



Education Committee – Minutes

Meeting Date: Thursday 19th May 2022
Meeting Venue: Via Teams
Meeting Time: 5:15pm

Governors: Gabrielle Mace, *(GM)*, Committee Vice Chair
Alison Allart, *(AA)*
Marilyn Benzing, *(MB)*
Ollie Newman, *(ON)*
Joyce Swann, *(JS)*
Chloe Taylor, *(CT)*

Ex officio: Craig Bull, *(CBu)*, *Head Teacher*

Also in attendance: Julian Mace, *(JM)* *(CoG)*, *Chair of Governors*
Catherine Geldard, *(HOP)*, *Head of Primary*
Jemma Graffham, *(DSF)*, *Director of Sixth Form & (DSL)*
Karen Maxwell, *(ADSL)*, *Acting Designated Safeguarding Lead*
Dominic O’Driscoll, *(AHT-SEN)*, *Assistant HT – SEND Co-ordinator*
Danny Simmonds, *(AHT-B&A)*, *Assistant HT - Behaviour & Attendance*
James Towner, *(AHT-A&C)*, *Assistant HT - Assessment & Curriculum*

Clerk to Governors: Rif Aslam, *(RA)*

Apologies: Louise Baxter, *(LB)*, *Committee Chair*

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Item	Discussion	Action
1.	<p>Welcome and apologies for absence</p> <ul style="list-style-type: none"> Vice Chair welcomed Governors & SLT to this 'virtual' Education Committee via Teams VC accepted apologies for absence from Chair and for lateness from AA & DS. 	
2.	<p>Declarations of Interests</p> <ul style="list-style-type: none"> No interests declared. 	
3.	<p>Minutes of Previous Education Committee Meeting</p> <ul style="list-style-type: none"> VC confirmed that previous Committee minutes were signed off at 28 April FGB. 	
4.	<p>Committee Business</p> <ul style="list-style-type: none"> VC noted resignation of BR leaves gap in Education Committee. She invited members to pass onto COG any recommendations for a replacement. In the meantime an advert will be placed in Governors for Schools. 	
5.	<p>Data</p> <p>VC thanked HOP for comprehensive and detailed Paper and invited her to highlight points.</p> <ul style="list-style-type: none"> Primary Headlines - Early Years data shows significant improvement across all subject areas. Rise from 35% in April to 51% in December. ESCC Moderators Review 2 weeks ago predicted rise of 65% by June. Lowest area continues to be Literacy but has seen a 19% uplift. 2 staff members on a 1 year fixed contract have run small group sessions on Govt approved language intervention programme leading to 30 children (from 17) on track. ESCC have advised Sept 2022 cohort have significant attachment issues (pandemic related). SEN student numbers also disclosed in that cohort. In view of these challenges and given their successful interventions, HOP recommended that those 2 staff members continue their role in the Early Years Team. HT supported this. <p>HOP pointed out error in Paper. Rise is PSED is 27% and not 3%. External validation of our judgements will be done in June. Phonics screening due and predicting 80% pass.</p> <p>Governor queried whether ESCC are too early making judgements about Sept 2022 cohort. HOP accepted it may be too early to know about dyslexic tendencies but ASD known as young as 2yrs. HOP advised that KS1 SATs currently taking place. Paper 1 was OK but Paper 2 more difficult. Finding children lack stamina in reading. External moderation visit expected next week. Teachers mark papers and Phase Leaders are double marking for robustness.</p> <p>VC congratulated HOP on behalf of Chair on smooth running and organisation of KS2 SATs. VC went on to thank MB & JS for carrying out observations alongside Chair.</p> <p>AA joined meeting at 17:23</p> <p>HOP credited JSt for her hard work. External Moderator attended on the 1st day and was happy with our processes. We attended a Joint Schools Moderation at Stones Cross School yesterday and shared methods of assessment.</p> <p>KS2 SATs were completed last week. Children were calm and focused. External feedback was positive. Main difficulty has been long term absence of Yr 6 teacher which has impacted interventions. HOP warned that we may be disappointed with the combined score. However targeted interventions have made a huge difference. In some cases students have gained up to 29 points.</p> <p>VC acknowledged efforts made to engage parents to read with their children.</p> <p>VC queried whether Boosted Reading Programme can be undertaken by unqualified persons. HOP</p>	

confirmed only qualified staff but ESCC have agreed another year of funding. Little Wandle also used 3 sessions each week.

