

Thomas Alleyne's High School, Uttoxeter

Minutes of a meeting of the Learning and Standards committee held in the school on Tuesday, 18 September 2018 at 5.00pm.

Present:

Dr M Jary (chair), Mr M Cruddas, Mrs B Davies, Mrs K Fisher, Mr I Johnstone, Mr M Prescott, Mr D Thomas.

Mrs J Rudge (Headteacher)

Also in Attendance:

Mrs A Maingay (Deputy Headteacher)
Mrs C Catterall (Assistant Headteacher)
Mrs C Dodd (Assistant Headteacher)
Mr D Godwin (Assistant Headteacher)
Mrs K Goodwin (Assistant Headteacher)
Mrs T Harris (Assistant Headteacher)
Mrs R Lindsay (Assistant Headteacher)

Mr R Sheldon (Clerk to the Governing Body)

59. Election of Committee Chair:

It was resolved –

That Dr M Jary be elected as committee chair until the first meeting of the Learning and Standards committee in the autumn term 2019.

60. Election of Committee Vice-Chair:

It was resolved –

That Mr M Cruddas be elected as committee vice-chair until the first meeting of the Learning and Standards committee in the autumn term 2019.

61. Declarations of Interest:

There were no declarations of interest.

62. Minutes:

The minutes of the meeting of the Learning and Standards committee held on 15 May 2018 had been previously made available to governors in Office 365.

It was resolved –

That the minutes of the meeting be received and approved as presented.

63. Matters Arising:

There were no matters arising from the minutes.

64. Results Analysis 2018:

Detailed summaries of GCSE and Post-16 results 2018 had been made available in Office 365 and copies were also circulated at the meeting. Mrs Harris (GCSE results) and Mrs Dodd (Post-16 results) provided an analysis of the results and further inputs also given by other members of the leadership team as appropriate.

GCSE Results

Before going through the detail of her report, Mrs Harris reminded governors that a like for like comparison with previous years' results was difficult due to the recently introduced new grading system. Context was given around the results with particular reference to student prior attainment, including pupil premium, and an outline given of the number of students achieving a grade 9-5 (strong pass) and those achieving grade 9-4 (standard pass). Outcomes had been positive, particularly when compared with the previous year, although the disappointing number of students only achieving a pass grade in English or maths, and not both, was highlighted. As a result of this, staff were already looking at possible strategies to put in place to ensure that in future years a greater number of students achieved a pass grade in both subjects. With regard to Science, governors noted that there had been an improvement in Biology and Physics results although there had been a dip in Chemistry.

Having provided details around student performance, Mrs Harris highlighted the outcomes in the different subject areas to show how they compared against each other and those of other schools. Governors were informed that a review was to be undertaken of the subject progress for Computing, Art, Drama, PE and MFL (French and German) and that intervention strategies would be put in place to bring about required improvements.

Post-16 Results

Mrs Dodd went through the detail of the post-16 outcomes and reported in particular that the school A level pass rate was 95% compared with a national pass rate of 98%. Governors noted that although there had been a decrease in the number of students achieving grade A* - C there had been an increase in the number of students achieving A* - A and A* - B. Mrs Dodd then went through the detail of the Y13 subject analysis and highlighted those subject areas where intervention strategies would be put in place to bring about required improvement.

In addition to the 2018 post-16 outcomes, Mrs Dodd also circulated a report relating to the current Y13 students. Governors noted that this data was being used to track individual student progress and also helped identify those students where particular support was necessary

The headteacher reported that there was a need to improve value added for post-16 outcomes and also informed governors that improvements to post-16 outcomes had been identified as a whole school issue and gave an outline of the School Improvement Plan priorities for 2018/2019. The headteacher further reported that having discussed both GCSE and post-16 results with the chair of governors, agreement had been reached to admit students to the sixth form who had achieved GCSE grades 9-5, rather than 9-6 which a number of other schools were doing. This decision had been taken in the best interests of the school and its community.

Governors raised many questions during both presentations to gain a better understanding of how the results impacted on the school and for assurance that strategies were being put in place to bring about required improvements.

It was resolved –

- i) That Mrs Harris and Mrs Dodd be thanked for attending the meeting and for their informative analysis of the 2018 results.
- ii) That governors request further information around the number of students achieving a pass grade in only English or Maths, and not both, to show if the number matched expectations when those students joined the school in Y9.
- iii) That governors support the decision to admit students to the sixth form on the basis of achieving GCSE grades 9-5.

65. Disadvantaged Students Update and Interventions:

A report on disadvantaged, SEND and EHCP students had been previously made available to governors in Office 365 and a copy was also circulated at the meeting. Mr Godwin went through the detail of it, highlighting the many intervention strategies in place to support individual students. The impact of the various strategies had resulted in the gap decreasing between outcomes of disadvantaged students compared to other students, although further reduction in the gap was necessary. The results for SEND students were also very positive. Governors were informed that heads of department were continuing to identify further support strategies, which included working more closely with colleagues in the middle schools.

It was resolved –

- i) That Mr Godwin be thanked for presenting his report on disadvantaged, SEN and EHCP students and that it be received and noted.
- ii) That governors particularly note the success of SEND students, with thanks to all staff concerned.

66. Pastoral Update:

A report providing a pastoral update had been previously made available on Office 365 and a copy was also circulated at the meeting. Mrs Catterall went through the detail of it and confirmed that, as students were only into the second week of the new school year, much of the information in the report was the same as provided at the previous meeting. Mrs Catterall was pleased to report though that whole school attendance for the first two weeks was 96.2% and that every student on roll was attending school and with no-one missing education. This included strong attendance by SEND/EHCP students and any absences were due to genuine medical reasons.

