

Meeting Minutes
Trust Performance and Standards Committee
Wednesday 17 October 2018, 16:30
St James School

Attendees

David Hall - Chair (DH)
 Saxon Spence (SS)
 Elaine Hobson (EH)
 Moira Marder (MM)
 Lin Donnellan (LD)
 Rosie Denham (RD)
 Matthew Shanks (MS)
 Jon Lunn (JL)
 Josie Medforth (JM) part
 Alison Layton-Hill – Clerk (ALH)

Minutes

Item Ref	Business	Action
1	Welcome DH welcomed all present and introductions were made.	
2	Attendance There were no apologies.	
3	Declarations of Interest None	
4	Minutes of Previous meetings The minutes of the meeting held on 18 April 2018 were approved as an accurate record.	
5	Matters Arising <ul style="list-style-type: none"> • DH to follow up the action allocated to DM at the previous meeting regarding physical education. • MM has spoken to Pallavi Banerjee and will share information with Trust headteachers about the reduced university entry requirements for disadvantaged students. • MM confirmed that the Trust had appointed a part time Director of Maths. 	
Monitoring		
6	Minutes from LGB meetings The minutes from all Local Governing Body meetings were considered by Trustees. Common themes were raised; the challenge of closing the gap, student resilience and mental health and the performance of middle ability boys. MS commented that the minutes do evidence that LGBs are challenging their schools. SS suggested the	

	<p>option of working with the college in terms of vocational subjects, however this is not currently feasible.</p> <p>It was acknowledged that some minutes are lengthy, however DH suggested this detail could be helpful when accompanied by the overview summaries.</p>	
7	<p>Results</p> <p>JL presented the regional provisional results data and gave an overview of the prior attainment and level of disadvantaged pupils in Trust schools.</p> <p>The Progress 8 measure over three years was considered for Trust schools. In summary St James has been consistently good, West Exe is improving and Isca has experience a dip for 2017/18.</p> <p>The context of Isca's results was discussed and considered within the wider context of regional outstanding schools, which had also experienced a drop in results. The new grading system of 9-1 had created volatility across the country. There had been a marked change of teaching staff within certain departments and MM advised that this issue would be mitigated in the future by having quality teachers with the flexibility to give specific support where needed across the Trust. EH acknowledged the implications for the cohort of students and it was agreed that improvements need to be made to Isca's QA systems.</p> <p>RD questioned how trustees are able to have oversight and awareness of potential issues in order to have confidence in the predictions. JL will provide the predicted data and official reports at the next meeting and trustees will be able to challenge where potential issues are anticipated. It was acknowledged that 2017/18 was a volatile and challenging year but equally that schools must share their challenges to find solutions. Key issues should appear on the school risk register which then correlates to the school improvement plan. JL advised that fundamentally the main impact on school improvement is the quality of teachers.</p> <p>Trustees noted the excellent achievement at St James in terms of Ebacc and that the school's commitment to modern foreign languages (MFL) is a major contributor to these results. Isca and West Exe are improving in terms of MFL but it is likely to take two years to become embedded and have an impact.</p> <p>Trustees were informed that Humanities across the Trust is a priority.</p> <p>JL to circulate selected slides to trustees.</p>	<p>JL</p> <p>JL</p>
8	<p>SEND/Disadvantaged Analysis</p> <p>JL presented data evidencing that there is a clear link between SEND and disadvantaged students and the disproportionate amount these students contribute to the fixed term exclusions data.</p> <p>SS expressed concern that the high level of fixed term exclusions results in young people missing valuable education and creates problems for families. MM commented that in most cases fixed term exclusions relate to a small group of students, where mainstream education is not right for them but it is difficult to source the level of education appropriate for their needs. It is hoped that the Inclusion Project will be able to support some of these students. EH suggested some analysis into</p>	