Governor noted success of children working in small groups outside of the classroom.

Governor questioned whether environment of classroom needs to be adapted for those children. HOP explained that some successfully transition back to the classroom after one term of intervention. Others have needed longer. Interventions away from the classroom usually account for 1 hour of their school day. Ultimate aim is for children to use the skills they gain and work independently in the classroom.

Governor asked if the interventions were teacher led. HOP explained that teachers work with Primary SENCO to explore what can work for the individual child.

VC passed on request from Chair for less detailed data with headlines. HOP acknowledged request.

HT commended HOP for all her work in SATs.

Governor agreed that whilst there was a lot of Data, she was happy and impressed with it.

Governor pointed out small anomalies in Data where SEND & non SEND figures don't add up. HOP agreed to look into them.

- Secondary Headlines – AHT-A&C advised that assessments were carried out in Easter. Currently in exam season. Students are calm, settled and prepared. They are however showing various levels of anxiety.
 - Year 13 – due to lockdowns, this group has never sat formal public examinations. Impact felt on this group nationally too. Maths & Science are a challenge for them. We've had to develop their KS4 level to move them onto KS5 standard. Our results reflect the challenge and are lower than what we would like. Our smaller class sizes have made results more favourable than they would have been. Personalised interventions have made improvements.

VC expressed concern that inflated Teacher Assessed Grades in GCSEs have caused a problem and **wanted to know** if the students concerned were internal or external. AHT-A&C explained that our TAGs were conservative. Problem is that TAG was only carried out on subjects actually taught. Sections not taught were not to be included in TAG. Maths & Science suffered the most because of the course content not covered at the time.

- Year 11 – data/document comes from 4Matrix. AHT-A&C acknowledged that the format is not easily accessible. He highlighted gaps in Maths & English attainment grade 4 and above. Interventions in both subjects since Christmas have shown improvements. Students referred to are those who were not reaching their benchmark. Still shortfall in our own targets. He detailed subjects with successful interventions and highlighted those needing more attention.

Governor challenged whether the % increase could be regarded as a successful intervention. AHT-A&C acknowledged that more improvement needs to take place. More collaboration in school can improve this further. Small group interventions have been the most successful.

Governor asked if the different types of interventions are being reviewed. AHT-A&C confirmed they were. AHT-SEN added that the students that have struggled include those that are not attending lessons. He was confident that we have a narrative around the students that are not making the progress we would like them to. HT concurred. There has been a learning process around ensuring that we're tracking and monitoring students as early as possible. There will be work around systems and processes which will aid this. 4Matrix to be used to intervene earlier.

Governor noted success of interventions in Primary with the 2 short term contract staff and asked if this will happen in Secondary too. HOP clarified that there was a restructure in Primary where instead of sending additional staff into lessons, the children came out for interventions. AHT-SEN advised to do like for like in both phases difficult as students go from lesson to lesson in Secondary. Support required in KS4 is subject specific and needs to come from subject teacher/dept. Seeking to start interventions in September for those moving from Yr 6 to Yr 7.