With regard to student behaviour, governors were informed that there were no specific concerns. However, Mrs Catterall further reported that any incidence of bullying was being carefully monitored and would be reported in accordance with revised safeguarding guidance received from Staffordshire County Council. To support the new guidance governors also noted that a new safeguarding team in school was in place, led by Mrs Catterall as designated safeguarding lead.

With regard to the number of students on roll governors were pleased to note that numbers were slightly up from the previous year, with the biggest increase in Y9 students. As a result of this any further admissions to Y9 would be restricted. However, governors were

concerned to note recruitment of students into Y12 which was significantly below the number anticipated. This would impact on the school's budget and the headteacher confirmed that the budget had been re-modelled to take account of the fewer numbers. The leadership team was looking into reasons for the reduced numbers.

It was resolved –

- i) Mrs Catterall be thanked for presenting her pastoral report and that it be received and noted.
- ii) That governors note the new safeguarding guidance and agree that Dr Jary, committee chair, should undertake level 2 training, with thanks to her for offering to do so.

67. Policy Update

a) Safeguarding Policy

An updated copy of the school's safeguarding policy had been previously made available in Office 365 and Mrs Catterall reported that it had been revised to reflect new guidance received from Staffordshire County Council, with hyperlinks to other appropriate school policies. Alongside the revised policy, a training pack for staff on safeguarding procedures had also been developed.

It was resolved –

- i) That the revised Safeguarding policy be received and approved.
- ii) That governors request that a refresher level 1 safeguarding training course be arranged for them to undertake.

b) Pay Policy

The headteacher reported that the revised pay policy was not yet available and would be presented at the next meeting for consideration and approval. Once approved, any pay awards would be backdated as necessary.

It was resolved –

That governors await the revised Pay policy.

68. Staffing:

The headteacher gave an update on the school's staffing establishment and reported in particular that the recently appointed Health and Social Care teacher had resigned after the first day of term, for personal reasons. A temporary appointment had been made to fill the post with an advert in place for a permanent replacement. A vacancy also existed for Dove House but a temporary appointment had been made with a view to a full-time appointment from January 2019. A number of administrative posts were also to be filled.

It was resolved –

That the staffing update be received and noted.

69. Summer Term Learning Walks:

A report on learning walks undertaken by the leadership team during the summer term 2018 had been made available in Office 365 and Mrs Maingay went through the detail of it. She further reported that a review of the learning walks had been undertaken and a number of changes had been made to help prioritise their focus. Mrs Maingay was also pleased to confirm that formal lesson observations, in addition to the learning walks, had shown that the quality of teaching remained as good/outstanding.

It was resolved –

That Mrs Maingay be thanked for presenting information in relation to the learning walks and governors pleased to note the overall judgement on the quality of teaching.

70. Work Scrutiny 2018/2019:

Mrs Maingay reported that work scrutiny continued but that a number of changes had been made to the previous arrangements to help better monitor what was happening in the classrooms. The new arrangements had been well received by staff, with further training also made available in the CPD programme.

It was resolved –

That Mrs Maingay be thanked for her update on the revised arrangements for work scrutiny.

71. CPD programme 2018:

A copy of the CPD programme 2018 had been previously made available in Office 365 and a copy also circulated at the meeting. Mrs Lindsay took governors through the detail of it.

It was resolved –

That the CPD programme be received and noted.

72. Teaching School Update:

The headteacher was pleased to introduce Mrs Karen Goodwin who had recently joined the school's leadership team as a co-director of the Teaching School, working alongside Mrs Rebecca Lindsay. Mrs Goodwin circulated a report providing an update on the continuing development of the Teaching School. A website was now available to highlight the work being undertaken and Mrs Goodwin further reported on support currently given for newly qualified teachers (NQTs), initial teacher training (ITT) and continuing professional development (CPD).

It was resolved –

That governors welcome Mrs Goodwin as co-director of the Teaching School and that her report on the continued development of the teaching School be received and noted.

73. Confidentiality:

It was agreed that there was no need for any of the items discussed at the meeting to be recorded in a confidential appendix.

74. Consideration Given to KPIs:

KPI 2 – Governors support and strengthen school leadership

Governors welcomed Mrs Goodwin to the meeting following her recent appointment to the leadership team as assistant headteacher and co-director of the Teaching School. (Minute 72)

KPI 4 – Governors provide challenge and hold the headteacher and other senior leaders to account for the improving quality of teaching, pupils’ achievement and their behaviour and safety

Covered through discussions relating to the school’s results 2018 and seeking assurance that strategies were in place to bring about improved performance (minutes 64); pastoral report with particular reference to student behaviour (minute 66); review and approval of the school’s safeguarding policy (minute 67); discussions around learning walks and work scrutiny to identify quality of teaching and learning (minutes 69 and 70).

KPI 7 – Governors operate in such a way that statutory duties are met and priorities agreed

Agreement for the chair of governors to undertake a level 2 safeguarding course (minute 66); governors request to attend a refresher level 1 safeguarding course (minute 67).

KPI 9 – Governors use Pupil Premium and other resources to overcome barriers in learning, including reading, writing and mathematics

Discussions around the report presented to governors outlining 2018 results for disadvantaged students and challenge around further intervention strategies (minute 65).

75. Date of Next Meeting:

Governors were reminded that the next meeting of the Learning and Standards committee would be held in the school on Tuesday, 6 November 2018 at 5.00pm.

The meeting finished at 7.15pm.

M. Jary
Signed.....

6 November 2018
Date.....