acceptance of SSSfN pupil largely based on trust and relationship with RAO's, this being an area of focus, alongside transparency and care in placing pupils in appropriate school, itself determined by knowledge of the school. Governors queried view of SSSfN by schools- NP advised regarded as a sinbin/ threat with no value as a school.NP advised appointment of Fair Access Manager who will have power to direct schools to accept pupils and this could be to the detriment of placement; further need for relationship between RAOs and schools. Any correlation between high PEXing schools and reluctance to take SSSfN pupils?- VS advised this complex. Whilst there is noticeable improvement in West to take more pupils and that low PEXing schools were generally reluctant to take excluded pupils, it was clear that schools fell into 2 main groups- those that were inclusive and those that once pupil PEX'd they were someone else's problem . NP advised Norwich Opportunity Area key focus is to reduce number PEXs and consideration Charter for schools to be inclusive and to reduce PEXs with support to achieve this provided as well as investigation into what had worked previously and how this could be reintroduced. Initial work would be funded by NOA but if successful, expectation would be self-funded by schools. Governors would be interested to see impact of this on numbers PEXs and reintegrations- review Summer 2018. Request further explanation of staff behaviour expectations- NP advised that expectations of staff working in PRUs has dramatically changed and was now more in line with mainstream placements. As such, some staff finding it difficult/ refuse to accept that behaviour expectations of pupils were no longer purely pastoral and that this has been recognised as contributing to undoing school habits very quickly. In response, school uniform will be introduced for all KS4 pupils after Christmas 2017 and high behaviour expectation will be visible too. LS suggested use of mentors- retired –who could offer support and ease anxiety for pupils; VS/NP to consider and liaise NP advised use of Connect eb as a valuable resource, with plans to provide mentoring over 4 sessions for yrs. 7-10 pupils to cover positive | <p style="text-align: center;">SG CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> <p style="text-align: center;">VS/NP</p> |
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| | <p>thinking, confidence building and discussion possible pathways and opportunities post 16. Will be arranged via IAG and Secondary leaders</p> <ul style="list-style-type: none"> • Governors queried impact on pupils refused a school place; NP advised refusal not communicated to pupil but that impact on self-esteem and confidence of non-placement of a school ready pupil could be huge. • Governors suggested use of older citizens as mentors- NP to explore for use during mock interviews and speed interviews for Autumn term 2018 • Governors were concerned regarding Primary pupils; NP advised increasing numbers pupils PEX'd in this group over past 4/5 years with specialist needs and in need of EHCPs- whilst EHCPs can be completed at SSSfN, the availability of specialist placements is severely limited and likelihood that these pupils will remain at SSSfN longer as reintegrations proving extremely difficult • Governors queried what LGB could do to support ongoing work; liaise later re possibility using older mentors, review NOA Charter impact Summer term. <p>Governors thanked NP for her presentation</p> <p style="text-align: right;">NP LEFT MEETING AT 1635</p> | <p>CHALLENGE</p> <p>NP</p> <p>SUPPORT</p> <p>SUPPORT</p> |
| 6.0 | IAG Transitions Plan Onward Paths | |
| 6.1 | <p>Lesley Moore was welcomed to the meeting and invited to present summary of analysis of Onward Paths for SSSfN pupils, previously distributed and attached, with points to note as follows;</p> <ul style="list-style-type: none"> • Evidence is data driven and is used to identify internal and external issues/barriers to movement thus allowing these areas to be targeted • Onward path for every pupil is scrutinised on a weekly basis. Next step is to scrutinise pathway in combination with behaviour data • Increasingly pupils on roll requiring specialist placement with EHCP and especially at Primary. Governors expressed concern as above that these pupils were essentially blocked by length of time obtaining EHCPs and lack of specialist places to move on to as well as unwillingness of Primary schools to reintegrate. NP advised possibility that Fair Access may direct pupils in to schools • Governors wanted to understand the upward spike in Primary aged pupils- advised due to medical advances and that schools not equipped to support these pupils as they reach school age. • Governors queried use of SRBs- advised specialist behaviour units now closed but that remainder accept mainstream pupils only. • Other pressures- Locksley Secondary pupils difficult to reintegrate due to pupils generally known to city schools- close proximity and HTs reluctant to accept but with work of RAOs hopeful this will improve. • Governors queried what LGB could do to support ongoing work; LM advised that governors should await the next report to review EHCP requirements at Primary levels- TA to add to calendar <p>LM was invited to present summary IAG to Y11, previously distributed and attached, with points of note as follows;</p> <ul style="list-style-type: none"> • Very comprehensive document developed incorporating vulnerable groups, | <p>LM</p> <p>SUPPORT</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>CHALLENGE</p> <p>SUPPORT TA</p> |

