

Standards Committee: Castle Academy

**Minutes of the Standards and Performance meeting held on the 28th February 2019 at
17.30 at St George's Avenue, Northampton, NN1 2TR**

Agenda item	Discussion	Action
1. Welcome and Introductions	<p>Richard Auger – Chair– TB appointed Governor Cameron Nixon-Engel – TB appointed Governor Lorna Beard – Head Teacher at Castle Academy Ruth Ryan – Elected Staff Governor & Deputy Principal Joshua Coleman – EMAT: CEO Carole Kirby –EMAT: Head of Governance Chloe Nelson – Minutes - EMAT: Executive Assistant</p> <p>The Chair welcomed everyone to the second standards and performance meeting and introductions were made.</p> <p>CK and RA reminded the board that items discussed at this meeting remain confidential until such time as the minutes are approved and signed off.</p>	
2. Apologies and consent of absence	<p>Apologies received from: Catherine Castello-Soto– Elected Parent governor Katy Russell - EMAT: Head of School Development</p>	
3. Declarations of Interest	<p>There were no declarations of interest pertaining to this agenda in addition to those already recorded on the annual Register of Interests.</p>	
4. New governor: JK	<p>JK had sent apologies Item moved to next agenda</p>	Item on next agenda
5. Minute of last meeting held 13/12/18 and matters arising not appearing on this agenda	<p>Minutes were checked for their accuracy from the meeting held on 13/12/18 and RA signed and returned minutes to CK.</p>	
6. Actions from the meeting held 13/12/18	<p>i. Done - KR & RA have met up to discuss data. RA would like to thank KR as he found it extremely useful. ii. Done – CCS completed PP report. <i>Item 7 on agenda.</i> iii. Done – CK sent SCR checklist to RA</p>	
7. Standards for current year – Progress Overall LAC PP Boys Girls EAL SEND Most able Measured against expected outcomes and targets set last year	<p>A Governor requested we abide by our terms of reference and ensure all documents are sent at least 7 days in advance to the meeting.</p> <p>KR and CK to align cycle for future meetings so performance data is prepared at least a week in advance of the S&P meetings.</p> <p>LB confirmed the data which will be discussed at the next meeting on the 25th April 2019</p> <ul style="list-style-type: none"> - No more marking data - GLD Progress - Heat Map and Analysis 	KR and CK to align cycle of meetings

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Moderation arrangements	<p>LB distributed Year 1 Phonics Screening (January 2019)</p> <p>Discussed students' data progressing from 41.8% pupils on track in September compared to 59.6% on track now in January.</p> <p>A governor asked if this is year one data only and whether we expect further improvements? Yes, this is year one data only and the target is for 83% of pupils to be on track.</p> <p>School has shared this data with TAs and have highlighted the children who need the additional support.</p> <p>A governor asked whether the progress is in line with the target? Yes, we will have one in house test in April and aim to reach the target by June when we receive the end result.</p> <p>A governor asked how long each phonic screening is? 5 – 10 minutes will be spent individually with each child we have 60 children in year 1 and 10 from year 2 (For those YR2 pupils who did not pass the screening in YR1)</p> <p>A governor asked whether there are any major concerns? We want to increase the pace to ensure sufficient progress is made</p> <p>LB distributed KS1 Mock SATs Data</p> <p>Discussed figures and supporting children on an individual basis.</p> <p>A governor asked about the 'White – British' support for an example? There are some SEN pupils in this category who will need the additional support.</p> <p>We have one concern over the data that we have three spaces at the school at the moment and children who join this late will still need to pass in June. All their results will still be logged on the school's data.</p> <p>A governor noted that they understand the school are doing all they can do to support the children and they receive the backing of the governors on this concern.</p> <p>A governor asked how many teaching weeks are left?</p>	

