

**Meeting Minutes**  
**Trust Performance and Standards Committee**  
**Wednesday 16 January 2019, 16:30**  
**St James School**

**Attendees**

David Hall - Chair (DH)  
 Saxon Spence (SS)  
 Moira Marder (MM)  
 Sarah O’Meara (SO)  
 Jon Lunn (JL)  
 Josie Medforth (JM) part  
 Alison Layton-Hill – Clerk (ALH)

**Minutes**

Item Ref	Business	Action
1	<p><b>Welcome and Attendance</b>            DH welcomed all present with a particular welcome to Fran Metay who will be joining the Trust as Clerk on 28 January 2019. Apologies were received from Rosie Denham, Elaine Hobson and Lin Donnellan.</p>	
2	<p><b>Declarations of Interest</b>            None</p>	
3	<p><b>Minutes of Previous meetings</b>            The minutes of the meeting held on 17 October 2018 were approved as an accurate record.</p>	
4	<p><b>Matters Arising</b>            None</p>	
<b>Monitoring</b>		
5	<p><b>Minutes from LGB meetings</b>            The minutes from the Cranbrook Education Campus, Isca Academy, St James and West Exe Local Governing Body meetings were considered by Trustees.</p> <p>SS noted the issue of Ebacc as a theme and asked if disadvantaged pupils are not achieving as well due to them not accessing modern foreign languages (MFL) and whether disadvantaged pupils are less attracted to MFL. MM responded that the Trust must continue to have high expectations of disadvantaged pupils and would like to introduce MFL from a younger age. Some schools that have recently joined the Trust had not focussed on MFL but this is being addressed. All curriculum models (except Isca Academy) support 50-70% of pupils taking a MFL. Isca Academy has historically not promoted MFL but has now committed to increasing the MFL offering. MM was clear that all high prior attaining disadvantaged pupils, as a minimum, are encouraged to do language.</p>	

	<p>MM also raised that there is a cultural gap in terms of MFL, languages are not taught in primary settings enabling cultural experiences through trips etc. The Trust is considering piloting subject specialist MFL teachers from Yr4 and Exwick Heights are already sharing a language teacher with West Exe.</p> <p>SO explained her experience that many less able children have thrived with languages when starting early, eg. from year 3 and this has also impacted positively on English and literacy skills.</p> <p>SS raised that LGBs appeared to be suggesting that teachers are not sufficiently trained to deal with SEND issues. JL informed that a second SEND review is imminent following the Trust being part of a national pilot the previous year. Isca Academy will have a SEND review and all Trust SENCOs will attend to facilitate their personal development.</p> <p>MM acknowledged that multiple issues need to be addressed including how training is coordinated. She noted that many children with SEND are also disadvantaged and in some cases there is insufficient challenge to them. JL noted that SEND pupils in Trust schools perform better than the national average.</p> <p>In formatting terms trustees noted that some minutes are almost verbatim, which is not necessary and the highlighting of governor challenge was useful.</p>	
6	<p><b>Performance Data</b></p> <p>JL presented the performance data to Trustees, explained the new report format and the change in focus from the DfE, eg. pupils entered for Ebacc appear to be more of a priority than Ebacc attainment.</p> <p>Exwick Heights performance data is all positive, unfortunately there had been one permanent exclusion. Attainment is significantly above the national and regional average.</p> <p>It was noted that Isca Academy had experienced a drop in attainment in 2018, however it is important to contextualise over three years and interventions have been put in place to ensure attainment recovers. Trustees also noted that as the Trust is a fully inclusive Trust and that the performance of a few children with complex needs or those that cannot attend school can skew the data. The Trust intends to present data without these outliers. DH agreed that the data can be contextualised but these children must not be used as an excuse.</p> <p>SO referred to the target that 75% of current Yr8 pupils should follow the Ebacc curriculum to GCSE completion. St James is close to this target but West Exe and Isca Academy look unlikely to achieve it and the three year trend is falling. SO questioned whether pupils are being denied the opportunity to take a MFL, whether teaching is a lower standard and if the Trust is using St James as an MFL Hub.</p> <p>MM advised that MFL was always a focus at St James. She also noted that Isca Academy has some of the strongest language teachers. All secondary schools have a timetable which includes MFL but those pupils that have not reached an acceptable standard in reading and writing will not have access to a language as they have extra English and Maths lessons.</p> <p>DH questioned the status of the government target and emphasised that the Trust must encourage Ebacc entry if it believes it is a good thing and part of a balanced curriculum.</p>	

