



## Southwold School Sub Committee Meeting Thursday 22<sup>nd</sup> February 2018

Time: 4.20pm

### **Present:**

|                                 |                           |
|---------------------------------|---------------------------|
| Chair:                          | Cllr Ian Rathbone (IR)    |
| Executive Headteacher Governor: | Stephen Hall (SH)         |
| Headteacher:                    | Stephen O'Brien (SOB)     |
| Associate Governor:             | Victoria Crawford (VC)    |
| Parent Governor:                | Lenna Marsen (LM)         |
| Co-opted Governor:              | Alberta Senyah (AS)       |
| Apologies:                      | Richard Allen (RA)        |
|                                 | Noah Birksted-Breen (NBB) |
| Minutes taken by:               | Euralene Nunwa            |

### **1. Apologies/Consent for Absence**

The Chair welcomed everyone to the meeting and round the table introductions.

### **2. Governing Body Organisation**

- a) Membership  
None
- b) Declarations of interest in items on the agenda & register of pecuniary interest for 2017/18  
None
- c) Terms of reference  
None
- d) Governing Body Annual Calendar

Next Visit/Meeting:

4<sup>th</sup> May 2018 Visit Morning at Orchard

24<sup>th</sup> May 2018 Full Governor Meeting at Hoxton Garden - 6pm

14<sup>th</sup> June 2018 Subcommittee at Southwold - 5pm

### **3. Agreements of the meeting from the last meeting & any actions arising**

RESOLVED: that the minutes of the meeting held on the 5th October 2017 were approved and signed as a true record.

### **4. Headteachers' Report**

#### **4.1 Attainment and Progression**

School tracking data suggests that the large majority of pupils (80%) in all year groups are at the expected levels in reading, writing and maths. In Year 2 and 6, the children remain on track to meet the targets set and exceed national averages. School progress measures show that all year groups and significant groups of pupils (including PPG) are making more than expected progress in reading, writing and maths (more than 10 points). This progress is now recorded as value added.

Black Caribbean pupils in reading have been identified as a target group (as a result of their Key Stage 1 outcomes) and the school is now taking part in the Hackney RAG reading project. Louisa (TA) has had training for this and the project will benefit 6 children.

The Inclusion Team (Alice and Meera) have been tracking the progress of SEND pupils over the last six months and are currently reviewing/setting targets for PLGs. Next term they will be implementing the new way of target setting for SEND pupils (adopted across the three schools) - wave 1, 2 and 3 provision.

#### **4.2 Quality of Teaching and Learning**

The targets for outstanding is 60%. The focus has been on ensuring that all NQTs are good - the school has 3 NQTs and at the moment all teachers are graded good. Currently 60% of teachers are graded good and 40% outstanding, so the school will now be working on moving more teachers to outstanding. Good teachers have 'developing excellent practice' plans in place which include working with the teaching and learning consultant (Jonny) and observing those teachers that are currently outstanding across the three schools.

The SENCO moved on at Christmas, however a replacement was recruited and joined the school in November in order to ensure a smooth transition of roles. The school has been awarded the 'Inclusion Quality Mark Centre of Excellence' status again, with a very positive report which makes reference to outstanding provision.

There have been no changes in staff or resignations. IR commented on this being very positive. This will mean no class teachers leaving at Christmas or Easter this year.

The federation have been actively recruiting for September 2018, since before Christmas. NQTS, experienced teachers and Assistant Headteachers have been recruited so far.

#### **4.3 Behaviour and Safety**

There has been 3 fixed term exclusions due to disruptive behaviour (amounting to 4.5 days), this is the same amount of exclusions as last year, however the amount of days has decreased. There have no recorded incidents of bullying.

The attendance panel will be meeting next week. Fixed penalty notice warnings have been issued to the families of persistent absentees. It was noted that there was no change in authorised absence. Unauthorised absence percentage has dropped from 3.2 in the Autumn term to 1.3% in the Spring Term.

#### **4.4 Operational Data**

Pupil roll has gone up slightly. FSM numbers have dropped from 37.2% to 27.5% due to leavers and non-FSM renewal. SEN numbers have stayed the same since Autumn term. SH commented that on the next report the PPG (ever6) amount should be included, as well as the FSM as this would help illustrate the number of disadvantaged pupils more accurately.

#### **5. Outcome from HLT review**

Four trails enquiry (possible Ofsted trails)

##### **Wider Curriculum**

This was identified as a clear strength for the school. Both the curriculum and the enrichment opportunities offer excellent hand-on opportunities for children.

##### **Early Years Provision**

Again, this was identified as very strong, excellent provision indoors and outdoors. The EYFS meet together every week visiting each other sites, which has had a significant impact on the day to day provision.

##### **SEND**

The inclusion team spoke very well of provision and how well the children are progressing. However provision for wave 3 (EHCP children) not as finely tuned, they should have more bespoke provision. Alice and Meera are now spending more time in class looking at provision.

##### **Reading Provision for Most Able**

Reading provision in Year 6 identified as strength. However, need to order more in-depth/challenging texts. The school has already acted on this and invested in more Home Readers (books that children take home). To ensure that books do not go missing, books are recorded going out, but they do not necessarily come back. However the school plans for this in the budget.

#### **6. Consideration of provision for SEN/PPG & vulnerable pupils**

See above (Head's Report) with reference to SEND and PPG/groupings.

#### **7. Evaluation of outcomes from parent survey**

The findings from the parent survey would suggest that parents do not always know what the school is doing in terms of educating the children about drugs and alcohol education. The school will be running a coffee morning to highlight the work that it does including; comprehensive PSHCE curriculum, enrichment weeks such as 'Keeping Healthy Week' and workshops for Key Stage 2 such as the one at Hackney Central Library.

IR commented on the low up-take of the parent questionnaire. Survey monkey was suggested as a way to target more parents. However, many of the parents/carers do not have access to ICT, beyond their smart phone. The school has to heavily support parents when completing secondary transfer forms.

SOB met with the local community Police Officer this week who has volunteered to carry out workshops on the following topics; knife crime, gangs, dangers of drinking, drugs and smoking. This will be an ongoing focus as a result of the parent feedback.

#### **8. Any Other Business**

- IR informed governors that he was part of a working party group, hoping to stop the council from cutting funding to SEND children in Hackney, he praised Southwold on what a wonderful job they were doing.
- IR advised Governors that he attended a Controlled Parking Zone (CPZ) meeting along with 40 local residents to discuss the proposal by the council to introduce CPZ by September 2018 in the streets surrounding Southwold Primary school, the residents are upset that they would have to pay to park outside their own homes, and are hoping to get a discount. This will also impact on Southwold with regards to recruitment, as currently it has on-street parking.

#### **9. Southwold School Development Plan**

School Development Plan has been reviewed and is included in the governor pack for governors' reference.

#### **10. Glossary of Common Terms**

None