

Directors' Note for Portfolio Groups

Portfolio title: Brayford/Umberleigh LGB

Date of meeting: Thursday 3rd May 2018, 6pm

Present: Holly Lawrence (head of school Umberleigh), Corrine Smith (head of school Brayford), Caroline El-Marazki, Lucy House, Sue Davies (chair), Rhian Nicholas (CEO), Penny Wignall, Sally Edwards (teacher from Pilton, for item 5), Charlotte Janisch, Verity Lunn (clerk).



Brief overview of discussion	Bullet action points
<p>Procedural items</p> <p>Welcome, apologies and introductions SD welcomed all to the meeting and introduced SE to local governors.</p> <p>Sign off previous minutes Minutes agreed and signed as an accurate record of the meeting. No matters arising not covered elsewhere in the agenda.</p> <p>Matters brought forward by Chair None.</p> <p>Correspondence None received.</p>	
<p>Monitoring and Accountability</p> <p>Maths teaching across the Academy, progress, and how a book scrutiny is used to inform teachers planning. SE had brought books from Pilton to demonstrate how a book scrutiny works and how it informs staff. Governors were reminded of confidentiality needed when discussing children's work.</p> <p>SE reported that she had been to Umberleigh the previous Monday to carry out a book scrutiny – there had been lots of evidence of progress, and she felt this was a result of raised confidence of the teachers. Presentation within the books had been good – children took pride in their work. It was clear they were challenged at an appropriate level across the years. Recommendations given as a result of this scrutiny – some children needed more visual resources, and to make sure children were given enough time to respond to in depth feedback.</p> <p>Level of challenge that had concerned Ofsted was definitely now in place, and very encouraging.</p>	

CS reported on maths progress at Brayford, which had improved as the amount children were challenged had increased. SE to complete book scrutiny at Brayford soon.

Governors discussed whether maths would now be considered a strength for these schools. SE stated that the quality of teaching was now good, and things were definitely moving in the right direction.

SE explained how a book scrutiny was carried out, and distributed record sheet of what was looked for. Governors were handed a range of books belonging to children working at all levels and went through the procedure, SE explaining each step and where this was evidenced in the books.

SE felt that children were enjoying maths now, which was great progress.

Governors agreed they now had good knowledge of why a book scrutiny was carried out, and thanked SE for her time.

Preparations for SATs and expected outcomes

Brayford

Y6 (5 children)

Reading – 2 working towards expected standard, 3 greater depth.

Writing – 1 working towards expected standard, 1 expected standard, 3 greater depth.

Maths – 2 working towards expected standard, 2 expected standard, 2 greater depth.

Progress – on track from end of KS1, looking very good. In a practise paper the two working towards children had achieved the expected standard – may also be able to in the test.

Y2 (7 children)

Reading – 2 working towards expected standard, 1 expected standard, 4 greater depth.

Writing – 2 working towards expected standard, 3 expected standard, 2 greater depth.

Maths – 3 working towards expected standard, 2 expected standard, 2 greater depth.

Progress – on track from Early Years, apart from one child with a specific spelling issue. Children were receiving intervention time as needed, which was increasing their confidence.

Children in Y3/4/5 would be sitting optional SATs tests as helpful for moderation across the trust and meant children got used to an end of year test, so Y6 SATs were not such a shock. All schools in trust were doing the same tests, which would be useful for moderation.

CE-M was very pleased that children did not appear to be stressed by the upcoming SATs. The schools treated the tests as just something that happened, and did not place any pressure on the children themselves.

CS stated that Y6 had been spending some time on their own in the afternoons where they had practise papers and went over any gaps in knowledge, but that there had not been an after school SATs club as she felt the children were being prepared enough in school time.

Umberleigh

HL reported that Umberleigh had had an optional SATs club since February half term – 2 children had chosen to attend this.

Y6 (3 children)

1 child had been dis-applied for SEND reasons, but still counts in the reported percentages. This child was keen to sit the SATs tests, so would sit a lower year paper more suited to her level at the same time.

Reading – both children sitting the test at expected standard, one possibly greater depth.

Writing – both children sitting the test at expected standard.

Maths – both children sitting the test at expected standard.

Maths lessons had included occasional SATs style questions for preparation. A full mock test was also planned.

Y2 (3 children)

Preparation for these tests had been happening for a while – they had been looking at practise papers and working out strategies together.

Reading – 3 at expected standard.

Writing – 3 at expected standard

Maths – 1 working towards expected standard (may possibly reach expected standard), 1 at expected standard, 1 greater depth.

1 child had low attendance, and was receiving intervention sessions. 2 of the children had been emerging at the end of reception year – progress made was very good.

EYFS

Brayford – 5 children, all expected to achieve the expected level of development.

Umberleigh – 7 children, 5 expected to achieve the expected level of development.

HL and CS felt that reading was particularly strong, and credited the success of the Read Write Inc program.

Safeguarding report

SD reported that she had met with both CS and HL.

Brayford

No new MASH referrals, no child protection issues during the term. Three pupil premium children, 2 of whom had EHCPs for significant learning needs. Children were well supported and attendance closely monitored.