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	<p>8-10 weeks</p> <p>A governor asked why there is a variance in the Test and TA data? We have 38 children on track and the test examines the entire curriculum which may not yet have been taught at the point the test was taken. We are measuring it now against the target of 80%. Teacher assessment is for assurance to the SLT, Trust and Governors that we have a clear projection.</p> <p>A governor asked is there a reason we hold the teacher assessments? It is to provide an accurate judgement about a pupil's progress to date and ensure those who are underperforming reach their targets. Early years data needs to be close to GLD outcome for the cohort or progress is not good enough. There are only 39 out of the 60 children who attended Castle in reception.</p> <p>A governor asked what actions are in place? LB explained the interventions within the school which are working successfully. All children will also be asked test questions in every lesson so they get used to answering these type of questions. The school uses teachers from the all year groups so they are specialised and can lead the interventions.</p> <p>A governor asked when the interventions take place to stop lessons falling off timetable? We ensure nothing falls of the timetable for these interventions. Hold a lot of them in the morning time and adapt slots accordingly.</p> <p>Governors commented this is a good organic approach and sounds responsive.</p> <p>LB distributed KS1 January Mock SATs 2018-19 data</p> <p>This is an overview so teachers can see where the data is on the teacher assessment currently in comparison to last year and what is the end goal.</p> <p>Interventions in reading are proving successful however maths we do need further interventions.</p> <p>A governor asked how it is decided that interventions are not having the desired effect?</p>	

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	<p>Pupil progress group meet every six weeks to monitor this and change it if it does not seem to be working.</p> <p>Do the children see the switch? No the only thing in this school that is set in stone is PE everything else is adaptable so children will not notice.</p> <p>LB distributed the KS2 Mock SATs data</p> <p>Overview and highlights discussed</p> <p>Easter boosters have been organised however concern is that PP pupils do not always attend.</p> <p>A governor asked LB and RR to explain the average test scale score data? Scores are incorrect in this table – Requested for KR to look at this</p> <p>LB distributed KS2 January Mock SATs 2018-19</p> <p>Comparison between 2017, 2018 and 2019 data explained. There has been a big jump from Oct-Jan so project a 65%-70% final result. Writing we have no mock exams and Castle hold an intensive course after SATs as data is not due until June.</p> <p>A governor asked how much work do they get for this writing support? 3 pieces a week for three weeks and we also do this throughout the year.</p> <p>A governor asked they noticed reading has dropped: is there a reason for this? The cohort size is a lot larger than previous. Last year we have 60 pupils and this year we have 90. We have input from all teachers.</p> <p>JC asked whether the Trust could provide additional support for this? School Improvement Funding could help. Staffing ratios is also an issue however we would need people with skills and yr6 specialism knowledge. We are developing a whole year's approach throughout the school so pupils reach their goal. If this is system is in place from all years we can eradicate the need for additional interventions when they get to year6. Our current year 6 were a bulge year.</p> <p>RR left the meeting 18:20</p>	<p>KR investigate average test scale scores</p>

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	<p>LB distributed the Castle KS2 SATs Interventions 2017-18 sheet</p> <p>Maps the interventions taking place per subject. Our concern is still maths and we could be below target on this.</p> <p>A governor asked whether this could be attributed to the capability of the year group? Reading was the cohort's weakness however they have improved and it now maths which need additional aid. We have 22/67 children who need intervention and arithmetic practice.</p> <p>A governor asked can anybody external come in to assist with this? Yes, the Academy Improvement Partner came in and their report stated they were happy we were on track. KR is a maths specialist and is closely monitoring Castle. We have a maths SLE in school where they benchmark against others. We are working out how to map the interventions like last year to accommodate for a larger cohort. We will have finished this plan by next week and carry this through for four days into the Easter holidays.</p> <p>A governor asked whether children tend to go away at Easter and miss boosters? Most children do attend boosters.</p> <p>A governor asked whether the wider curriculum suffers due to the interventions? To some degree, we want this to change through the whole school approach but this year the interventions are needed.</p> <p>A governor asked whether these scores impact children in secondary? Secondary schools look at children's data from primary so we want children to reach or exceed their expected.</p>	
<p>8. Monitoring Quality of T&L Most recent AIP visits: for information</p> <p>Governor monitoring cycle & governor visit updates</p>	<p><u>Most recent AIP visits: for information</u> LB distributed AIP Report from Simon Webb which took place on the 13th February 2019</p> <p>Simon Webb taught middle leaders to write SEFs (Self Evaluations) so they can each do a subject report from Easter for their own area of responsibility. LB and RR will support and Simon Webb will come back in April to assist.</p> <p>A governor asked whether Simon Webb was from the Trust?</p>	

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	<p>Yes, but he is external we have 12 AIPs across the Board and Lorna Beard and Giles Osborne lead these.</p> <p><u>Governor monitoring cycle & governor visit updates</u> CCS Pupil Premium Report distributed with the agenda</p> <p>LB said CCS came in and found it very useful, CCS will be asked to present the report at the next meeting.</p>	<p>CCS present report at next meeting</p>
<p>9. Curriculum: introduction of learning powers update</p>	<p>Quality of Teaching and Learning – Middle Leader Monitoring and Evaluation data distributed</p> <p>RR meets the middle leader team once a week and then evaluates using this chart. Explains where the weaknesses are and is open and transparent for teachers as it is displayed in the staff room.</p> <p>A governor asked are these on teacher profiles? Yes and we look to have this improved by the next meeting.</p>	
<p>10. PP strategy review</p>	<p>Pupil Premium Strategy can be tracked on the website and is reviewed every year. LB will send through a copy to RA and CNE.</p> <p>PP are doing well in data; PP numbers are dropping due to Universal Credit. Castle have had an 11% drop now.</p> <p>A governor asked where the PP budget is spent? On teachers, books, kindles, play resources, uniform etc.</p> <p>A governor asked who budgets the money? Costs are all highlighted in the plan and Debbie Bell from Castle tracks it. We will discuss this in management accounts section at the Full Governing Board. We are also audited to ensure the money which is spent had an impact. Edukey tracks this against interventions and PP Progress.</p> <p>A governor asked if this money is allocated at the beginning of the financial year? Have a line on the budget for Pupil Premium it is a nominal amount for school spend.</p>	<p>LB send PP Strategy</p>
<p>11. Safeguarding matters inc: i. Pupil attendance ii. Exclusions iii. Children missing education iv. Private fostering v. Behaviour</p>	<p>RA received a Safeguarding update from Emma Brandon-Smith and found it very useful. Meetings are held regularly and every case had a clear chronology.</p> <p>A governor asked whether Castle used the My Concern system?</p>	

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Any other SG matters arising	<p>Could be done by May but we need to introduce the system properly and this is a crucial time of year so would prefer a strategic plan for September.</p> <p>LB distributed the Performance Report as it stands for Spring 1 and Castle Academy Summary of Classes. The board reviewed the Performance report the following points were made:</p> <ul style="list-style-type: none"> - There is one space in Yr6 and Nursery and Reception are full. This year we have received 62 'first choice' applications for September, 38 second choice and 25 third choice. <p>A governor asked whether both yr5 and yr6 were bulge years? Yes, consecutively. This is normally due to a high birth year.</p> <ul style="list-style-type: none"> - Pupil attendance is above the national average. - Staff absence is very high; these are for strong reasons however it will impact the budget. - 19 teachers can currently support others but we are hoping this will rise to 21 next term. - Castle had their first permanent exclusion which is going to independent review on the 15th March. - We hope to do Parent Feedback next term - H&S – Amey requires fire drill to take place 3 times a year <p>A governor asked how often lock down drills need to take place? We are secure site however we have held one.</p>	
12. Governor recruitment Strategy ideas Election for parent governor	<p>Korrin Smith has been approached to join the governors at Castle we still need to recruit more to join you.</p> <p>CK asked board whether they are happy for RA and herself to invite Korrin in for a discussion and confirm? All confirmed happy to do so – action for RA and CK to follow up.</p> <p>One parent has come forward for Parent Election and RA/CK will confirm before next Standards and Performance meeting on 25th April</p>	RA/CK hold discussion with Korrin Confirm parent election appointment
13. Any other business	A governor asked whether the governing board location could be changed?	

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	<p>Castle cannot use their community room after hours and the HUB is too isolated so it would just depend on times. NIA would be easier to use after hours. Move future meeting on 25th April to take place at NIA.</p> <p>CK explained the board has been set up on Governor Hub now so need to log in to activate.</p> <p>CK to send LB the email again for log in.</p> <p>RA, CN and LB meet up to discuss agenda before next meeting <i>Post meeting note – Pre-meet will take place on 1st April at 13:00, Castle Academy</i></p>	<p>Move next meeting to NIA</p> <p>Log into Governor Hub</p> <p>Set up pre-meet</p>
<p>14. Dates of meetings for the year:</p>	<p>25/04/19 at 15:30 – Standards and Performance 13/06/19 at 15:30 – Full Board 18/07/19 at 16:00 – EOY Full Board</p>	