

**Minutes of the meeting of St. Giles Governing Body Achievements & Standards
Committee held on Wednesday 8th May 2019 at 6.00 p.m.**

PRESENT:

Ken Morcombe – Committee Chair, Virginia Marshall - Head Teacher, Paul Thirkettle, Karen Skeets, Caroline Horgan,

ALSO PRESENT:

Katherine Lewis - Head Teacher Designate, Colin Milsom – Clerk

1. Apologies and welcome

There were apologies from Beverly Hayllar and Michael Swadling.

2. Presentation – Pre Key Stage Standards (PKSS)

At the present time the school was involved in pre key stage moderation in the three identified core subject areas along with St. Nicholas School and 5 moderation meetings had been planned which involved a wide range of Croydon schools, not just special schools and these meetings had been very well attended. The committee was given a copy of the flyer which advertised the meetings.

Q. Were there any LA representatives at these meetings?

A. Yes there were at least two on 2 occasions, for maths and writing.

There were two meetings for writing, two for maths and one for reading. The school had been involved in the initial stages of piloting carried out for the DfE and draft documents had been provided on which the school had provided feedback. The school now had the published PKSS which were being used. It was noted that the PKSS were not just for pupils with delayed development, but also for EAL pupils. The presentation continued with a brief PowerPoint presentation and video prepared for the DfE which explained the rationale for the changes and the removal of P scales above level 4. Levels 1 – 4 would cease to be used by 2020/21 when they would be replaced with new guidance but as yet this had not been published. This new documentation was not a method of tracking progress which all schools would still need to do, but only an end of key stage assessment, and as such each school would need to devise a method of tracking which would link to the expected outcomes defined in the PKSS. The early years profile and development bands would continue to be used.

Q. How will the end of key stage assessment be used to plan future targets?

A. It will set a level and from this the school will be able to forecast a possible level of progress and a target for the pupils to achieve. Ongoing analysis of the progress will identify where there might be barriers to pupils learning which need to be dealt with.

P scales had a degree of flexibility which allowed for a best fit but the PKSS had very clear and specific expectations with set levels so there was no flexibility. The Engagement profiles due to be used in 2020/2021 and designed to replace P1- 4 were not yet published but would need to be reviewed to see how they could be applied once they were available.

It was agreed that irrespective of the assessments there needed to be appropriate continuity but that this had to be based on being able to motivate pupils through their

own areas of interest as, if they either were not interested, or lost interest, they would not engage in learning.

The school had produced a range of documentation to support assessment and the moderation of data and there would continue to be a need to have evidence to support judgements. Committee members were given a copy of the current timetable for this term.

The chair stated that he would attend the writing moderation being held on the 16th May.

Committee members were then provided with copies of the PKSS documents for Key Stage 1 and Key Stage 2 which they could read and review at their leisure.

Caroline Horgan was thanked for her presentation.

3. Pecuniary Interests

There were no declarations of pecuniary interest in relation to any of the agenda items.

4. Minutes

The minutes of the Achievements & Standards Committee meeting held on the 23rd January 2019 were agreed as a correct record of the meeting and were signed by the Committee Chair.

5. Matters Arising and referred items

Careers & Work Experience – The member of staff who had been managing this would be leaving and another TA would be taking over responsibility for managing this.

Q. Will there be an opportunity for a handover?

A. yes this is already happening.

Grants – The chair advised that Santander had changed the way in which they offered grants via their staff and the school would not be eligible for the same type of grant. If a member of staff undertook fundraising then there was the opportunity to claim matched funding and this would be followed up.

Mencap – The club was still being run at the school however the attendance was still very low with only one participant at the present time. It was suggested that the advertising of the club should be changed and included in the Carers Newspaper as well as the school newsletter.

Saturday Club – Although this formed part of the LA local offer, the school had issued a notice to terminate its management of the club but to date there had not been any response from the LA.

Q. How many students participate in this?

A. There are usually around 10 but the actual number who are listed as eligible is higher.

Q. Is this quoted as part of a student EHCP?

A. No it is not.

The head teacher was requested to follow this up with the LA again.

There were no other matters arising from the minutes which were not covered by agenda items.

