

Meeting Minutes
Trust Performance and Standards Committee
Wednesday 15th March 2016, 16:30
Boardroom, St James School

Attendees:

Debra Myhill - Chair (DM)
 Moira Marder (MM)
 Tatiana Wilson (TW)
 Saxon Spence (SS)
 Jon Lunn (JL)
 Alison Layton-Hill – Clerk (ALH)

Minutes

Item Ref	Business	Action
1	Welcome DM welcomed all present	
2	Attendance There were no apologies	
3	Declarations of Interest None	
4	Minutes of Previous meetings The minutes of the meeting held on 7 December 2016 were agreed. Item 9 - DM to write a letter to St James in recognition of their achievement in terms of maths progress.	DM
5	Matters Arising None	
Monitoring		
6	Minutes from LGB meetings Cranbrook <ul style="list-style-type: none"> It was noted that the CEC minutes demonstrate their ethos as being part of the Trust. TW advised that Steve Farmer suggested a governor receives data training and asked if the link trustee should have the same training. JL advised that the full LGB of St James have been trained and that there is a clear expectation that all governors have an understanding of data interpretation. He is intending to give training to all LGBs. <p>The recommendations from the LGB were considered:</p>	JL

	<ul style="list-style-type: none"> • The Trust would like to provide an internal support network, rather than go externally for support, for example educational psychologist. It is not financially possible yet but the plan is to pool inclusion money and think creatively on how it is used across the MAT. • The Trust agrees that it would be useful for SENCOs to meet regularly for CPD and knowledge sharing. MM will talk to SENCOs to ascertain if they feel it would be useful for sharing knowledge, specialisms and training. JL explained a new SENCO review system coming out. • It was not felt appropriate for a member of the Board to attend the Challenge Partners visit. MM questioned if the minutes were referring to a member of the LGB. ALH to check. • In the long-term it would make sense for a library system to be shared across our schools. • JL advised that the Trust does review gradings across the MAT and are aware of the cautious element of prediction. <p>Isca</p> <ul style="list-style-type: none"> • MM explained that the blue book is a resource for staff to use when planning lessons and helps to differentiate within the classroom. • Clarification was given in terms of Isca becoming a 'leading edge school'. Isca would like to achieve another level in terms of academic excellence. MM advised that there is much work happening in all Trust schools in terms of targeting high performers and those needing additional support. It is essential to be joined up and think about the key factors causing the gap. DM suggested a focus on the right type of learning behaviours and JL talked about the Exeter College Reach Academy philosophy. <p>St James</p> <ul style="list-style-type: none"> • MM explained that the Challenge Partners report is an external validation of the standard of the school and is one of the most respected external processes. Although the Challenge Partners grading was 'outstanding' St James is not permitted to make the claim of being outstanding but it does give governors and trustees confidence. • The MAT Growth Check report will be shared with the LGB Chairs initially on 28 March. <p>TW advised that she is going to be working with disadvantaged children at Marjon. Plymouth University has lowered some of the entry grades for disadvantaged children. DM confirmed that entry to Exeter University is reduced for applicants from low participation neighbourhoods.</p>	<p>MM</p> <p>ALH</p> <p>ALH</p>
7	<p>MAT Improvement Plan</p> <p>MM confirmed that the format has been reviewed by the Regional Schools Commissioner and the MAT Growth Check team. Both were in agreement with the model and considered the targets were right for where the Trust is. MM will RAG rate the document to show progress. The MAT being secondary focussed was questioned but MM asserted that Exwick Heights joining will bring another primary dimension.</p>	<p>MM</p>

	<p>MM advised that she is holding a strategic leadership meeting to obtain buy in from Heads and ensure there are no grey areas about the trust-wide focus.</p> <p>DM requested that consistent terminology is used in the performance summary document in terms of 'improving'.</p>	MM
8	<p>MAT Data Dashboard</p> <p>Questions were invited on the Quality Assurance Review 2 document. TW asked for a key in terms of the symbols.</p> <p>JL explained that Cranbrook does not sit easily as one school in terms of the dashboard so now there is a secondary and primary split. Exwick will be added after they join the Trust. MM advised the QAR2 will include financial information going forward.</p> <p>It was noted that St James and Isca are in the right place in terms of in-year predictions.</p> <p>MM advised that the Trust remains secure in terms of its EBIs. TW asked if there are any surprises in the data collection. JL advised that he has been working with the heads and advised they must have confidence to use their professional judgement. It is possible to see how different groups are performing. With so few children it should be possible to consider the barriers for the individual child as opposed to the group.</p>	JL JL
Items for Approval		
9	<p>Exclusions policy</p> <p>SS suggested a reference to 'parents/carers', rather than 'parents'. There is no reference to managed moves across schools. Consistency is needed when referring to student or pupil, it was agreed to use pupil.</p>	JM
Items for Information		
	<p>DM advised that the Chair of the Trust wished to make the Committee aware of a situation where the EFA had asked for reassurance from the Trust that a safeguarding complaint (some eight months earlier) had been dealt with appropriately and that Trust policy was followed. Ofsted had referred the complaint to the EFA and it is felt that following Ofsted inspections they are referring a sample of safeguarding complaints. Trustees must be aware of this process and MM will share the experience and Isca's process with other headteachers and governing bodies.</p>	MM
Any Other Business & Next Meeting Date		

	<p>The St James Challenge Partners report was 'outstanding' overall with outcomes for pupils being 'good'. It showed the progress in teaching and learning and highlighted maths as an outstanding area. There were also helpfully suggestions for improvement. MM felt that St James should be commended but there is still work to do in terms of in-school variation.</p> <p>SS advised that the Chair of the Trust had asked her to take an interest in pupil premium and asked where she could obtain the necessary information. It was agreed that MM and JL will do the pupil premium reviews and will then report to SS.</p> <p>DM asked that Pupil Premium and Safeguarding are added as a permanent agenda item.</p>	<p>MM/JL</p> <p>ALH</p>
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Signed by the Committee Chair:



Date: 10 May 2017