Had been one safeguarding issue where staff had had to complete a child missing education form – staff had done all that could be done. There had been no exclusions.

Umberleigh

No MASH referrals. Two children on the child protection register, and five with EHCPs – all were very well supported. One child was on a part time timetable, and making good progress. There had been one half day fixed term exclusion, which had a positive outcome for the child concerned. Six pupil premium children received extra support when required. Two of these had attended a gifted maths program, and all were making comparable progress to their non pupil premium peers.

SD reported that the Single Central Records in both schools were up to date, with no outstanding issues. Procedures continue to be robust.

It was asked if for children who wanted to attend after school clubs but would need extra support to enable them to get the most out of these clubs, whether that support could be put in place. HL and CS agreed that it would be an appropriate use of PP grant for those children.

Health and Safety Report

All had received the reports.

Brayford – agreed to take off outdated three schools sign – did not need replacing. No major issues. Question of how often LGB member was invited on these walks – RN to talk to Briony Parsons.

Umberleigh – carpenter coming to look at the yurt and give a quote for the floor. Was awaiting two quotes for the repairs to the canvas structure, and to give an estimate of the expected lifespan of the yurt. LGB members supported the obtaining of quotes to see cost of repair and maintenance compared to expected life of the yurt.

Report on Trips, visits and residentials, outcome and future plans

Both schools would be attending big event on Exmoor after half term – working with Exmoor rangers, completing various challenges. It was hoped Y5 and Y6 would be able to managed this with no assistance (meeting marshals along the route).

Y3 from both schools had been on overnight trip to Beacon House. Staff had been very impressed with their independence and

<p>behaviour.</p> <p>Y6 children would be attending a residential at the Ultimate Adventure Centre with Y6 children from High Bickington and Witheridge.</p> <p>Y4 had had the chance to join in the camping trip at Roadford organised by Pilton, and Y5 had been able to attend the London residential trip.</p> <p>This had meant all KS2 children had had the opportunity to take part in a residential trip with the schools this year.</p> <p>Brumblebees – had had a successful trip to Rosemoor which had been reported in the Journal, and had also been to visit CE-M's smallholding.</p> <p>Umberleigh had upcoming junior lifeskills event, and was planning bikeability training.</p> <p>Brayford had already completed bikeability, and had had a team doing the Exmoor Challenge. Proms concert in the Queen's theatre had been very good, and children had also been inspired by the other performers.</p> <p>Governors discussed the benefit being in a MAT gave, with more opportunities for children to have such experiences.</p>	
<p>Strategic</p>	
<p>Review current and projected pupil numbers.</p> <p>Umberleigh – currently 36 + 14 Brumblebees. From September 38 + 8 Brumblebees.</p> <p>Brayford – currently 39 + 8 Brumblebees. From September 30 + 2 Brumblebees.</p> <p>Question asked on what the critical number of pupils is for a school – 29. What were the reasons for losing children? Change of circumstances rather than anything to do with the school. Discussion on where new children would come from – no new development in the village.</p> <p>Publicity – leaflets had been distributed in South Molton, and banners were being placed on the main road and road from Bratton Fleming. Had placed advert in South Molton Community News. Sponsored toddle had been organised – open to other similarly aged children, not just from the school.</p> <p>Wendy Short was looking into a stand for TEAM at the North Devon Show.</p> <p>Other ideas discussed:</p>	

Local estate agents/show home sales office. Invite representatives from estate agents in to the school so able to talk about it to clients. Emphasise to estate agents that people are welcome to look round the school at the same time they are viewing a house.

Leaflets wherever possible – village halls, village shops etc.

Inviting local parent and toddler group to tea party event – getting people in to see the school.

Staffing for 2018/19

RN reported that this was currently being worked as part of the budget – would be reported on at the next meeting.

Attendance inc PP data

Brayford – 95.4%. Spring term was 94.3%, summer term so far 96.2%. Had been a lot of illness, but also holidays. CS confirmed that snow days did not count as absences. P attendance – one 90%, one 96% and one 89%. RN confirmed letters sent when hit 90% attendance. Four children had lower than 90% attendance, three of these were no longer in the school.

Umberleigh – 96.3%. PP attendance 96.7%. No concerns.

Educational Welfare Officer had confirmed that if had valid reasons for a low attendance it was not as worrying as a lot of unauthorised/unknown.

Brumble Bees update.

New signage had been placed at Umberleigh, and archway ordered for the entrance. Clay bees made by children when they started at Brumblebees were now attached to the wall.

Marketing and publicity.

Covered earlier in the meeting. RN had asked Michelle to produce business cards for when outside school (eg on school trips).

Update on TEAM Academy Trust

RN reported on meeting she and the chair of trustees had had with three representatives from the Regional Schools Commissioner. RN stated that this was a very positive meeting, with the agreement that time should be spent ensuring consolidation of the current five schools, rather than seeking growth at the current time.

CJ to find out local toddler groups.

Find out costing of magnetic signs for vehicles.

LH – to place posters at Wistlandpound reservoir.

Date of next meeting: Monday 16th July 6pm, Brayford.