

# Holy Trinity C.E. Primary Academy

## Minutes from the Achievements, Standards & Improvement Committee meeting held on

Monday 3<sup>rd</sup> December 2018 at 4.00pm

**Present:** Mr John Burke, Staff Governor (JB)  
Ms Helen Cross (HC)  
Miss Stephanie Walker

**In attendance:** Mr David Willey (Chair)  
Mrs Paula Burns (HT)  
Ms Naomi Lewis, Clerk (NL)

**Apologies:** Mrs Lin Street  
Mrs Jacqui Page

### ASI 26/18 Apologies and Welcome

Apologies were received and accepted from Mrs Lin Street and Mrs Jacqui Page.

*In the absence of Mrs Street, Mr Willey agreed to chair the meeting*

### ASI 27/18 Declaration of Business Interests and any Conflicts of Interests

The Chair enquired whether any member had any direct or indirect pecuniary interests in the business to be discussed. There were no expressions of direct or indirect pecuniary interests declared.

### ASI 28/18 Minutes from the previous meeting held on the 21<sup>st</sup> June 2018

The minutes of the Achievements, Standards and Improvement Committee meeting held on 21<sup>st</sup> June 2018 had previously been distributed.

**Resolved** that the minutes be taken as read, confirmed, signed as a true record and retained by the school for their record.

### ASI 29/18 Matters Arising from the minutes of the previous meeting:

There were no matters arising from the minutes. It was noted that all actions had been completed.

### ASI 30/18 Review of progress data

The HT presented Assessment – On Track Reports dated 5<sup>th</sup> November 2018. The report showed pupils below, expected and exceeding ARE for all year groups. The HT added the results would be updated at the end of Autumn 2.

The HT explained that pupils were expected to make 6 assessment points of progress throughout the year. Members noted that not many children were exceeding. In response to a question, the HT stated a meeting had taken place with middle leaders to discuss the reasons why. There were concerns that Scholar Pack did not provide accurate assessment scores at the start of the academic year for those children who ended the previous year as exceeding and staff had been asked to produce score system in order to narrow down more meaningful data.

In response to a question and concern that year 5 were below ARE, the HT stated that a more realistic expectation would be for pupils to show exceeding scores by Easter term and governors would see a full picture of attainment at the end of the academic year. It was noted that Year 1 and Year 2 had pupils exceeding in reading and Year 6 had pupils exceeding in reading, writing and SPAG.

The HT expressed that more focus was given to the in-house scoring system. Mr Burke added that staff had worked hard to collate the in-house data.

A member asked whether OFSTED would give consideration to in-house data and where was the evidence that pupils were on track to be exceeding ARE. The HT responded that school would continue to capture a picture of attainment at certain points through the academic year.

The HT presented Progress Data for Year 2 to Year 6; Reading, Writing and Maths. The HT stated Year 1 were not included as they were assessed by Early Learning Goals before the Scholar Pack system. The systems did not correlate and staff had produced manual reports.

A member raised concerns that pupil progress may be falling behind. The HT responded that Emma Quigley, Deputy at Christchurch at Oldbury who was supporting one day each week, had held pupil progress meeting with all staff and would support teaching extra depth. The focused support should encourage more desirable results next term.

*Ms Walker joined the meeting at 4.20pm*

Governors not that Year 2 showed concerns in progress. The HT shared that an action plan was in place to focus on Year 3 writing, Year 4 had strong results. It was noted that Year 5 attainment was poor and there was a focus to close the gap. A member added it was understandable due to the turbulent year pupil experienced due to the number of staff changes last academic year. Maths progress was recognised as weak for Year 6 pupils.

The HT stated that Sarah Haynes, Deputy at Marston Green would support the school one day each week and focus on teaching and learning, particularly for Year 2 and Year 6 and include more able pupils.

