

Archway School: Full Governing Body Meeting

Minutes of Meeting held on 1st February 2017 at 5pm

Present: Colin Belford **CB**, Pam Swindell **PS**, Vic Lewis **VL**, Lesley Ryall **LR**, Anne-Marie Delrosa **AD**, Sarah Warner **SW**, Alan Potter **AP**, Barry Upward **BU**, Gavin Townsend **GT**, Emma Bradshaw **EB** and Georgia Boon **GB**

1. Apologies

Apologies were received and accepted from **NC, NR, KD, CHA, BC and AE**

2. Declarations of Prejudicial Interest

There were none.

3. Minutes from previous FGB Meeting and Matters Arising not covered elsewhere

The minutes of the previous FGB meeting (30th November 2016) were accepted as a true and accurate record and signed by the Chair.

Matters Arising

Item 7: Following the decision by the FGB to offer collaborative support arrangements to Coln House, **PS** and **AD** had attended a disciplinary meeting which had turned out to be longer and more challenging than expected. There has, as yet, been no further information about any future involvement in the proceedings.

4. Headteacher's Report

The Headteacher's Report had been circulated prior to the meeting.

CB also drew attention to the following issues:

- Due to concerns about the projected school budget, one year contracts are currently being reviewed on a case by case to decide if they are to be renewed or terminated.
- Archway's exclusion figures (2015 – 16) are up compared to the previous four years. This upward trend is also reflected generally in Gloucestershire's secondary schools. Whilst the school does all it can to explore alternative intervention strategies in order to reduce exclusions, there is often no choice but to exclude pupils when behaviour has been completely unacceptable.
- The most recent Raise Online data and accompanying analysis had been included with the report. The SLT and the Curriculum Committee had found Dominic Salmon's new report format really helpful. He is happy to go through these documents with any governors wanting further clarification.
- **CB** drew attention to key issues and confirmed that Maths Progress 8 attainment is a major focus of attention due to under-performance highlighted throughout the year groups.

5. Strategic Plan

The various priorities which make up the Strategic Plan had all been reviewed during the last round of committee/Chairs' Group meetings. Progress had been judged to be satisfactory in all areas. The updating of actions (progress and/or completion) will be done before the next reviews take place in Term 5.

6. Pupil Premium Report

LR presented her Pupil Premium update and referred governors to Rachel O'Bryan's Pupil Premium Report January 2017 (*see Appendix 1*).

LR responded to queries from governors about the various Pupil Premium intervention programmes and emphasised that they are all subject to close monitoring by **ROB** to establish their cost effectiveness in terms of impact on pupil attainment and well-being.

7. **Subject Visits**

SW presented her Subject Link Governor Report which gave an overview of the recent departmental visits carried out by governors. One of the key issues emerging from these visits had been the concerns staff had about the new GCSE syllabuses and the lack of appropriate resources to deliver them. All agreed that it is a testament to the commitment of the staff in the school that they are doing the best they can in the current circumstances and working hard to adapt in order to ensure that the pupils are not disadvantaged by the rapid pace of change.

Thanks were extended to the governors who had undertaken the visits and to **SW** for collating the results.

Action: BU will liaise with Damian Barry regarding a future Learning Support departmental visit.

Action: SW and AD will devise questions for the next round of Subject Visits due to take place in Term 4; reports need to be sent to SW before the Easter holidays (topics: Literacy and impact of 'Show My Homework').

8. **Succession Planning**

A new parent governor, Barnaby (Barnes) Clutterbuck has been elected to the governing body.

Action: VL agreed to mentor the new parent governor. GB agreed to contact Dominic Salmon to arrange a meeting for herself and Barnaby Clutterbuck regarding Progress 8

9. **Recent Changes in Government Education Policy**

CB provided an update regarding recent government policy initiatives:

- Last year's White Paper on future academisation, 'Every School an Academy', is no longer to be taken forward. Any application put forward for a Multi-Academy trust must be able to demonstrate that it is financially viable.
- Local Authorities are to be invited to take part in the leadership of education in their areas, although it is not clear whether they are to have any role in supporting school improvement.
- Local Authorities will not be able to open any new schools. All new schools have to be either academies or free schools.
- **CB** and **AD** are to attend a Local Authority conference next week entitled, 'Shaping the Future in Gloucestershire' and will report back at the next FGB meeting.
- 33 comprehensive secondary heads recently met to discuss the government's Green Paper which outlines plans to allow new grammar schools to open. As part of the consultation process, they put forward their views in a letter to Justine Greening.
- The government's new National Funding Formula will mean some schools receiving more money due to the new deprivation measure, whilst others, like Archway, will receive less.

