**Minutes of the blended meeting of St. Giles Governing Body Achievements & Standards Committee held on Wednesday 9th November 2022 at 6.00 p.m.**

**PRESENT: -** Ken Morcombe – Committee Chair, Katherine Lewis - Head Teacher, Caroline Horgan, Kathleen Shields, Peter Denman, Beverley Hayllar, Reshma Khan

**ALSO PRESENT: -** Stephen Rhys-Davies,Colin Milsom – Clerk

**APOLOGIES:** Shakyra Auguste

**1. Apologies and welcome**

The chair welcomed the governors to the meeting. Apologies were received and accepted. The meeting was quorate.

**2. Presentation on Mathematics in the school**

The chair welcomed Stephen Rhys-Davies to the meeting who was making the presentation. This was in the form of a PowerPoint which would be circulated to all board members and a copy filed with the minutes.

There were 3 types of curriculum provided by the school in this subject, all based on the National Curriculum but designed to meet the individual needs of the pupils and these were pre-formal, semi-formal and formal although there was a natural overlap between the types. The pre-formal reflected the early requirement which had previously been the curriculum presented at P scales from 1 to 8 and addressed requirement up to the age of 24 month however P scales were no longer used and the school had designated this range as Pebbles. The actual curriculum documents covered not only the required mathematical ideas and concepts that needed to be covered but also the appropriate vocabulary associated with the subject and this applied across all 3 types although at the semi-formal and formal the required vocabulary was not in the curriculum documents themselves but a separate appendix.

As with other curriculum areas the school designated the different levels as Stepping Stones, Bridging Levels and finally Milestones with the latter corresponding with the National Curriculum levels 1 etc.

In addition to the required elements the curriculum documents also covered possible resources which could be used to deliver the curriculum and ideas to support this however if staff members developed additional ways of delivering the curriculum then they were encouraged to share this so that other staff could use it as appropriate.

Stephen went through the presentation expanding on various aspects and when this was complete the board thanked him. There were no questions from members present and Stephen left the meeting.

**3.** **Pecuniary Interests**

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

**4. Minutes 17th October 2022**

The minutes of the Achievements & Standards Committee meeting held on the 17th October 2022were agreed as a correct record of the meeting and were signed by the Committee Chair.

**5. Matters Arising and referred items**

Funding of School Trips – The school was looking at this and would report back to the board in due course.

Membership – The head teacher had identified one possible candidate to fill the vacant parent governor place and would be following this up.

Kathleen Shields informed the committee that the LA had been in touch about a possible candidate to fill the LA appointed place and they seemed to be a good fit for the school. It was now up to the LA to make the appropriate appointment. The chair asked about the general status of board members and if any current members not already filling parent governor posts were actually parents of pupils at the school. The clerk would provide him with a response.

It was agreed that a parent appointment should join this committee and an LA appointed member Resources.

The head teacher updated the committee on the meeting with the LA about the funding for the school and both parties now had copies of the deep dive budget review report and the review carried out by Beckmead. The LA appeared to acknowledge that there was an identified problem with the underfunding of the school but as yet had not provided any concrete solutions. They had however arranged for a joint meeting between the school, LA and Health to see if health could provide additional resources. The board would be kept updated on any progress.

There were no other identified actions.

**6. Curriculum Development and other areas**

**Home/hospital learning** – At the start of term several pupils had been in hospital and the ad liaised with the hospital teaching service to ensure that any curriculum delivery was appropriate and some pupils had now been returned home however given their vulnerability that had not yet returned to school. The school was able to provide some home tutoring but was negotiating with the LA for funding as the school did not have sufficient staff resources in the school to provide the level of home support that was required and educational provision that was designated in the EHCP. The other issue was that as pupils were at home and not in school their physical needs such as physiotherapy had not been met.

**Q. What will happen in the future for these pupils?**

**A.** The LA is reviewing the provision and support.

**Current governor monitoring –** Paul Thirkettle was looking at mathematics, Beverley Hayllar was looking at Science and communications with specific work on Makaton, Ken Morcombe was looking at phonics and this would be expanded to cover English and a monitoring report had already been provided to the school.

It was agreed that at the spring meeting the committee would look at the SDP and how it was progressing.

**Action CM**

Reshma Khan was looking at the outdoor space and as the school was now providing some Forest Schools sessions she was invited to include them in her monitoring. The dates for these sessions would be provided. It was noted that the wheelchair swing and roundabout had now been installed but some safety fencing would need to be installed around the swing.

**Reports on Catch-up funding and Pupil Premium** – Work continued to complete reports which need to be on the school web site by the end of December and these reports would be presented to the board at the full board meeting.

It was noted that the draft report circulated to the committee members had some incorrect date information and this would be corrected.

