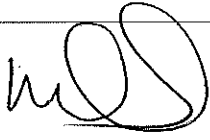







MINUTES	
OF THE STANDARDS COMMITTEE MEETING	
Date	Tuesday 4th October 2016 at 3:30pm
Venue:	Meeting room

Present	Dan Thomas Rachael Nicholls Wendy Bloor Andrea Fisher Julian Goodier Page Melvyn Latham Sylvia Siddorns (Chair) Rebecca Wollaston Steve Lee Mark Jones Emma Appleyard	 7/2/17	Executive Head Head of school Staff Governor Parent Governor LA Governor Co-Opted Governor Co-Opted Governor Business Manager Parent Governor Parent Governor Co-Opted Governor
Apologies	None		
Absent	None		
In Attendance:	Sara Robertson		Clerk

AGENDA ITEM 1	WELCOME & APOLOGIES FOR ABSENCE
Discussion	The Chair welcomed everyone to the meeting. Apologies: There were no apologies to be noted.


AGENDA ITEM 2	DECLARATION OF PERSONAL & PECUNIARY INTEREST
Discussion	 Pecuniary Interests There were no additional interests to note on behalf of the Committee.


AGENDA ITEM 3	DECLARATION OF ANY OTHER BUSINESS
Discussion	There was no other declaration of other business to note.

AGENDA ITEM 4	PART ONE MINUTES OF THE LAST MEETING
Discussion  Minutes from 08.06.2016	The minutes of 8 th June 2016 were circulated to the committee prior to the meeting. The minutes were approved by the Committee as being a true and accurate record.  Scheme of Delegated Authority DT ran through the attached document, which was circulated during the meeting, DT advised that whilst there is no change to the scheme of delegation the format has been changed to simplify and make the document easier to follow.



Decision The minutes of the 8th June 2016 were noted to be a true and accurate record.

AGENDA ITEM 5	MATTERS ARISING
<p>Discussion:</p>  <p>Cheshire East Training Programme</p>	<p>Item 5: Channel Link Training. All governors urged to complete training. Action: Sara Robertson to re circulate the training details that was provided by Laura Nicholson last term. http://course.ncalt.com/Channel_General_Awareness/01/index.html.</p> <p>The Committee also discussed what training was required, in particular for the new Governors who have joined the LGB. DT advised that the Local Authority do provide training, including training for new Governors. Action: Sara Robertson provide the link for the LA training.</p> <p>http://www.cheshireeast.gov.uk/schools/school_governors/school-governors.aspx</p> <p>DT advised that if any of the Governors believed that further training is needed on a specific area then training can be arranged in house across the Trust. Action: DT to review the training, referring back to the Articles of Association and arrange across the Trust.</p> <p>Item 9: DT to email out the safeguarding report and to follow up proposal to work with parents regarding internet safety. Completed</p> <p>DT advised that a safeguarding audit has been completed and based on the audit the safeguarding report was produced. Action: DT to provide safeguarding report to SR to circulate to the Committee.</p> <p>RN advised that the school have recently completed a safeguarding workshop to keep the parents up to date. RN advised that they will look to follow schools in the area and provide updates at the 'meet the parents' sessions for the older children alongside the workshops.</p> <p>RN advised that there is a new staff member and they will be booked onto the level 1 training. DT advised that RN is now the designated Lead for Safeguarding with DT as Deputy; level 3 training will be put in place for RN, DT. The training is updated every 2 years.</p>
<p>Decision</p>	<p>Action: Sara Robertson to circulate details for the Channel Link Training Action: Sara Robertson to provide Governors with the Local Authority training details Action: Dan Thomas to review the training, referring back to the Articles of Association and arranging training across the Trust. To be completed by the end of Term. Action: DT to provide Safeguarding report to SR to circulate to the committee.</p>

AGENDA ITEM 6	UPDATE OF PUPIL PROGRESS & ATTAINMENT
<p>Discussion:</p>  <p>Summary of Provisional Results</p>	<p>RN circulated the attached document during the committee meeting. RN explained the data confirming the results for last year and this year, comparing the school and how the school ranked with likeminded schools, the local area and nationally.</p> <p>The comparison locally has been made within the Shavington Network, which include local schools in the area.</p> <p>RN advised that all data areas should be 'green'. This looks at the national average and where the school is. RN noted that they have been unable to publish the above average results.</p>



RN referred to the 'red' data which is phonics. A Phonics test is carried out at the end of year 1 for ability; the results last year were 69% and this year were 72% showing improvement and development following the focus on staff training and encouraging the parents to focus on Phonics. These results are very pleasing.

Q SL asked if there had been a change in assessment as the figures are lower? **RN** advised that the assessments had changed and that this was the first year of assessments, so it is very difficult to compare the data. This will need to be reviewed in 2017. **RN** advised that previously the curriculum was set in levels. It is now assessed at below, expected and over achieved.

RN advised that Yr 6 was a poorer performing cohort, but the School is thrilled with the improvements and that they have achieved 'green' data.

WB advised that the Yr 2 assessments were carried out for Reading and Maths. **SPaG** was not done this year as the assessment papers had been leaked. This will be included within next year's papers.

RN advised that the Writing Assessments are done internally and then sent for external moderation. This is done through the Shavington Network.

Q SL asked if they were confident in keeping standards the same? **A:** **WB** advised that to ensure that there is continued progress they will continue to moderate internally and with the external moderation. **RN** referred back to the data sheet for the figures of previous years.

Q SL asked if the school are above national is this marked in green? **A:** **RN** ran through the national targets and the colour markers on the data sheet including **GLD** which is a good level of development.

RN advised that **KS2** testing was slightly different. They were formalised tests in the hall including Maths, **SPaG**, Spelling and Reading papers. Pupils sat these under test conditions, with the writing being assessed internally and then externally moderated across the network.

Q **MJ** asked what happens if they do not meet the standard? **DT** advised that there would be catch up sessions and the children would then have to re-sit the paper. **RN** advised that they have met with the Shavington Network and the standard has been difficult to set due to the change in levels. It has had more of a significant impact on the Secondary Schools. **RN** advised that if the children achieve a scaled score of 100 this is the expected level.

RN advised that the data is pleasing., It is good across the board and this would reflect well to **OFSTED**. . The Phonics data has remained the same and this shall be reviewed for a comparable.

RN advised that the floor targets have now been set for schools. Initially this was set at 85%. When the interim assessments were released it was clear this could not be achieved and was reduced to 65%, although the national average is 53%. The attainments target is 65% but the children have to achieve all 3 for English, Writing and Maths combined.

DT advised that **KS2** combined outcomes are just below the national floor target average at 60%. This has reduced where children have dropped in one subject. **RN** advised that the attainment needs to be reviewed to see how the national floor average can be achieved.



Understanding the new attainment an



DT discussed the document 'Understanding the new attainment and progress measures at the end of KS2 for September 2016', which was circulated during the meeting.

DT advised that if the floor targets are achieved then there are no further measures. If the children fall below the floor target across all three areas then they start a points score rather than a level. In RWM there would be a points score. The maximum is the equivalent of the old L3B, If the floor target is just hit it would be a L3 rather than 3B. These scores are then inserted into the points score formula. It is a reading and writing average and then an average for maths rather than the 3 across the board.

DT advised that you now receive an average points score rather than an attainment level. The scaled tests from last year are then reviewed, if the average is achieved then the score remains the same. Points are deducted for below average and added for above. The aim is to score 100 across the board.

Each child is then given a progress score whether it is positive or negative, with the school getting a total score, with an aim of 0 or above. The floor target is then set around this score. If the lower end of the scale is achieved then this will need to be reviewed. DT advised that the targets were achieved, but Writing was towards the lower end of the scale and therefore has featured within the development plan.

RN advised that there have been issues with Writing due to how this has been moderated. DT advised that Cheshire East provided the training but used the Lancashire method for the moderation.

Cheshire East have dropped from being within the top 10% in writing to the bottom 25% nationally. DT advised that this is due to the application of the criteria, but was pleased to note that Shavington are above the National floor level, placing the school in the top 40% nationally for progress.

RN advised that now the data is available for this year the progress can be tracked, with staff members assessing each child and providing interventions where needed. 2 Staff members are dealing with the interventions for Reading and Comprehension. RN advised that the targets and the interventions are specific.

It was noted as a Committee, governors need to look at how many children are receiving interventions and if they are achieving floor targets. RN advised that the benefit for each system is it takes into account the progress for each child; moving forward the Committee will be able to consider the progress measures, rather than just the floor targets. DT advised that SEN pupils are making great progress and this can now be evidenced as there are not broad sections of marks.

Q MJ asked is it difficult if the number of pupils is increased? **A:** DT advised that it is not. AF advised that the pupil to teacher ratio shall be reduced.

DT advised that WB has worked hard to ensure that the attainment scores are accurate. The Infants are doing well, with the Juniors needing to improve. The School needs to ensure that the scores do not fall which is why cross moderation takes place. This is working for a number of children across the school. There have been 11 pupils with additional time in Reading due to the level of need. It was noted that to achieve these levels is very good and will be reviewed further against the targets for 2016 – 17.