10. **Stakeholder Voice**

The following governors will be attending Parents' Evenings (4.30pm start):

8th February **AD**

28th February **GB**

29th March **AP**

AD will also attend the Y7 Information Evening on 6th July.

Action: The school's completed Parents' Evening questionnaires will be made available for governors to read at the next FGB meeting on 10th May

Action: Governor attendance at the Y5 Open Mornings in July will be organised at the next FGB meeting on 10th May

11. **Committee Reports**

(Minutes of all the recent committee meetings had been circulated prior to the FGB meeting: additional points below)

Chairs' Group

- There is a new, red signing-in book on the main reception desk for the exclusive use of governors.
- Governors were reminded that apologies need to be received in advance of any meeting they are not able to attend.
- **EB** volunteered to attend the next Chairs' Group meeting on 29th March.

Finance & Staffing Committee

- On the recommendation of the committee, the FGB agreed to delegate responsibility for traded services contracts to **CB**.
- On the recommendation of the committee, the FGB agreed that the completed SFVS audit was ready to be sent to the Local Authority.
- On the recommendation of the FGB, the committee accepted the audited, independent examination of the unofficial funds.
- FGB was informed of the review of the Appointments policy

Curriculum Committee

- Nothing more to add to beyond information in the minutes.

Welfare & Discipline Committee

- FGB was informed of the review of the Equalities and Substance Abuse & Medicines policies
- **AD** will attend the School Council meeting on 9th March.

12. **Health & Safety**

A Local Authority Health & Safety representative is coming in to school to check the Judicium paperwork to see if it meets LA standards regarding health & safety in schools and to discuss an alternative LA offer.

Action: The Finance & Staffing Committee will consider the two options regarding Health & Safety monitoring and support at its next meeting so that a decision can be made before the expiry date of the current Judicium contract in the autumn.

13. **Governor Training**

- Details were provided about a 'Health & Safety' course taking place next month. **VL** will attend.
- **PS** is to attend a workshop dealing with handling complaints.
- **GB** is to attend a Monitoring and Challenge training course.
- Governors were invited to contact **AD** or **AL** if they have any training needs.

14. **Chairs' Correspondence**

See 'Matters Arising'.

15. **AOB**

a) The current school musical, ‘Bugsy Malone’, has been described as ‘a stunning success’. Press coverage has been organised.

The meeting ended at 6.50pm. The date of the next FGB meeting is 10th May 2017.

Actions

Action: BU will liaise with Damian Barry regarding a future Learning Support departmental visit.(Item 7)

Action: SW and AD will devise questions for the next round of Subject Visits due to take place in Term 4; reports need to be sent to SW before the Easter holidays (topics: Literacy and impact of ‘Show My Homework’). (Item 7)

Action:VL agreed to mentor the new parent governor. GB agreed to contact Dominic Salmon to arrange a meeting for herself and Barnaby Clutterbuck regarding Progress 8(Item 8)

Action: The school’s completed Parents’ Evening questionnaires will be made available for governors to read at the next FGB meeting on 10th May (Item 10)

Action: Governor attendance at the Y5 Open Mornings in July will be organised at the next FGB meeting on 10th May (Item 10)

Action: The Finance & Staffing Committee will consider the two options regarding Health & Safety monitoring and support at its next meeting so that a decision can be made before the expiry date of the current Judicium contract in the autumn.(Item 12)

AL Clerk to Governors

Appendix 1

**Pupil Premium Update January 2017
Latest progress base on interim 2 data:**

	Progress 8		Higher Prior Att		Middle Prior Att		Lower Prior Att	
	Non PP	PP P8	Non PP	PP	Non PP	PP	Non PP	PP
Year 7	-0.11	-0.09	-0.25	-0.34	0.04	0.01	0.08	-0.14
Male				-0.35		-0.23		-0.24
No. Students				7		9		3
Female				-0.33		0.12		0.16
No. Students				4		20		2
Year 8	0.32	0.14	0.01	-0.35	0.51	0.18	0.96	1.21
Male				-0.32		0.26		