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| | <p>MAAT, current academic pathway and RONI (risk of NEET indicator) to track progress towards Y12 destination. LM advised that MAAT pupils will be a particular focus TY</p> <ul style="list-style-type: none"> • In addition, staff reminded to add data to Pupil tracker • Governors queried what could be done to better prepare Y11 high risk of NEET- LM advised appointment IAG coordinator who will plan college applications with pupils and arrange and accompany to interviews, encouragement of apprenticeships. Governors queried use of older mentors to support in this area- for consideration but possibility some logistical issues • VS was pleased to report that 2016/17 Y11 cohort 73% EET and still there and 20% NEET- staff working with CCN to ascertain why ex pupils withdrawn from enrolled courses. <p>Governors thanked LM for her presentation</p> <p style="text-align: right;">LM LEFT MEETING AT 1705PM</p> | CHALLENGE |
| 7.0 | Behaviour Review | |
| 7.1 | <p>Ant Kennedy was welcomed to the meeting and invited to present the Behaviour Review SOAP, previously distributed and attached. Points to note as follows;</p> <ul style="list-style-type: none"> • Review carried out Autumn term by Ant Kennedy and Sam Jackson • Some policy reviews undertaken- for ratification LGB • Ongoing desire for SSSfN to reflect more mainstream practices and habits to aid reintegration • Development of reflection rooms at bases- Governors queried whether staff were confident in nature of room and how they should be used; AK confirmed that these rooms were not used as a punishment/threat but used at a suitable time after an incident as a calming space and as a place for pupil to sit and consider why an incident arose and what behaviours/actions could be managed differently. Whilst not yet fully embedded, staff advised that spaces at Belton and Earthsea are viewed positively by pupils there • Introduction KS4 uniform, fostering school habits and in response to Pupil Voice requests, from January 2018; Governors queried support for families experiencing financial pressures; VS advised that some PP funds available • Introduction of Reward system with build up to free trip; Governors queried funding; VS advised some budgetary allowance and possible availability FONVYP charitable donations. <p>Governors thanked AK for his presentation</p> | <p style="text-align: center;">TA</p> <p style="text-align: center;">SG CHALLENGE</p> <p style="text-align: center;">EQUALITIES CHALLENGE</p> <p style="text-align: center;">CHALLENGE</p> |
| 8.0 | Update PORIP 4-Next step provision | |
| 8.1 | Covered as above | |
| 9.0 | Pupil Voice Update | |
| 9.1 | <p>The meeting acknowledged there are two strands to consider when discussing Pupil Voice, issues being addressed directly by the Leadership Team and work being undertaken by the Governors.</p> <p>Leadership:</p> <p>VS advised establishment School Councils in all bases and majority pupil</p> | |

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| | <p>comments/recommendations sensible and in action.</p> <p>Establishment Head Boy and Head Girl in each base reflecting mainstream school practice and maintaining mainstream habits.</p> <p>Behaviour Review via pupils demonstrated that every pupil felt safe and well looked after.</p> <p>Governors:</p> <p>Consultations with pupils are ongoing, this term the aim is to visit Specialist bases and capturing feedback for amalgamation into report Spring 2018; next step to proceed with telephone contact with parents.</p> | <p>WORKING PARTY</p> |
| 10.0 | Governor Monitoring | |
| 10.1 | Governor monitoring reports C/F to next appropriate meeting | TA |
| 11.0 | AOB | |
| 11.1 | During the meeting there was discussion regarding the frequent use of abbreviations/acronyms in reports and agreement that it would be helpful to have a summary/key of these terms available to the Governors to enhance understanding. | TA to ensure All report writers to be aware in prep for meetings. |
| Meeting finished at 17.30 | | |
| Next meeting 30/01/18 at 4pm | | |

Signed.....

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