Reception progress data was presented:

The report was had a breakdown of PP and SEND pupils. The HT shared that the baseline test done took place during the 3<sup>rd</sup> week of the new term and it was unrealistic to expect a full progress point at the end

of autumn 1. One SEND child had been identified and had made progress in reading. It was noted the number of SEND pupils may increase.

The HT shared that all staff have had pupil progress meetings and submitted written narratives around the data submitted. DHT, Emma Quigley would look at books and scrutinise the narratives alongside assessment data. The HT had looked at developing consistency in class interventions particularly those for Pupil Premium children and met with teaching assistants. It was important to evidence intervention work as part of the Pupil Premium strategy and recent monitoring visits had produced quality reports.

In response to a member question, the HT stated the DHT support was in school on Wednesdays and Thursdays however was dependant on the capacity and needs of their own schools. A member added the support had been valuable and both DHT's had offered support through an impending Ofsted visit.

With no further questions or comments, the HT agreed to update governors with Autumn 2 tracking data when available.

**Resolved** to receive and note

**ASI 31/18 Key Items for Discussion: Pupil Premium, SEND**

In a slight change to the agenda, the HT presented Government Analyse School Performance (ASP) and Inspection Data Summary Report (IDSR) for governor's consideration. The following was highlighted;

ASP

The HT explained previous National Curriculum band levels. The new Primary Grading System indicated a predicted score for Key Stage 2. If the expected score was met would record as 0, if exceeded the score would show as + and if score was not achieved would record as -.

In response to a member question, the HT clarified PAG as Prior Attainment Gap. Governors noted that 2017-18 key Stage 2 results showed the average 0.06 for Writing, this was positive for the school. The HT added that a child new to country had not been included in the results as there was no Key Stage 1 data for comparison.

The Reading, Writing and Maths combined percentage of pupils achieving expected standard or higher was 56% for 2017-18 and the HT stated that the previous year was 46%. The percentage could increase to 58%, following validation of a disapplied pupil.

The school had 4% of pupils achieving the higher standard, compared to 10% the National average. In response to a member question, the HT added in addition to tracking, teaching assistants would support more able pupil premium pupils.

Governors were referred to progress for disadvantaged pupils and noted that maths progress was a concern. The HT shared that Maths Training had been arranged for inset day at the start of the spring term.

Governors were taken through the documents on a page by page basis. The HT explained that support from DHT's and Diocese SIP would focus on the areas of concern; pupil premium high attainers and Maths and SEN pupils.

Governors noted that percentage of pupils achieving expected standard or higher in 2018 at 56% was commendable in relation to previous years. The HT added BDMAT had completed the Education Due Diligence with positive results. It had been recognised that KS2 had seen the best results so far. The narrative around key stage 1 results had been taken into account.

ISDR

The ISDR was presented to governors. The HT shared that Ofsted would give consideration to the document, looking at areas to investigate and note any trends.

The HT highlighted the areas to investigate and how the school would address each area: developing more able pupils, greater focus on interventions, more rigorous monitoring to measure impact.

Governors noted the diversity of the school included 14 out of 17 possible ethnic groups. The HT added that some families had no recourse to public funds and these factors contributed to the challenges the school faced.

In response to a question, the HT confirmed the Maths training day would focus on reasoning. Further details including an update on the SEF would be provided at the Full Governing Board meeting.

Parent governor asked how the effective improvements the school had made could be communicated to parents to encourage more positive feedback to Ofsted. The HT agreed to meet with Ms Walker and devise a letter to parents to circulate in the New Year.

With no further comments or questions, it was

**Resolved** to receive and note.

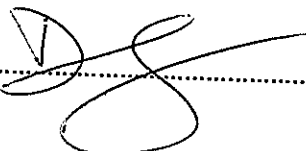
**ASI 32/18 Any other business**

There were no further items of business raised.

**ASI 33/18 Date of next meeting:**

Thursday 24<sup>th</sup> January 2019 at 4.00pm

The Chair thanked everyone for their contributions and closed the meeting at 5.30pm.

Chair Signature: 

Date: 8 July 2019