No. Students				6		9		0
Female				-0.36		0.12		1.21
No. Students				9		15		6
Year 9	0.21	0.07	0.24	-0.35	0.24	-0.02	0.86	0.86
Male				-0.23		-0.45		0.37
No. Students				10		8		5
Female				-0.75		0.16		1.36
No. Students				3		19		5
Year 10	0.41	0.05	0.51	-0.82	0.26	0.09	0.99	0.6
Male				-1.22		0.08		0.74
No. Students				4		11		4
Female				-0.01		0.09		0.46
No. Students				2		7		4
Year 11	-0.08	-0.6	0.33	-0.15	-0.38	-0.97	-0.84	-0.49
Male				-0.67		-1.51		-0.9
No. Students				6		14		6
Female				0.2		-0.09		0.2
No. Students				10		9		4

Commentary:

- Year 7 progress overall is below national but the main focus need to be on higher prior attainers and specifically boys.
- Year 8 progress is positive and above national but a focus need to be paced on higher prior attainers, boys and girls.
- Year 9 progress is positive and above national but a focus need to be placed on higher prior atainers, boys and girls as well as boys in the middle prior attainers category.
- Year 10 progress is positive and above national but a focus need to be placed on higher prior attainers, specifically boys.
- Year 11 progress is below national and a specific focus needs to be placed on boys.

Overall students are to be targeted to address coursework & subject specific underperformance.

In the middle prior attainers 1 student is currently on 5 entries & 2 students have been educated full time at alternative provision since year 10

In the lower ability prior attainers 2 students are significantly underperforming due to attendance and behavioural challenges

In addition to academic progress behaviour and attendance continue to remain a focus. Throughout terms 1 & 2 42% of BFL referrals were attributed to the PP cohort. Currently year 9 have been identified as a priority group to address behavioural challenges.

Interventions to date:

Higher ability focus:

The Brilliant Club:

12 year 9 students have completed the Scholars Programme as part of the Brilliant Club initiative. Students were identified based on their prior attainment level and they received 6 university style tutorials along with a visit to Warwick University and they will be attending Cardiff University for their graduation event in February.

Students followed a Science stream focusing on: Biology – Understanding Viral Infections: Ebola
Of the 12 students the following grades were awarded for the final 1500 word assignment:

XX received a 1st grade

XX received a 2:1

XX received a 2:2

XX received a 3

XX received a pass

Extension of The Brilliant Club:

Links have been made with Gloucestershire University's Graduate Advocate Programme with 2 University students attending lunchtime sessions with the previous Brilliant Club Scholars now in year 11.

30 students in years 10 & 11 have been invited to a visit to the University of Gloucestershire to discover more about University life.

KS3 Narrowing the Gap:

Following the termly NTG meetings students have been identified for targeted intervention for maths and or English.

Overall:

31 students in KS3 have been targeted for maths intervention (mathletics + in class and extraction support)

14 English students in KS3 have been targeted for English intervention (SPAG focus + in class and extraction support)

37 students in KS3 have been identified as potential stretch and challenge in English through the Strive programme

A parent information session was delivered in January to outline support being given and provide parents with resources to help with work at home. 17 parents attended out of 52 invited, all received a phone call and a letter.

Youth Empowerment Session:

12 students from key stage 4 and 5 attended a session aimed at improving self confidence, literacy skills and particularly oratory skills

Achievement for All:

60 students in key stage 4 have been identified for the AfA programme. The first round of structured conversations have been undertaken with parents/carers and the student. Targets have been set and shared with staff where appropriate.

Behaviour focus:

Bridge Builders:

This programme has continued to run with the following groups:

Year 9: mixed group of 13 students (7 boys, 6 girls)

Year 10 & 11: female group consisting of 11 students (6 in year 11, 5 in year 10)

Impact:

Year 9: 38% decreased or received same number of referrals and 31% increased the number of praise points received

Year 10: 60% of students have decreased their number of BFL referrals whilst in year 11 this figure is not as positive with only 33% decreasing or maintain the same number of referrals

Elite Commando Survival Programme:

Group of 10 year 9 students have been targeted to receive a weekly intervention over a 12 week period specifically to address their behaviour and attitude to school. This programme commenced 9th January.