

LANGLEY FITZURSE C OF E PRIMARY SCHOOL
MINUTES OF STANDARDS & PERFORMANCE MEETING HELD ON
MONDAY 21 JANUARY 2019
AT 18:00 HRS AT LANGLEY FITZURSE SCHOOL

Present

Richard Hearn Euan Sudbury James Osler
Chris Steen Anita Ellis (until 7.06 pm) Liz Howe (Clerk)

NOTE: Italics have been used to indicate occasions when governors challenge or test the school.

1. **Prayer** – Euan began the meeting with a short prayer.
2. **Register of Pecuniary Interests** – this was duly signed.
3. **Apologies** – Liam, Jan & Johanna
4. **Minutes of the Previous Meeting (Wednesday 21 November 2018)** – The minutes were approved by the governors and duly signed.
5. **Review of Actions from the Previous Minutes (Wednesday 21 November 2018)**

SP17/5.6	Ongoing – new policy software. Waiting for feedback from other schools on the products they use
SP19/7.1	Completed
SP19/7.3	Completed
SP4/10.2	Ongoing – Richard to email data on the expected Yr 6 SATs grades to Liz for uploading to the governor portal
SP21/11.1 – SP21/11.3	Completed
SP21/11.4	Richard to clarify what we want a tutor to cover with our more able mathematicians
SP21/11.5	Completed – Harriet will become our Early Years Link Governor
SP21/11.6 – SP21/11.20	Completed

6. **Ofsted Update** (a report was circulated prior to the meeting)
 - i. Richard reported that today was the first time he has been able to discuss Ofsted's findings at a staff meeting.

- ii. He thought that there were lots of positives in the report, including the family feel of the school, its broad and interesting curriculum and the good behaviour and politeness of the pupils.
 - iii. The Ofsted Inspector identified the following three next steps for the school:
 - To ensure that teachers provide the most able pupils with more challenging tasks in mathematics in key stage 1 so that more achieve the higher standard by the end of Year 2.
 - To ensure that the most able pupils in key stage 2 write with a high standard of spelling, handwriting and punctuation.
 - To ensure that leaders' plans identify precisely how their actions will improve pupils' progress and achievement and how governors will check the impact of the improvements.
 - iv. Richard will add these new actions to the School Improvement Plan. **ACTION (A22/1.1): Richard**
 - v. Christie and Richard will challenge KS1 teachers re maths, and Johanna and Richard will challenge KS2 teachers re spelling. The children will also be encouraged to challenge themselves to find any errors, using 'purple pen'. Richard stressed that our teachers are well aware of their responsibilities, and are already looking for ways to improve.
 - vi. Richard stressed the Importance of the Keeping Children Safe in Education (KCSiE) statutory guidance, and suggested that Chris should pull out a bullet point or two from it for each FGB meeting under the Safeguarding agenda item. **ACTION (SP21/1.2): Chris** He also thought that governors should do a free online safeguarding module annually, possibly at the Annual Review of School Day.
 - vii. Richard added that we remain a good school and should celebrate the fact. *Euan asked if there is any indication of where we need to be in 4-5 years to achieve an 'outstanding' judgement.* Richard replied that we will have a better idea when the new Ofsted framework is published with its promised broader, less data driven, approach.
 - viii. David congratulated everybody on a good result.
7. **Term 2 Data** (the information was shared with governors on the portal and extra data was distributed at the meeting)
- i. James reported that he has indicated where cohort numbers have changed during the year, eg we started term 1 with 12 x Year 3s and now have 17.
 - ii. As requested by the governors, James has split out the non SEN PPG children, and found that these children are making expected progress.
 - iii. The Year 2 data gives some cause for concern, and Richard will discuss the reasons for this with Johanna. **ACTION (SP21/1.3): Richard**

- iv. The governors also noticed that Year 6 attainment for writing and maths is in decline. *Euan asked if Christie is being a bit harder on the children than her predecessor.* James replied that this may be a consideration, but she has been using SATs papers to help her judgement.
- v. Richard shared progress measures for Year 6 comparing term 1 and term 2, as well as KS1 and KS2 scores, split out by gender. The governors noted a definite improvement in term 2.
- vi. The next step is for Richard to talk to teachers about pupil progress. *Anita thought that governors really need to know the outcome of these conversations in order to discuss the data properly, and that this meeting should have been postponed until after they had taken place.* It was agreed that future S&P meetings will be put back to allow for this.
- vii. Richard appreciated the challenge from the governors re data, and restated our goal to support our high achievers to achieve greater depth.

8. School Improvement Plan (SIP)

- i. Richard assured governors that the SIP will be rag rated and consolidated in time for the FGB meeting on Monday 11 February 2019.

9. Interventions (a report was circulated at the meeting)

- i. Richard finds the Wiltshire Graduated RS Support scheme useful at Lacock, and is keen to introduce it here. It is a document with hyperlinks that helps teachers target support and informs their conversation with the SENCO.
- ii. He thinks that we need to look at teachers rather than TAs doing interventions.
- iii. *Euan asked how many interventions are taking place at the moment.* James will talk to Johanna and find out the number of interventions taking place and the year groups they are targeting. **ACTION (SP21/1.4): James**
- iv. *Euan asked how interventions impact work load, and whether it is an issue.* Richard believes that it is, as we have a tiny number of TAs for a school this size, and are missing Rachael Flynn, who is still on sick leave. As there is no TA support in Chameleon, Christie is having to pick up the interventions herself. He concluded that there is more need for interventions than we have capacity for. David would like to put different budget pots together to pay for another TA. Richard felt that this needs to be balanced with the need to carry forward enough budget surplus to cope with next year's lean income.
- v. Euan felt that we need to summarise the position and decide whether we need more resources.

10. AG&T Provision

- i. James and Richard have discussed this., and produced a list of AG&T children. Teachers have more challenging tasks available in the classroom, but we have not spent time on this recently.

- ii. Euan asked if we can get additional support for the more able children. Euan will ask Anne Dixson if she can help re English, and David Bloomer for Maths. The governs thought that an hour per week would make a difference. **ACTION (SP21/1.5): Euan**

11. **Updates on School Visits**

- i. Chris is coming in soon to do a Safeguarding Audit.

12. **Policies**

- i. Liz working on policy list.
- ii. Richard has just appointed a new Finance/Buildings person at Lacock, and hoped that they will liaise with Chris re amalgamation and streamlining.
- iii. It was noted that the School Bus has loads of model policies available, but does not keep a record of policies.
- iv. Liz is to check if it includes sign off and proactive deadline management.
ACTION (SP21/1.6): Liz

13. **Any Other Business** - none

14. **Date of Next Meeting:** *Monday 18 March 2019, 6pm at School- please note the date change (previously Monday 11 March 2019)*

The meeting ended at 7.40 pm.

LIST OF ACTIONS

- SP17/5.6** New policy software - waiting for feedback from other schools about the products they use
- SP4/10.2** Richard to email data on expected Yr 6 SATs grades to Liz to upload to the governor portal
- SP21/11.4** Richard to clarify what we want a tutor to cover with our more able mathematicians
- SP21/1.1** Richard to add the new actions from the Ofsted report to the SIP
- SP21/1.2** Chris to take a bullet point or two from KCSiE to each FGB Meeting
- SP21/1.3** Richard to discuss the Year 2 term 2 data with Johanna
- SP21/1.4** James to find out the number of interventions taking place and the year groups they are targeting
- SP21/1.5** Euan to ask Anne Dixon (English) and David Bloomer (Maths) if they can work with our AG&T children for an hour a week
- SP21/1.6** Liz to check if School Bus includes sign off and proactive deadline management re policies