	<p>SS questioned if the Trust can use pupil premium funding to improve the MFL offer. MM advised that pupil premium funding is stretched but the Trust does use CoachBright to promote languages in the coaching role they provide for disadvantaged pupils.</p> <p>SO raised that the Exwick Heights progress score is graded amber for reading and writing and questioned if this was a concern. JL explained that amber is the DfE measure but Ofsted use the quintiles measure. He accepted that Exwick will work to improve the amber grades to green but was confident that the attainment at Exwick is still excellent.</p>	
7	<p><b>SEND/Disadvantaged Data</b></p> <p>Discussion on SEND and Disadvantaged pupils was included in item 6.</p>	
8	<p><b>Remit of the Performance and Standards Committee</b></p> <p>DH stated that the new draft proposal for inspection was published today and referred to a paper from Ofsted. There is an increased emphasis on issues around the wellbeing of pupils and their wider experience of attending school. DH asked trustees if there were other issues that should be considered at the Performance and Standards Committee, amendments to the Terms of Reference would need to be approved by the Board.</p> <p>SS acknowledged the publicity around the effect of pressure on 15/16 year olds and asked how the Trust is considering this.</p> <p>JL confirmed that the profile of the mental health of students and staff has increased in the last 12 months and that Ofsted will challenge wellbeing. The reality is that pupils must sit 20 exams at the end of Yr11 and there is widespread effort into identifying strategies that will build resilience and protect wellbeing. The Trust is putting in support, mentoring and awareness.</p> <p>DH questioned how the Trust's performance can be measured in this area, was keen that the issue is taken seriously and that there is a real commitment. It was agreed that any measure will not be primarily or only numerical but more qualitative and that it would be appropriate for the Performance and Standards Committee to develop this work.</p> <p>MM suggested that she (along with the headteachers) proposes a set of KPIs to bring back to the next Performance and Standards Committee. DH to forward information from the Anna Freud centre for circulation with the minutes.</p>	<p>MM DH ALH</p>
9	<p><b>Inclusion Project – The Bridge</b></p> <p>MM explained that The Bridge is in its second week of opening. All Exeter secondary schools plus Cranbrook Education Campus and Queen Elizabeth's College are participating. MM complimented Aimee Mitchell who leads on the project. The Bridge has two centres:</p> <ul style="list-style-type: none"> <li>• Cranbrook Education Campus – therapeutic centre</li> <li>• West Exe School – direct intervention centre</li> </ul>	

	<p>The Trust is committed to reducing exclusions and finding solutions across the participating schools. The intention is to eradicate permanent exclusions and there have already been examples of where exclusions have been prevented. The Trust has made some high quality staff appointments and MM will provide more information at the next meeting.</p>	MM
10	<p><b>Safeguarding</b></p> <p>ALH updated trustees that three trustees had confirmed that they had read Keeping Children Safe in Education – Part 1 and undertaken the three online training sessions. SS has undertaken adequate safeguarding training in her role as governor. ALH to chase trustees and obtain confirmation that they have completed the on line training or appropriate training as part of their employment.</p> <p>On behalf of the HR Manager, ALH confirmed that the Trust SCR is compliant. Trust schools will be securely sharing their SCRs with the HR Manager to enable spot audits.</p>	ALH
11	<p><b>CPD</b></p> <p>MM advised that another group of potential leaders have commenced the first phase of the Ted Wragg Trust leadership development programme. Tim Rutherford and MM are also launching phase 2 which is a second year for those that have completed phase one and wish to diversify their leadership expertise. The Trust continues to develop shared CPD across the trust, Science has been particularly successful to date.</p> <p>MM explained that the Trust is working in partnership with Feltham Reach Academy who have assisted in the improvements at All Saints, Plymouth. The intention is for Feltham Reach to support St Luke's and West Exe and they are also helping with curriculum planning.</p>	
<b>Items for Approval</b>		
12	<b>None</b>	
<b>Items for Information</b>		
13	<p><b>Complaints</b></p> <p>Trustees were advised that a stage one complaint had been received from a complainant that had already complained twice to Ofsted, both times with a result of no further action.</p> <p>The complaints policy is being revised twice a) as a result of the DfE auditing Isca Academy's complaint policy and b) as a result of the Trust Governance Review. Trustees will be made aware of the amendments.</p>	ALH
14	<p><b>Risk Register</b></p> <p>Trustees noted the risk register and ALH advised of the amendments made since the last meeting.</p>	
<b>Any Other Business &amp; Next Meeting Date</b>		

<b>The date of the next meeting is 1 May 2019 at St James from 4.30pm</b>		
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Signed by the Committee Chair:

Date: