

**Minutes of the Teams meeting of St. Giles Governing Body Achievements & Standards
Committee held on Wednesday 11th November 2020 at 6.00 p.m.**

PRESENT: - Ken Morcombe – Committee Chair, Katherine Lewis - Head Teacher, Paul Thirkettle, Caroline Horgan, Sharon Newton, Michael Swadling

ALSO PRESENT: - Deborah Richards (agenda item 2), Colin Milsom – Clerk

APOLOGIES: Beverley Hayllar, Karen Skeets

1. Apologies and welcome

The chair welcomed the governors and Deborah Richards to the meeting. The meeting was quorate.

2. Presentation – Nursery Provision

Deborah Richards gave a PowerPoint presentation on the preparations for taking on the extended provision of nursery education and the current arrangements which were based at Malling Close.

As part of the preparation for the nursery provision Deborah had along with staff members from Red Gates and St Nicholas, been on an Erasmus course to Italy in November 2019 looking at nursery provision and they would be continuing their contacts going forward. The presentation they indicated the time line that the school had to work to from the initial proposal to the assumption of responsibility for the provision of nursery education as well as highlighting some of the short term and longer term issues that had arisen.

The pupil numbers were variable and at the present time the school was also running a reception class at the Malling Close site which resulted in those children not being able to access all of the facilities that would normally be available or provided at Pampisford Road.

The staff were working on improving the degree of parental engagement as well as trying to organise staff training but as a remote site that latter did present some problems.

Deborah had undertaken training for DSL (Designated safeguarding Lead), Fire Marshall and would be undertaking Food Hygiene training as they staff had to provide meals for the reception pupils on site.

Feedback from the parents was that the pupils had settle very well and parents felt that it was a safe location even allowing for the ongoing covid situation.

Issues highlighted included the shared provision, NHS support and access to IT and data points at the site.

Q. Would the move from Malling Close to Pampisford Road have an impact on parents?

A. This had not yet been discussed although parents are aware of this. It will be discussed again with the parents closer to the time but the location of the school was still quite central so should not be an issue and at the present time the parents did have their own transport, although traffic could be an issue.

Deborah 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 30th September 2020

The minutes of the Achievements & Standards Committee meeting held on the 30th September 2020 were agreed as a correct record of the meeting and were signed by the Committee Chair.

5. Matters Arising and referred items

OfSTED Bespoke Training – The head teacher had been in discussion with the assigned presenter and explained some of the key areas that could be covered. The chair suggested that in addition the role of the governors during the inspection and the information that they were expected to have access to should also be covered.

Action Head teacher

Nursery Education Bespoke Training – It was agreed to discuss the areas to be covered at the next committee meeting and the clerk was requested to confirm the proposed date with Octavo.

Action Clerk

Covid Update – One pupil and a member of staff had needed to self-isolate although the staff member had not been in school so this had not had an impact on any of the other staff and pupils.

Q. Has the school had access to testing?

A. There have been some tests in school and the turnaround of responses since returning after half term and been very fast.

The committee was informed that pupil swimming had resumed and the school was using the risk assessments provided by Karen Skeets.

There were no other matters arising which would not be covered under the agenda.

6. Nursery Education & School Provision

A report had been circulated to board members.

The report included the number of pupils on roll at the nursery and there had been further contacts concerning additional pupils who might be joining the nursery classes. One of the main issues facing staff who were supporting parents was the degree of paperwork required each term to access the funding and as had been discussed previously, the problems of it being a remote centre as pupils were not able to access the full range of facilities. Other issues were the access to Wi-Fi, other areas of the site which required security fobs, and the ability to provide ongoing training for staff.

Q. Has there been any progress with regard to the planned work on the school site to build the required classrooms and the fitting out?

A. Yes planning permission has been granted.

Q. What about the funding for the project?

A. This has now been resolved.

Q. In order to reduce the amount of time staff need to spend supporting parents with the funding applications could a simplified guide be produced which went through the steps that need to be followed?

A. Yes it could and that is a good idea however there could still be a need for the 1 to 1 support that is provided and Hazel Earl has had 1 – 1 zoom meetings with parents. There are 3 ways in which the funding can be allocated to parents which is why there needs to be a conversation with the parents.

Q. Is February still a realistic date for the completion of the new build at the school?

A Yes it is still the date that is being quoted at the present time.