The committee felt that the numbers were very positive and that overall pupil premium pupils were performing better than other pupils in the school although with such small numbers and given the very specific needs of pupil’s comparisons were difficult.

The sports premium report was already on the web site.

It was agreed to have a talk at the next meeting on the use of the sports premium and its impact on pupils.

**EHCP comparative performance data (PP & non PP)** – As requested at the last meeting there had been a further analysis of the EHCP outcomes between and Caroline Horgan went through the main areas and overall PP students had better outcomes than the non PP students. As previously stated the numbers were small and affected by a range of issues which included attendance however these would be discussed with the head teacher to see how any specific areas could be addressed to improve outcomes.

**Moving forward from the data on pupil progress - conclusions on assessment modifications, factors causing less than expected progress and remedial actions -**

Caroline Horgan had produced pupil progress data and she discussed this with the committee. This had been analysed by the general disability type and commenced with PMLD. Seven pupils had not made progress however they did not regress. There is the possibility that pupils will plateau and this is the case with these pupils who tend to be at the top end of the school. There is one pupil in the lower school that this also applies to but they have speech issues and it may be that there are issues with engaging interest and motivation which will be explored.

Overall the SLD cohort did make progress but not as much as expected

For reading, of the 11 pupils 6 were non-verbal and did not make progress which may relate to the ability to access the curriculum.

For writing of 12, 9 were non-verbal but there are no other overall issues.

Similarly with maths, 9 were non-verbal but progress was variable.

The analysis would be circulated to the board.

MLD was a much smaller cohort and again did not make progress however attendance may have had an impact on this for several of the pupils.

For science it may well be the assessment and transition between stages as there were no Bridging levels and moving from the old P8 to M1 was much more complex as in the upper school the subject was more skills based and the pupils were working on their accreditations not skill development. The Bridging levels are now in place.

**Q. Are these outcomes shared with the parents?**

**A.** They may form part of the discussion with the parents when the EHCP targets are discussed but not necessarily discussed specifically at the end of the year or at the parent meetings. It could be included in the annual review paperwork.

It was suggested that this was an area where pupils could get more help at home if the families were made aware.

**Q. For PMLD is there any way that there can be external comparisons with other schools?**

**A.** As there is no longer the CASPA data base no, however there is some discussion with other special schools but there is a wide range of factors that affect pupils progress.

**Q. With SLD are there more non-verbal pupils than verbal?**

**A.** Yes that is the case. This requires significantly more communication aids to support pupils and communication is one of the areas that the school has covered as part of its INSET training.

The development of Pebbles to replace P1 to P4 and the associated curriculum development should assist as this is linked to the Early Years Assessments. P5 + is covered by Stepping Stones and Bridging.

The school was now working on the targets for the next period and the expectation was that these would be challenging.

**Safeguarding Audit actions –** This had been completed and submitted and the analysis and area for action had been circulated to the board. The name of the safeguarding governor needed to be added to the form.

**Q. Why was one specific area Amber?**

**A.** The school Behaviour Policy need to be updated to include a new area highlighted by the DfE in the KCSIE report issued in September but this has now been completed and the Policy is being presented for approval.

**7. Policies**

The following three policies had been reviewed by the school LMT and as stated above appropriate changes had been made. They would be submitted to the full board for formal approval:

Behaviour

Bullying

Attendance – This was still being reviewed but would be presented at the full board meeting. Once completed it could be emailed out to the board prior to the meeting for immediate agreement and minuted at the full board meeting.

Equalities Policy – The committee was informed that this policy required a 4 year action plan and this was being prepared at the present time. This would also be emailed out for approval and formally minuted at the full board meeting.

**8. Monitoring**

Links to the SDP areas would be reviewed at the next committee meeting.

**9. Future Presentations**

It had been agreed to look at the Sports Premium application and impact on pupils at the next meeting.

**10. Any Other Business**

Catering Presentations – These would be taking place tomorrow and it was agreed that there was a significant difference in some of the charges from the 2 shortlisted contractors which would be one of the areas for discussion. These would also need to include pupil’s dietary needs, general costs and planned income generation. As soon as there was any additional information and a recommendation this would be given to board members so that a final decision on a contractor from January could be agreed.

There was no other business.

**11.** **Dates of future meetings**

**Meeting dates for 2022/2023**

The Governors are requested to note the date of future meetings which will be held at 6.00 p.m.

FGB 30th November

**Spring 2023**

Strategy 10th January

A & S 18th January

Resources 22nd March

FGB 30th March

**Summer 2023**

Strategy 25th April

A & S 10th May

Resources 12th July

FGB 19th July

**Summer 2022**

FGB 20th July

**12. 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 7.35 p.m.

Date …………………….. Chair ………………………….