	<p>VC questioned, on behalf of Chair, why Maths was a weakness in Secondary. AHT-A&C advised that it was the case across all year groups. Reasons are assessments and attitude to learning. 2 staff left at Christmas and their replacements have not found it easy to maintain levels of progress within classes. Improvement expected with new appointment in Term 6 and an action plan within Maths Dept itself. HT acknowledged that quality of teaching and monitoring has not been good enough thus far. Action plan in progress at the moment to change that.</p> <p>VC expressed concern and wanted improved position next year in Maths.</p> <p>VC observed Baccalaureate attainments figures of current and past years and noted fall in figures.</p> <p>VC queried how we compare with other schools. AHT-A&C advised trend reflects lack of provision in languages in past. Now have Spanish, French & German teachers.</p> <p>VC questioned whether teachers are promoting their language subjects to encourage GCSE uptake. AHT-A&C stated students are still engaged in lessons but are generally reluctant to choose a language as a GCSE option. Perhaps we need to consider it a compulsory option.</p> <p>Governor requested invitation into school at crucial times when curriculum is being developed and when teaching is being monitored internally. HT welcomed Governor's interest.</p> <ul style="list-style-type: none"> ○ Year 7 - CATs data shows current cohort is above national average. However 19 students are below. These students are being targeted to ensure they are accessing learning. Only 3 students are at very high threshold which is lower than previous cohorts but is indicative of the disruption of the last 2 years. <p>Governor asked whether Secondary staff visit Primary given their success. AHT- A&C confirmed staff are keen to work collaboratively and are being facilitated to do so by SLT.</p> <p>COG observed that although the Data is informative, there is a big difference between Primary and Secondary. He would like to see a more uniform format for the whole school. HT agreed.</p> <p>VC suggested some Data analysis training for Governors.</p>	Govs
6.	<p>Gildredge House Priorities</p> <p>VC invited HT to highlight items in Paper. HT in his presentation referred to 4 key areas put together by SLT to enable development of a SEF.</p> <ul style="list-style-type: none"> • Maureen Rodger - Consultant engaged in Teaching, Learning & Curriculum. Her report praised openness and honesty of staff. HT gave a summary of the actions arising. • Ethos - financially and demographically school has changed since its origin. Vision, mission and values need to be renewed. Our website lacks coherency and is repetitive in comparison to other organisations. To aid development of vision there is Parent Workshop planned next Tuesday made up of 30 parents across all phases. Second meeting will be opened up to a wider group. Staff Working Group has further meetings planned. Governors Away Day on 2 July planned. Student voice will also be included. New website will be launched in September. • Leadership & Management - wider review of middle and leadership structure underway. New cycle of performance and accountability will start from September. Data will be used to inform that accountability and early intervention with targets. Staff not meeting expectations will be supported through procedures. • Systems & Processes - increased monitoring of quality of teaching & learning with lesson observations & marking. Working party made up of heads of core subjects to formulate common marking, feedback & assessment methods. Whole school calendar being developed initially for staff then parents & students to improve communication. Behaviour Review being done next week. New meeting cycle being launched. <p>Governor queried whether there had been any marking & assessment standardisation school wide up until now. AHT-A&C advised that it has not been consistent across all phases thus far.</p> <p>Governor emphasised need for standardisation. HT agreed that students should be used to getting feedback across all phases in the same way.</p> <p>VC noted large workload in presentation and questioned how it will be managed. HT confirmed</p>	