Discussion:	<p>Governors were asked to consider the following points;</p> <p>a) Outcomes of any external/internal monitoring visits influencing the SSDP - including Link Governor monitoring visits (governor of the month).</p> <p>DT advised that the monitoring visits are now carried out on a weekly basis with DT and RN meeting to run through the SPF and SIP. RN deals with the day to day running of the school and once a term a SIP report shall be completed by DT and reported to the FGB with the focus being on the level of teaching achieving at least good.</p> <p>b) External visits / external consultants/SIP reports</p> <p>It was noted that the SIP report shall follow and will be provided at the next FGB.</p> <p>c) Review SSDP Priorities and action plans</p> <p>DT advised looked at the SDP based on the data presented with the headlines being:-</p> <ul style="list-style-type: none"> • Teaching and Learning, Phonics • English for Reading and Writing – to include any intervention and training needs, with Handwriting to include spelling in light of the curriculum changes. • Progress of the children – how this is assessed and how this is used. RN advised that there is a new system in place to track and monitor the assessments. • Outdoor learning – this is carried out on the working Saturday where additional provisions are in place • ICT – for computers and iPads. RN confirmed that the Y6 lead is working with a new company Red Top for where improvements can be made long term. • Community and Partnership Links – RN advised that there will be a continuation of the projects already in place within the community and that they are growing the partnership between the 2 schools across the Trust, in particular looking at Sports across years 1 & 2. <p>Q MJ asked if there were any links for Governors to come into the school? A RN advised that there is the previous system of Governor of the Month with a date being set up where the Governor will come into school for the day and concentrate on their Governors focus point. RN advised that she would like Governors to sign up to this, have the benefit of the visit and then write a report for their target area to include any developments and then an action plan. Action: RN to coordinate the dates for the visits. RN to send the list of Governor Links to Sara Robertson to circulate prior to the LGB</p> <p>d) SEF review</p> <p>DT advised that the SEF review shall be split to cover one section per half term with the SLT. This half term it has been covering the data, which is looking good. This will be reported at the LGB</p>
Decision	<p>Action: RN to coordinate the dates for the Governor Link Visits/ Governor of the Month. To be reviewed at the LGB</p> <p>Action: RN to send SR the list of Governor Links to circulate prior to the LGB.</p>



AGENDA ITEM 8	QUALITY OF TEACHING & LEARNING UPDATE
Discussion	A formal update is to be provided at the next LGB.

AGENDA ITEM 9	SAFEGUARDING UPDATE
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Discussion	<p>RN advised that the learning walks are to be carried out on Tuesday and Wednesday of next week, which will include the learning environment and the impact within the learning.</p> <p>Safeguarding training with the preventions RAP: currently all existing Governors have had the training, which will include the basic awareness for RAP. This will be updated with the level one training for EA and SL. The training needs to be completed every 2 years. Action: RN to book EA and SL onto the next round of training.</p> <p>DT advised that as part of the statutory policy for the Trust, the Trust has to have policies in place as the employer. DT advised that the Code of Conduct for Employees is based on the Local Authority Policy.</p> <p>DT advised that the safeguarding policy has been reviewed and is to be approved by the Directors at the end of the week. Action: DT to provide approved policies to SR for circulation.</p>
Decision	Action: DT to provide approved policies to SR for circulation.

AGENDA ITEM 10	PARENTS/COMMUNITY
Discussion:	<p>ML provided an update:-</p> <ol style="list-style-type: none"> 1. Road Safety – the speed signage was to be installed which was supported by the Local Authority. This has now been put in place. 2. There has been a new Minister employed, Den Harding, who is looking to work closely with the school. 3. Car Park changes – there have been changes made to the car park at the top of the field. ML advised that the Parish Council have called him regarding the changes and he has advised that the changes have been made due to changes in the housing and infrastructure. ML advised that they will be kept informed as changes are to be made. ML noted keen to keep a positive view from the school into the community. <p>DT noted that ML has good links and communication with the Local Parish Council which has helped with other issues and has had a good impact.</p> <p>DT advised that there should be a focus on promoting and making the best use of the facilities within the local community. The Hall is currently being used by the Brownies, Festival Committees, Crewe Brass etc. DT advised that the letting procedure and policy is currently being reviewed. Action: RN to include promoting the facilities in the newsletter.</p>
Decision	Action: RN to include promoting the facilities in the newsletter.

AGENDA ITEM 11	POLICY REVIEW/APPROVAL
<p>Discussion:</p> <div style="display: flex; flex-direction: column; align-items: center;"> <div style="display: flex; justify-content: space-around; width: 100%;"> <div style="text-align: center;">  Keeping children safe </div> <div style="text-align: center;">  Implementing your schools approach to </div> </div> </div>	<div style="display: grid; grid-template-columns: repeat(4, 1fr); gap: 10px; text-align: center;"> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Code of Conduct</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Complaints Policy</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Dignity at work, harassment and bul</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Pay Policy</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Staff Grievance Procedure</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Maternity and Paternity Policy and</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Whistle Blowing Procedure</div> <div style="border: 1px solid black; padding: 5px; width: 40px; height: 40px; margin: 0 auto;"></div> <div>Staff Absence Management Policy</div> </div> <p>As per agenda item 9, the policies are currently being updated and are to be approved by the Directors. Action: DT to provide policies to SR to circulate once approved.</p>



 STPCD 2016 guidance	DT advised that the pay policy has been reviewed and now includes the national pay scales including the support staff. The policy includes the staffing structure for both schools, with the pay reviews included which will start at the beginning of the year in September.
Decision	Action: DT to provide policies to SR to circulate once approved.
AGENDA ITEM 12	ANY OTHER BUSINESS
Discussion	There was no other business to discuss.
AGENDA ITEM 13	TIME & DATE OF NEXT MEETING
Discussion:  Meeting schedule 2016 - 2017	7 th February 2017 at 3.30pm

The meeting ended at 5.15pm