	<p>case studies to help shape the alternative provision the Trust is looking to provide. MM stated that schools must tailor their curriculum models and timetables for individual year groups and look at how inclusion staff are being deployed.</p>	
9	<p>Cranbrook – Ofsted</p> <p>Trustees acknowledged the positive Ofsted report for Cranbrook Education Campus and noted the recognition of the impact of the Trust. MM stated that there are very few new schools in the South West that have received a good or better Ofsted grade and it is important to sustain this position as the school grows. Trustees offered their congratulations to all staff at Cranbrook Education Campus</p>	
10	<p>Inclusion Project</p> <p>JM gave an update on the progress of the Inclusion Project, which aims to improve education provision for vulnerable young people through hubs at West Exe and Cranbrook Education Campus. This is in support of the Trust’s aspiration for zero permanent exclusions. All Exeter secondary schools and Queen Elizabeth’s college in Crediton have agreed to work in partnership and DCC has provided match funding.</p> <p>JM is formulating a Memorandum of Understanding with DCC and a management partnership agreement with the partner schools. MS questioned how the £10k budget to cover permanent exclusions and any overspend will be shared fairly across the participating schools. JM advised that schools that have permanently excluded will share the overspend proportionally. In terms of capacity, West Exe will have 6 places and Cranbrook Education Campus will have 12 places.</p> <p>Trustees acknowledged that there is an element of risk. MS to talk with Aimee Mitchell in terms of his experience.</p> <p>SS questioned if there is sufficient space at Cranbrook Education Campus for the hub, considering the school already has a need to extend. MM confirmed that there is capacity, the extension required is due to early years needing additional ground floor accommodation. RD questioned if transport has been budgeted for, which JM confirmed.</p> <p>EH asked how the success will be measured. JM advised that the University of Exeter will provide some research time and JL suggested that the basic measure is a reduction in the number of permanent exclusions.</p> <p>JM advised that the project executive board will report into the next Performance and Standards Committee.</p>	<p>MS</p> <p>MM</p>
11	<p>St James MFL Hub</p> <p>MM shared the excellent news that St James has been named as one of nine schools to get MFL hub status, which is linked to results over time and in particular how well disadvantaged students are performing. There is a grant of £30k for two years to enable support to be given to selected schools.</p>	
12	<p>Safeguarding</p> <p>MM explained that the Trust had benefitted from an expert safeguarding review of all MAT schools to enable a high standard of compliance and consistency across the</p>	

	<p>Trust. The general perception is that safeguarding is good, however there is still a concern in terms of contractors that are in schools, particularly those in PFI schools that are not responsible to the Trust.</p> <p>MM explained that schools share information to keep children safe and work with the police in terms of the County Lines initiative to protect vulnerable families. LD questioned the work done with parents, particularly those who are disadvantaged. There are parenting groups across Devon, which are effective but require parents to engage. RD encouraged full engagement with students around their understanding of what safeguarding means and the school's responsibility for safeguarding.</p>	
13	<p>CPD</p> <p>JL explained the Trust Leadership Development Programme. 44 aspiring leaders took part last year with another 30 signed up for this year. This is being used for leadership succession planning.</p> <p>Staff are proactively being encouraged to attend subject leader network sessions, attendance will be reported back at the end of the term. CPD programmes are being shared across Trust schools. The Trust is also rolling out coaching whereby one hour per fortnight is reserved in teachers' timetables.</p> <p>DH emphasised the criticality of having good teachers. Training is important, as well as working environment, to become a truly preferred employer.</p>	
Items for Approval		
14	None	
Items for Information		
15	<p>Complaints</p> <p>Two complaints had been referred to the trust which had been dealt with by ALH and MM. ALH is reviewing the complaint policy which will form part of the Governance Review to be considered by the Board.</p>	ALH
16	<p>Risk Register</p> <p>EH asked if dates could be more specific as opposed to 'ongoing', ALH to amend.</p>	ALH
Any Other Business & Next Meeting Date		
	<p>DH asked trustees to consider the full purpose of the Performance and Standards Committee. It is clearly about understanding results but perhaps the wider sense of Performance and Standards needs to be considered eg. wellbeing, attitudes, behaviour. Further discussion to take place at the next meeting.</p> <p>The date of the next meeting is 16 January 2018 at St James from 4.30pm</p>	All

Signed by the Committee Chair:

Date: