

THE GOVERNING BODY OF DIAMOND WOOD COMMUNITY ACADEMY

Minutes of a meeting of the Governing Body held at 5.00 pm at the school on Wednesday 6th February 2019.

PRESENT

Mrs L Whittaker, Mrs A Farrar, Mrs Lyons, Mr Jones (Chair), Mr Forrest, Mrs Marriott-Mills, Mrs Claxton.

In Attendance

Mrs K Brunier – Minute Clerk, Mrs H Tombling, Mrs Titherington.

2390. **APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

. Mr A Marban, Miss Alderson.

2391. **NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS.**

- Safeguarding report.
- Replacement programme for Headteacher.

2392. **REPRESENTATION**

- Mrs Claxton has decided to remain as a governor but resign as Chair so in the absence of Miss Alderson Mr Jones is happy to act as Chair for this meeting.

2393. **MINUTES OF THE MEETING HELD ON 16th January 2019**

RESOLVED:

That the minutes of the meeting held on the 16th January 2019 be approved and signed by the Chair as a correct record.

2394. **MATTERS ARISING**

2395. **DECLARATIONS OF INTEREST**

Nothing to declare.

2396. **SCIENCE REPORT**

Mrs Tombling (based in Nursery and shared the science lead last year with Mrs Lyons) – Science lead provided a report. Mrs Tombling is focussing on 'Everything from the World'. The data was discussed as follows:

- Nursery target is 45% working at aged related expected (ARE).
- Science is working slightly below ARE but does show a 3 year upward trend.
- Mrs Tombling attended a science network meeting and sent all useful links and resources out to all staff members.
- Watchstead provides reports about what Ofsted are saying about science.
- Feedback questions for middle leaders have been sent out to help with understanding.
- Next week is British science week and focusses on Journeys.
- Last year we ran a STEM challenge and we still need to decide if we want a Science day?
- Half term monitoring children's work.
- Learning walks are completed.
- Challenge areas in school have been created.
- Pupil and staff questionnaires - next steps
- Each year has a scrapbook evidencing the work completed and the progression made.

Mr Forrest asked about the scrap books and Mr Jones asked if each year group would contribute to the book each term. – Yes.

Diamond Wood is an Eco school and has a Green Flag. The school also has its own school council and is a Fairtrade school.

Mr Jones asked what is now stopping the progress of science – Exposing children to more experiments and having time to investigate, not just using books to get the answers.

With the new Ofsted framework, using english and maths skills in science will help and produce more WOW moments.

Mr Forrest said another questionnaire to reflect the impact of the above measures would be good.

Thanks were given to Mrs Tombling for her report.

2397. Review Pupil Performance Data.

Mrs Titherington provided a report that is based on information collected at Christmas, but this information is changing all the time. The report shows for Nursery:

- All 17 Aspects of the curriculum were recorded and the percentage of whole class and key focus groups.
- Mr Forrest asked what abbreviations stood for and Mrs Titherington offered to provide a training session.
- Children enter the year at well below national average but now 33% are at aged related.
- The class has a higher % of boys than girls.
- 66% of Pupil Premium children are working at ARE
- Technology has a 0% gender gap.

This report shows positive progress but after the January new starters join the base line will be lowered. (19 new children, 13 girls and 6 boys).

Mr Jones asked if the profile of the year is similar – Mrs Titherington said it was slightly lower but progress made is similar.

The report shows for Reception:

- Predictions show that last year results were 61% and this year is 67% reaching GLD
- 9 children are currently out of the country for a long period and 3 new boys have started in the year group.
- When the children return to the class the predictions could drop but interventions are already in place.
- The gender gap has closed from 17% to 16% this year but the class is boy heavy.

Mr Jones asked are the classes split – No the classes are split randomly.

The report shows for Year 1:

- ARE – 63% reading, 61% writing, 64% maths.
- Gender gap is large, and the data shows the gap is increasing.
- 4 new boys without English have started in this year group.
- There is a focus on boys with interventions and boosters in place.
- Greater depth figures show a big increase – 19% Writing, 17% Reading and 20% maths. This group are receiving challenges to improve.

The report shows for Year 2:

- ARE – 69% reading, 67% writing, 73% maths.
- The report shows a positive picture, just below national average but the figures are expected to rise.
- This year group has a small gender gap.

Mr Jones enquired about the new boy arrivals in Year 1, does this make the year boy heavy and will this impact? – yes

- Boys are out performed by girls in reading and maths but are out performing girls in writing.

Mr Jones asked about the difference in year groups – are all teachers giving good lessons or is it the difference in pupils? Definitely a difference in the cohorts and not the teaching.

2398. Ofsted Data Dashboard.

A report printed from the data summary report – This information has already been reported to governors, just in different formats.

- Interesting that KS2 attainment is mentioned even though the school doesn't have a KS2.
- Phonics - 10 children in year 1 not meeting the standard – last year it was 15.
- 75% of pupils in Phonics achieved the expected standard – the same of last year but this year a lot more passed 36 – 40 carrying lower achievers.
- New arrivals and SEN struggle with phonics and pull the figures down.

Mr Forrest asked if the preferred figure is 32 – yes.

The general trend is not getting higher attainers but starting low and working up to national average. – This is huge progress.

- Behaviour shows that the overall absence is above the national average with a similar level of deprivation. However, 1% down as a result of children on extended leave.

Mr Forrest noted that the figures are skewed because of the area's deprivation and the wide spread of nationality.

Mr Jones noted that the data dashboard shows the ethnic minorities but not the data.

Mrs Whittaker said following a recent review of the data, a recommendation to drill down into the attendance data to show the effects of extended holidays would be acted on. This would also show what work is happening when children return to accelerate learning.

