

School Improvement Committee – Part I Minutes							
Date/Time	04:10:18 4.00pm	Location		Okehampton College			
Attendees		Initials		Attendees		Initials	
Daryll Chapman		DC	Tania Skeaping	TS			

Apologies	Initials	Reason (Category of Trustee)
Marilyn Livingstone	ML	Personal
Ian Courtney	IC	Personal
Lee Rose	LR	Work

ACTIONS
DECISIONS
QUESTIONS AND CHALLENGES

In Attendance	Initials	
Hazel Fox	HF	Vice CEO
Susanne Kiff	SK	CFO
Sally Wood	SW	Governance Manager

Minutes to
Attendees
Apologies

1 - Apologies
<ul style="list-style-type: none"> Apologies have been received from IC, LR and ML. It was acknowledged that the meeting was not quorate, however it was agreed for the meeting to continue with any recommendations to be forwarded to Full Trustees for approval.

2 – Declaration of Interest
<ul style="list-style-type: none"> No declarations of interest were stated.

3 – Agree & sign off previous minutes
<ul style="list-style-type: none"> Part I and Part II minutes from 27:06:18 were agreed and signed by TS.

4- Matters Arising

- The glossary is complete and has been forwarded to Trustees and LGBs
- Training for Governors on data and safeguarding training will be carried out first with the Governor's conference to be held in early 2019.
- Equality act working party – to be completed by the end of 2018.
- Curriculum content for PSHE and S/RE to be completed by end of 2018 as work is ongoing to ensure website are compliant first.

Action:

HF to continue with Equality Act working party
HF to ask questions regarding curriculum content for PSHE and S/RE during next round of visits and to ask schools to ensure that schools are more explicit on their websites about what they do

5 - Matters Brought Forward at the Direction of the Chair

- There were no matters brought forward at the direction of the Chair.

6

6.1 GCSE Performance 2018

- Jon Lunn (JL) attended the meeting to present to Trustees.
- JL explained that the prior attainment continuum.

Trustees asked if that was what students arrived with when they started secondary school

JL responded yes this was higher prior attainment scores, what pupils come through the door with.

- Trustees noted that with a high percentage of high prior attaining pupils it was harder to show significant progress. Conversely with the majority of the cohort being low prior attainers and middle prior attainers there is a more capacity for a positive progress 8 score. Trustees noted these were the 2017 cohort. The average intake was Tavistock (29.1), Okehampton (28.5) and Holsworthy (28.7).
- Trustees noted that if there were a bright cohort on entry, there should be good attainment figures on exit.

Trustees asked if attainment would be weaker because of prior attainment and teaching

JL responded there was a national link between disadvantaged and low prior attainment and SEN

- Trustees noted that deprivation impacts on attainment. There is no consistent SEN support across the county.
- Trustees briefly discussed the differences to other parts of the country where funding is higher.
- Trustees were advised there were some spikes in the data due to SEN.

- Trustees discussed whether the same K codes were being given priority across the secondary schools and it was noted that there needed to be consistency across the MAT.
- Trustees reviewed how progress compared to then national cohort with the bottom figure being the average of KS2. The average nationally was just above a 3 in English. Trustees needed to know if the schools average came above or below that.
- Trustees reviewed the national average for Maths which was 2.5.
- EBACC estimates have changed. 2018 cohort is the first year with grades 1-9 but it is the second year for Maths and English.
- There has been higher average attainment in EBACC this year, 0.22 higher, so the figures on the provisional data provided to Trustees will have decreased, whereas the open bucket average has dropped so there would be an increase from the provisional figures.
- Trustees considered there was now 3 years of Progress 8 (P8) data. Holsworthy have improved from -0.61 to -0.51. Tavistock is -0.08, but it is expected for that to improve closer to 0.00. Okehampton is 0.1 so has improved.
- Trustees considered the relativity and where there were three year improving trends. Okehampton have improved and then come down, Tavistock are on an upward trend and Holsworthy is a significant downward trend.
- Trustees noted that for P8 purposes, English and Maths counted double. There are also counted in the open bucket. This meant for Holsworthy 71 grades in 100 in English were worse than it should be.
- JL stated Trustees should think about quality assurance in teaching. How do you know? The impact of the quality assurance is critical.

Trustees asked how the secondary schools could work together in terms of quality assurance

JL highlighted item level analysis for the three schools, to enable Trustees to identify strengths and weaknesses. DC added that support for raising progress and attainment in Holsworthy was in place.

Trustees asked how the secondary schools were working together

DC responded that the Heads of English and Tavistock were already working together.

- Trustees acknowledged that the quality of planning makes the difference. For example 25 English Teachers across the MAT could potentially be operating in silos.
- Trustees agreed care had to be taken to ensure that there wasn't an overload of input, but also noted that leadership had to be addressed in areas if change isn't taking place.
- Trustees were advised there was intention for standardised testing ie to use the previous year's exam paper as a mock and the results could be compared MAT wide / nationally. This would provide an attainment snapshot.

HF arrived 4.38pm

Trustees asked how far away the MAT was from that

DC responded it was down to the heads, this would allow measurement of specific years against 2000 schools.

- Trustees noted that Tavistock needed to have rapid improvement in Maths. Tracey Amos was doing some work with Holsworthy and discussions were ongoing about how Maths at Holsworthy could be supported.
- Trustees noted that this data did not include Great Torrington.
- Trustees considered that in respect of EBACC, Tavistock have climbed considerably which was due to improvement in Science. The curriculum was now more P8 compliant. Holsworthy in previous years had been supported by Science department, however the change from coursework to non coursework assessment had

impacted and caused a downward trend. There was also poor performance in languages and humanities this year at Holsworthy.

Trustees challenged if the choice of curriculum had affected results at Holsworthy

DC responded that the quality is not good enough. There were issues in graphics, PE and art.

- Trustees noted that in respect of disadvantaged pupils, it needed to be above -0.4 so Tavistock managed that this year. -0.63 was the figure for Okehampton but Holsworthy have fell dramatically. Okehampton had some success for disadvantaged pupils in Humanities.

Trustees challenged that disadvantaged was a priority for a MAT and asked how would this be addressed

DC responded that all schools had this as a focus in their actions plans

Trustees asked how high a priority it was

DC responded that it was top, there had to be rapid improvement

Trustees asked how that was being highlighted as a priority to Teachers

DC / HF responded it was a thread of the visits that they were undertaking

- Trustees discussed the funding that was received for disadvantaged pupils that should be used to change disadvantaged lives. LGBs have to manage that money and the figures have to be identifiable to Governors. Governors have to hold the schools to account and review what that money is being spent on. Trustees recognised that some of this money was spent on staff to help disadvantaged pupils.

Trustees challenged that various strategies had been used which hadn't been successful

DC responded there had to be positive discrimination.

- Trustees noted that Holsworthy's 9-1 figure was 19% with the national average being 43%. Okehampton was below national average.
- Trustees noted that the national average for EBACC was 21% with the percentage being entered as 38%

Trustees asked what the MAT strategy was in getting those schools ready to meet that

DC responded it was about English and Maths again as core subjects. There had also been discussions about languages in Primary schools

- Trustees noted the numbers of pupils taking languages had decreased.

Trustees queried how could the uptake of language subject be increased

DC responded it was not about persuading children to take a subject, it was about the quality of teaching making a difference

Trustees queried how recruitment and retention were affecting that

DC responded that humanities at Holsworthy had decreased this year. There was a demand for teaching and learning to be better.

Trustees queried if the challenge of the current agenda is to champion EBACC

DC responded that the whole quality of teaching is the priority, for example Holsworthy entered lots of pupils for the exams, but the teaching has to improve.

- Trustees noted that Holsworthy had dictated that students had to do a language, but this hadn't been a successful strategy in terms of exam results.

Trustees challenged why pupils could not improve their literacy through other subjects rather than just English

HF responded that skills could be applied across subjects.

- Trustees noted that in APS, the grade for EBACC was the average grade of all the cohort. If not language was taken, then the score was 0.
- Trustees looked at ISDR where there were numerous red indicators for Holsworthy and it was evident where Science had been holding up other areas.
- Trustees reviewed the quintiles for each school / subject

Trustees asked how this data worked in practice if there were subjects in Q4 or Q5

JL responded that Heads have this data and can then ask questions

Trustees asked what DC was expecting from Heads in terms of improvement and queried what they had been told

DC responded that they needed to know what they are talking about, they needed to look at back stories and needed to understand why they have got those results. DC added that schools would say that moderation was the issue that has affected the grades

- JL advised of a MAT that didn't complete the attainment section on the Headteacher report so Governors have to ask the challenge.
- DC stated that all schools were doing rapid improvement plan which formed the front page of their SIP

Trustees queried about gaps between prediction and results. Tavistock seems to have done well in this, so what could be learned from them

DC responded there was greater variation from all schools. SISRA is used at Tavistock. They have to ask how they have done and how they are holding people to account. It was about the how do you know questions.

Trustees queried why attainment predications were reasonably accurate at Okehampton and Tavistock for girls, but not for boys

DC responded that boys didn't perform as well, nearly a full point down on P8. JL added not to get too focused on those numbers.

- Trustees thanked JL for attending.

6.2 Review of Progress

- This item was moved to the next meeting

6.3 Leavers Destination Review

- This item was moved to the next meeting

6.4 Data Sharing Protocol

- Trustees agreed for this document to be issued.

7 – MAT Development Plan 2018 / 2019

- Trustees noted this was being finalised and would be reviewed at Full Trustees, but there were five areas of rapid improvement included in the plan.

8 – SATS Performance 2018

8 SATS Performance 2018

- Trustees noted that the quintiles were not available yet.
- Trustees reviewed data that shows where pupils are at the end of KS1 and then the end of Y6. This was also done for Y2, where were they at end of reception and then the end of KS1.
- The KLOEs for the MAT primary schools were highlighted and some of these could be cohort related. They will change when the quintiles come out.
- The summary at the end highlights the priority schools. The three year trend for some primary schools were a weakness.

Trustees asked what would be put in place if that was the case

HF responded that a rapid improvement plan would be put in place

Trustees asked how those would tie in with the specific funding in place until March 2019

HF responded it was funding SLEs going in and providing support. There were two strong phonics leads supporting for example.

- Trustees noted that some Heads and Governors would not have seen this data before.
- Trustees noted that Classroom Monitor was live in the schools.
- Trustees noted that DC / HF had visited and looked at teaching. Lack of challenge was evident and some pupils weren't being given the opportunities to demonstrate mastery.

Trustees commented that attendance was improving at places

HF responded it wasn't too bad, there were really Executive Heads and they were all operating the same attendance letters. There was a lot of standardisation in their approach

Trustees challenged that writing appeared weak in some schools over three years and asked what was the plan for this

HF responded there was a really strong SLE in that department. It was not due to a lack of ability, it was down to planning and not allowing the children to write independently. Teachers need training in planning. There was not a lot of modelling evident.

Trustees asked if Teacher assessment needed to be stronger

HF responded that in Classroom Monitor, Teachers could put which the lesson objectives are met and order them to which ones were met by most children

Trustees asked if these threads would go through to the overarching plan

HF responded Teachers do trend to focus on KS2 and they need to focus on all

Trustees asked about preschools and the quality of provision in the area

HF responded that was under Susie Stevens's remit. Susie will go round and there are invites to early years hub meetings. A variety of interventions will take place.

Trustees asked if it was different for preschools attached to and managed by the MAT Schools

HF responded they were not just taking pre school data ad hoc. Schools were using their own base line data.

Trustees asked about the number of exclusions

HF responded there had been a few. There was need to come together and talk about managed moves.

- Trustees noted there was no provision locally for these pupils and briefly discussed Chances.

8.1 Visit Notes – Primary

- Trustees noted that the Bradford note highlighted the need for the Primary Lead to have time for strategic work, though it was noted support is provided in this area.

Trustees asked if that was a risk

HF responded there was a SENCO in that Cluster who shared leadership with the Primary Lead.

- Trustees noted that there wasn't enough evidence in the books at the time of the visit to Highampton, but there was upward progression and that area is being monitored.
- HF advised that she had an eye on small schools vulnerability but also needed to keep an eye on MAT wide data. Some schools that were doing well could dip just a little bit which could have a much bigger impact on the MAT.

9 – MAT Safeguarding Policy

- It was agreed this policy would be reviewed by Full Trustees

10 – Cross Phase Working Across the MAT

- Trustees noted that various things were being explored at the moment. There were subject meet ups within primaries. Okehampton Primary were bringing Y6 to the College to have sessions in PE, Science and French.
- Trustees noted that the first ability games had been held at Tavistock.

- There was also work on a cross phase school council. The School Council want to focus on Teaching and Learning and also would like to speak to this group of Trustees.

11 – School Judgements

- Trustees received an update on schools that ‘require improvement’ in certain areas

12 – LGB Minutes

- Trustees commented that they were impressed with the SPEC minutes from Okehampton Primary.

13 - Risks Identified / Forthcoming Changes

- Risks from Data – trends / outcomes / performances which will be addressed through the training for Governors and Trustees
- Update of EBACC curriculum
- KLOE’s have identified risks
- Quintiles have identified risks
- Three year trends also risk

Action:

SK to add risks to the risk register

14 – Meeting Review

- No meeting review was done due to attendance

15 – Date of next meeting

- Okehampton College – Wednesday 28 November - 4pm.

Action Table from 04:10:2018

WHO	WHAT	WHEN
HF	Continue with Equality Act working party	31:12:18
HF	To ask questions regarding curriculum content for PSHE and S/RE during next round of visits and to ask schools to ensure that schools are more explicit on their websites about what they do	31:12:18