The vice chair of the board made the committee aware that Croydon Council had just published a section 114 notice which was effectively a declaration of bankruptcy. This could have an impact on the funding available to carry out the projected building works.

7. Pupil Baseline Assessments and Target Setting

Base Line & Pupil Progress – A report had been provided for the meeting based on the assessments that had been completed for all pupils during the first half of the term and the targets were being set based on this information. The matrix previously discussed was being used to assess where the pupils should have been had there not been the covid 19 interruption to their education and the catch up funding which was being provided was being used to try to address areas where pupils were behind their expected levels. The graphs and data was analysed by pre-formal, semi-formal and formal education.

Q. Which pupil type would the pre-formal analysis apply to?

A. These will be pupils on the developmental programme and generally would be the PMLD cohort of pupils.

Q. What would be the normal expected level of achievement against targets with regard to pupils below expectation, and at or above their expected levels?

A. Approximately 10% would be below their expected levels across the school and 90% would be at or above the expected level.

It was noted that at the pre-formal stage 38% were in the upper group and 62% were below their expected level. There would be further analysis of the individual results with staff members to identify where there needed to be greater emphasis and the targets would be set for the next 2 terms.

The semi-formal analysis applied mainly to SLD pupils and for reading and writing 54% were below expectation and 46% at or above with number being 52%/48%, space, shape and measure 56%/44% and science enquiry 60%/40%. Science would have been more difficult for pupils to deal with as part of the home learning programme so this was expected.

For formal the subject specific analysis showed that reading, writing and number were 63%/37%, space, shape and measure 69%/31% and for science enquiry 74%/26% but the same reasons applied as at the semi-formal stage as there would have been a lack of appropriate equipment in the home environment.

The report also listed additional factors which staff members looked at which could have had a negative impact on the overall progress of individual pupils in both their educational and physical development and the main areas identified were the lack of physio support, lack of routine. Although parents did try they were having to fit supporting their child with other home or work requirements. Other areas were changes to their health and some loss of skills and the factors had been analysed over the different educational levels as well.

It was agreed that this data would be used by the assigned governors who would be looking at the development of pupils in the case studies that were agreed at the last meeting. The committee chair would discuss this further with the head teacher and then with the assigned governors.

8. School Development Plan 2020/2021

The annotated document had been circulated and this had been updated with the agreed monitoring areas that had been discussed at the previous meeting as well as an analysis of the progress which had been made in specific areas. In general most areas were on track but those which were not were highlighted. The chair asked that a progress report be prepared for the full board meeting on the areas that were not on track.

It was noted that there was a concentration of areas into the next 2 terms but that in the current term the staff had been analysing pupil progress and would be preparing the individual targets.

The committee discussed the issues that the school had needed to deal with during the summer which were the delays and issues with the nursery build and preparing to take on the nursery at its temporary base in Malling Close, as well as the impact of Covid 19.

Q. During the summer term was there a delay in the processing of the EHCP's that were due to be dealt with?

A. No the school was able to keep all of these up to date and the parental involvement in the review meetings had been by Microsoft Teams calls, the phone or in some cases zoom calls. In fact this worked very well and this may be a way of dealing with them in the future since all of the parents had been involved and they contacts had been at a time that was convenient for the parents which was not always the case when they had to be conducted in person at the school.

Q. Given the latest expectation from the government that remote learning should in future mirror the learning in class how will the school manage this?

A. The National Academy web site has some useful content that is being linked to the work that teachers are preparing in the learning packs sent home. The school did as far as possible try to match the class activities as part of the remote learning but as previously discussed videos of lessons was an issue when pupils in class had to receive medical procedure during the lesson. The school was looking at how it might be able to achieve videoed lessons. There would also be a review to see if more online resources could be provided with the home learning packs.

9. Any Other Business

Monitoring – The chair would discuss with the head teacher how the earlier reports could be used as a basis for governors questions as part of their monitoring of the curriculum provision as well as using anonymised elements from appropriate EHCP's. This would allow the members to discuss the gaps and how they were being addressed. The general pupil types of MLD, PMLD and SLD had been allocated to three members of the committee.

There was no other business.

10. Date of future meetings

All board meetings would take place at 6.00 p.m. unless otherwise stated and might be virtual meeting.

The agreed dates were as follows:

Spring 2021

A & S - Wednesday 20th January

Summer 2021

A & S - Wednesday 12th May

11. 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 7.46 p.m.

Date

Chair