<p>that tasks will be overseen by SLT but carried out by staff themselves. General recognition and appetite for change amongst staff and this work will help school move forward. Lesson observations need to be carried out with collaborative approach.</p> <ul style="list-style-type: none"> Curriculum, Teaching & Learning - HOP and AHT-A&C both gave a summary of work carried out so far. They spoke of opportunity to develop an all through school curriculum. Action plan being developed. CPD will be based on joint curriculum in Primary & Secondary. Enthusiasm to work collaboratively across phases apparent in meetings. Views and suggestions from staff help to create our intent drivers. Need to understand our aims for our students at KS5 and what skills they require when they leave us and put in place ways for them to reach that goal from YrR onwards. <p>VC acknowledged the huge amount of work done so far in documents, and wanted to clarify if they will feed into the SEF and SDP rather than duplicating work. HT confirmed that they would.</p> <ul style="list-style-type: none"> Primary & Secondary Partnership – HOP illustrated where collaboration between phases already exists such as regular meetings between SEND colleagues throughout the year and the Transition Programme where Yr 6 students have lessons in Science & Computers in Secondary classrooms. Moving forward, Yr6 & 7 tutors will meet in more focused meetings to discuss students individually and Transition Programme will include wider range of subjects in Term 6. AHT-B&A added that assemblies will take place to introduce Yr 7 tutors to Yr 6 students. Taster learning days already occur but will be expanded to include Yr 5. AHT-SEN stated Provision Map tool has been purchased which will allow us to map development of each student from Yr R to Yr13. Aim for it to be running by September 2022. Opportunity to extend interventions such as Lexia into Yr 7. <p>VC suggested Mapping needs to be included in the Away Day Agenda as a USP.</p> <p>VC questioned whether House System needs to be revisited. AHT-B&A explained that we can't always keep students in their existing House when they transition due to pupil statistics.</p> <p>VC asked for House System to be added to Away Day Agenda.</p> <ul style="list-style-type: none"> Marking & Assessment – AHT-A&C admitted that this is a significant area for improvement for us. Linked to data and curriculum. HOP & AHT-A&C are working together with colleagues to develop practices to standardise, teach, monitor and assess. Barriers before have been use of multiple data systems. <p>Governor pointed out that whilst recognising work on data, it is assessment that informs the data.</p> <p>Governor insisted that there must be a department by department standardisation of marking. HT agreed that this was a priority.</p> <ul style="list-style-type: none"> 6th Form – DSF gave an overview explaining that a whole school approach was essential. There will be a 5yr Action plan for 6th Form examining targets for growth, accommodation, entry requirements, curriculum development around new subjects such as Environmental Sciences and extra-curricular activities. Working with Primary & Secondary, students need to see that our curriculum allows them to leave us and go onto university and employment. <p>VC observed issues have been highlighted in past but there is a plan going forward and a marketing employee in place who needs to prioritise 6th Form.</p> <p>Governor pointed out that marketing of whole school needs to be improved.</p> <ul style="list-style-type: none"> Pastoral – AHT-B&A highlighted how increase in mental health issues, safeguarding and lack of capacity in external agencies has adversely impacted Pastoral Team. To assist, a PSA post has been added and class teachers then Heads of Departments made accountable for behaviour issues. Moving focus of Heads of Year to progress and attainment rather than behavior will assist. Staff training needed to address attitude to learning of students. Gateway provision needs to be adjusted by developing alternatives such as Forest School and Nurture Groups. 	<p>Clerk</p>
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	<ul style="list-style-type: none"> Library – AHT-SEN outlined current position. Lack of library real issue for school and has a knock on effect on literacy. Reading assessments for Yrs 7-10 due in June. Data will identify students below their reading age and interventions will begin at start of new academic year. Initially with TAs then developed to peer to peer reading. Drop everything and read initiative found to be beneficial by some schools. Extra- Curricular – AHT-A&C outlined thoughts on giving each year group a memorable trip to improve their learning and social development. <p>VC questioned where the time will come from to train staff on all the different elements raised in this agenda item. HT advised it will form part of CPD programme.</p> <p>HT thanked SLT for work that they have done already to start the process of improvement. He outlined further work being done such as Safeguarding Review (due tomorrow).</p> <p>VC echoed thanks to SLT.</p>	
7.	<p>SEND</p> <ul style="list-style-type: none"> In view of time constraints general agreement to postpone overview of Green Paper. 	
8.	<p>Admissions</p> <p>Chair of Admissions gave an overview. Primary & Secondary numbers positive noting several late applicants. Robust internal numbers moving into Secondary with 3 going to special schools. School assisting with enquiries received about Ukrainian students.</p> <p>HT noted Willingdon have been asked to take a Bulge Class in Yr 7 and will impact other schools.</p>	
9.	<p>Monitoring</p> <p>Governor recapped her visit on Mental Health & Emotional Wellbeing. Robust systems and structures needed. Presentation in Item 6 illustrates processes are being put in place to achieve this. She noted need of staff to be seen as a whole person as they have skills in addition to teacher. HT advised that HR Director starting in September and Staff Survey has begun.</p> <p>COG thanked Governor for excellent report. He recognised provisions have been put in place for Mental Health but it needs to be tied up and linked together.</p>	
10.	<p>AOB</p> <p>VC volunteered to be on panel for AHT vacancy.</p> <p>HT thanked KM_a for all her hard work covering DSL maternity leave. She has been phenomenal. VC also thanked KM_a on behalf of Board.</p>	
11.	<p>Confirmation of future Governor Meeting Dates for 2021/2022</p> <p><i>Please note that Committee Meetings will continue via Teams until further notice.</i></p> <p>ENTERPRISE COMMITTEE: 16th June 2022</p> <p>GOVERNORS AWAY DAY: 2nd July 2022</p> <p>FULL GOVERNING BOARD: 7th July 2022</p>	
	<p>Meeting Close</p> <p>VC thanked everyone and closed the meeting at 19.55</p>	