6. Feedback on governor monitoring visits

Karen Skeets had an appointment to look at the impact of yoga on pupil mobility and wellbeing and would be in the school next week.

The chair had followed up on assessment during February with the deputy head. He would also be reviewing preparation for school trips which would include the KS4 life skills visits and the next pupil sleepover. This would include the planning as well as the risk assessments

Q. What is the basis for the choice of visits and activities?

A. Curriculum / life skills as well as other areas of interest or requests.

Next term the chair was planning to look at pupil independence.

7. School Development 2018/19 and planning for 2019/20

The document was circulated to the committee. The main area of focus was the initial planning for the next academic year and a provision layout of areas had been shared with the Strategy committee and was circulated to this committee.

There were 5 key areas but the sixth, which had been shown as International on the first plan had been removed and a decision on the sixth element would be decided by the new head teacher once in post.

The 5 existing areas reflected some of the changes that were planned by OfSTED from September and the changes to the language in the draft OfSTED Inspection programme were being reflected in the draft SDP for 2019/20.

The area of thinking skills was being expanded to encompass the whole school and to reflect individual pupil needs

Leadership and Management would cover resourcing as well as the possible changes to either the building on a temporary basis, both for September 2019 and if necessary for the next 3 years, as well as the possibility of planning for relocation of that was the agreed outcome from the feasibility study which had been conducted.

There would be further discussion at the full board meeting when the progress against the key areas would be reviewed. And the SDP for 2019/20 would be formally agreed.

8. School Progress Review

No changes had been made to the document yet but this would be updated before the end of term.

9. Safeguarding Update

The Safeguarding Audit had been completed and there were no issues raised. In the last six months two Child Protection Plans had been implemented by the LA one of which included all children in the identified family. The school Family Liaison Officer had offered appropriate support mechanisms to the LA in one case. One child had been identified as a child in need and a support package had been agreed.

10. Planned or Proposed Curriculum Development 2019/2020

Most of the discussion of this had been covered earlier in the meeting however based on the current population balance there was a need to review how the overall management of the school was structured. The school was looking at changing to Early Years, Middle School and Upper School being three distinct departments as this would be a more appropriate arrangement.

11. Topics for future meetings

It was confirmed that Pupil Progress Data would be the subject for discussion in the autumn term but this would be covered as an additional meeting.

12. Policy Review

There were no policies for review at the present time. The clerk advised that the LA was currently reviewing the DfE list of statutory and discretionary policies.

13. Any Other Business

School Journey – This usually took place early in the autumn term for KS4 pupils. Recently the school had visited Butlin's but the accommodation was not ideal. Information about Woodlarks Camp Site would be provided to the school to see if this would be more appropriate accommodation.

Communication with parents when a pupil is not attending school – At the present time some communications with parents were sent home via the pupil however when a child was not in school for a range of medical reasons the parents were not getting these communications until the pupil returned to school. It was agreed that as the office knew when a child was out of school, letters and news items that would normally be sent via the pupil would be either emailed or posted to the parents.

There was no other business.

14. Date of future meetings

The agenda listed the rest of the board and committee meeting for the current term and the proposed dates for the next academic year. In addition to the Assessment and Standards meeting listed on the agenda, it was agreed to include one additional meeting in autumn 2019 to deal exclusively with the discussion of the pupil performance data. The extra meeting would take place on the 2nd October 2019 at 6.00 p.m.

The agreed dates were as follows:

Autumn

Strategy – Tuesday 1st October

A & S – Wednesday 2nd October

Resources Monday 14th October

A & S Wednesday 6th November

FGB Wednesday 4th December

Spring

Strategy - Tuesday 14th January

A & S Wednesday 22nd January

Resources Tuesday 24th March

FGB Thursday 2nd April

Summer

Strategy - Tuesday 28th April

A & S Wednesday 6th May

Resources Wednesday 8th July

FGB Wednesday 15th July

It was confirmed that meetings would commence at 6.00 p.m.

15. Publication of Minutes

As there were no matters of a confidential nature contained in the Minutes it was agreed that the Minutes could be published after they had been agreed by the Chair

The meeting closed at 7.48 p.m.

Date

Chairman

Action Schedule