Page 5 shows strong figures and that the data is in line with national average:

- Exceeding in maths
- Writing 1 above national average
- Reading below.

Thank you.

2399. SDP Updates

The school development plan has already been distributed and discussed in earlier meetings, so an overview was provided to show the work done to date.

- A review has recently been completed and we are waiting for the report.
- Gender Gap has been addressed in earlier reports.
- A structured plan to welcome new students into school and to track their progress is outlined.
- The development of the strengths within the workforce is outlined with plans for continued CDP.
- Art and Design – bringing new people in to offer new opportunities and broaden experiences and will continue to do so over the year. Questionnaire for parents. Mrs Whittaker has also contacted Gifford Rolfe to discuss plans to achieve Artsmark. Creative areas have been created in all classrooms. There is an inset day planned in May to help staff embrace and develop the teaching of Art and Design.

Mrs Claxton asked how much opportunity children have to use the art areas? – Mrs Whittaker said the areas are accessed more on an afternoon. There is also an area outside the hall between 12 – 1pm for classes to experiment – a different year group each term.

- The school Art Council has requested more resources.
- WOW moments – Printworks will give free time – help towards Artsmark.

Mrs Marriott-Mills suggested that local art students might come into school and work with groups of children.

Lots of good opportunities in creative arts.

2400. Head Teachers Report

- Mayor visited school and took part in an assembly. He also met with all the children councils and held question and answer sessions.
- Page 2 shows movement of children in and out of school. These change the dynamics of the class and a strong induction process is in place. – Reviewed every half term.

Mr Forrest asked if this process just for new arrivals – Yes – It would be interesting if this could be done for all children – it is discussed at all pupil progress meetings.

- Page 3 and 4 provided for information.
- Page 5 highlights the gender gaps in each year group. Nursery new starters will alter the gender numbers.
- K code numbers have increased since September now that all the assessments have been completed.
- Page 7 details attendance – Attendance is followed up weekly. Serious concerns are monitored, and children and parents receive targeted help. Un authorised attendance is already high; EU absence is highest – national average shows EU attendance is low so figures are actually good.

Mrs Lyons – EU countries starting age at schools is older, so parents do not understand the impact on attendance and learning.

Mr Forrest asked if things could be done - investment in the language differences, ie translation would help.

- National average figures for the Eastern European is section is very low so the school is doing well.

Mr Jones asked if we are doing everything we can reasonably do? – Mrs Whittaker said yes we are.

- Absences of a prolonged time will affect the attendance figures, so we need to be able to drill down on the data and filter. This was a recommendation following the SIP visit and would be helpful when Ofsted visit. The deprivation figures for the school will not help when looking at the data.

Mr Forrest asked if all schools in the area has the same problems with attendance? – Yes, and the SIP suggested that a comparison of data with other schools would be helpful, however it has proved to be hard to find published data – Still trying.

- Page 8 shows under persistent absentees 55 extended leaves, but we are early in the year and this will alter. Mrs Marriott-Mills asked if these children are included in Safeguarding as they could be in more than 1 category? – Yes, but not at the moment, no absences are authorised by Mrs Whittaker. Penalty notices are issued to both parents.

- Page 9 showed the progress being made on monitoring the teaching and learning.
- Page 10 shows the events and visits made in the first term.

2401. Policies

- Safeguarding Policy – agreed
- Child Protection Policy - agreed

2402. AGREED DATES FOR THE NEXT MEETING

Mr Jones suggested that the number of meetings proposed be reduced due to the effectiveness of the information provided, meaning fewer meetings with greater importance. It was agreed that there should be 2 meetings per term, therefore the dates were agreed as:

- Recourses – Wednesday 20th March
- Standards – Wednesday 22nd May – to include the Budget
- Standards – Wednesday 3rd July

2403. AOB

Safeguarding Report: -

- Page 1 - detailed the numbers of cases reported in December and January.
- Page 2 – Showed the training completed and detailed the Team Teach training scheduled for March. The first aid training provided for parents has been going well with 100% attendance. We have also providing Romanian courses, with a focus on child attendance with some brilliant help from parents providing translation.

Mr Forrest asked if it was allowable to use parents to translate for other parents? Mrs Whittaker said it is useful to have a friend who can translate of parents who require it. This solution would not be used in any cases involving safeguarding.

- Page 3 – Safer Internet Day – Grant won for £1500 to provide resources. A Coffee Morning has been organised, but it was disappointingly attended by 5 parents. SPLAT entertainment designed to educate children was also organised, but a poor outcome led to cancellation. Alternative ideas are being investigated.
- Page 4 – International Woman’s Day – This is going to happen on Friday 8th March and everyone is invited to attend.
- Mrs Farrar was asked to provide Safe Guarding for Governors – A date will be arranged.

Health and Safety Fact finding Meeting: -

- Mrs Stead and Mrs Farrar have held a meeting and completed a site survey.
- An action plan has been agreed.

Recruitment: -

The Trustees have agreed that all recruitment will be offered to employees within the trust before external advertising.

- All existing Heads have been offered the opportunity of becoming Diamond Wood's next Head Teacher – not an option.
- A Deputy Head Teacher could be appointed to become the next Head Teacher – Diamond Wood is a large school whose last Ofsted report was Requires Improvement.
- Executive Head Teacher - To become the next Head Teacher would be a big step for a Deputy, the support and mentoring from an Executive Head Teacher for 2 years would be advantageous.

All Deputies have been offered the job opportunity and we will have at least 1 candidate. Interviews will be held jointly between the Trust and the Governors. – Volunteers will be required – The deadline is Friday.

Mr Forrest asked whether by promoting internally, would the time line for an external advert be complicated? Mr Jones felt that any gaps would be at classroom teacher level and easier to fill. We have some very good teachers within the Trust ready to progress.

Thank you for your attendance.

2404. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.