

Local Governing Body
Minutes of the Meeting
Held on 27th June 2019

Present: Mary Sanders (MSS) - Chair, Rolf Purvis (RPS) – Head teacher, Lucy Scott (LST) – CEO
Simon Prior (SPR)- Vice Chair, Jeanette Redding (JRG), Jim Warwick (JWK), Philippa Stevens
(PSS) Andrew Crumpton (ACN), Lesley Waugh (LWH), Lynne Martin (LMN), Simon Grapes
(SGS)

Also Present Richard Auffret (RAT), David Hewett (DHT)

1. **Apologies:** Jackie Westrop (JWP), Helen Richings (HRS)

2. **Declarations of Interest :-** None

3. **Curriculum**

- RAT- stated that previously the trusts aim was to stabilise the curriculum but we are currently in a position where we are able to develop and improve the curriculum. Previously looked at making sure staff understood the curriculum so that each Key stage prepares students for the next. Key Stage 2 has also been looked at to establish where students are when they join whether something is new to students or has been taught previously and Key Stage 3 builds upon. The curriculum has been looked at to establish what should be taught for each year group in each subject.
- Settings – looking at challenge, feedback books all year groups have progress ratings well over half are making progress. Ensuring that subjects are not watered down and content is creative. Looking at giving students dedicated design and technology teaching. There will be increased option time by reducing the number of options from 4-3 giving students more time on their option subjects. There is also a focus on extra curricular activities with the addition of extra clubs and trips. The timetable was significantly improved ensuring the right teachers are in the right groups and there are fewer split groups and building the timetable with the stronger teachers targeted for specific groups.
- SPR – Asked RAT if the change to 100 minute lessons given more flexibility?
- RAT - Stated that the 100 minute lessons are more challenging to timetable. There has also been a greater uptake for challenging subjects by Year 9 students moving into year 10.
- JRG - Asked RAT if DMA has had to drop any subjects because of staffing?
- RAT – Stated Only those subjects which were planned to be reduced due to the restructure.
- SGS – Asked if the reduction in options students can chose reduces the amount of GCSE's they could achieve?
- RAT – Responded that as ethics is mandatory this will ensure students can achieve the same amount of GCSE's
- RPS - Stated that by reducing the number of options will give them more time on their chosen options.
- JRG - Asked what the MFL uptake was this year?
- RAT – Stated that previously when MFL was a statutory subject this meant some students were doing badly in a subject because they didn't wish to do it but proportionally the uptake is average.
- JRG – Stated there was a big gap for disadvantaged students access to EBACC subjects.
- RAT – Stated that the new year 7 students will have access to MFL from year 7 which will build a foundation from then. MFL is completely new to KS3 students and the current Year 9 didn't have a good foundation to allow them to progress to GCSE MFL but proportionally average.
- RAT – Explained to the LGB that we are trying to improve access to all subjects for example linking drama with English to ease students into this. Stability in groups has improved and teachers have been held to account for lack of progress. There has been an emphasis on less moving between sets and keeping students working to their potentials. RAT stated that he is much more confident with the data produced and we understand more where students are and will be.
- SGS – Asked how are teachers held to account?

- RAT – Stated that SLT review feedback books and potential grades and assessment grades are scrutinised. Heads of departments then produce their reports. During the staffs appraisals students who have not met their potentials are addressed. Teachers want students to do well and use the data they have to make the changes needed to improve.
- SGS – Asked if by students staying in sets does this help the teachers know their students?
- DHT – Explained that there is an ongoing emphasis on 'knowing your students' which is echoed in CPD sessions.
- DHT – Stated that schemes of learning have been provided by Chesterton so the focus for CPD has been on Pedagogy i.e. the pace and challenge of a lesson. DMA middle leaders have stepped up and worked on the schemes of learning and there has been development in conjunction with CCC and Heads of departments have worked on the curriculum rationale document and on a student friendly version of this and tag lines summarising what each year group is learning when so they understand what and why they are learning and how it feeds onto the next part of the overall scheme of learning.
- DHT - talked LGB through an example rationale document.
- SPR – Asked if the rationale document is explained to students?
- DHT – Responded that is what the student rationale document is it will help them to understand why they are learning what they are learning.
- DHT – Also added that 88% of the teachers are now degree specialist teachers
- RPS – Added that this was very unusual and very special to have.
- DHT - showed LGB the student map and how the curriculum guides them through the years. He explained that it has been a challenge to develop for subjects but it is important to break down into simple terms for students to understand, DHT will deliver training on the model in September to staff and ensure the importance that this is referred to.
- RPS – Stated it is important to note that DMA middle leaders are providing this to CCC middle leaders.
- DHT – Stated that the benefit of the trust has allowed cross working with middle leaders and projects like this which will empower the DMA middle leaders.
- LMN – Asked how could it be proven there has been improvement in Teaching and Learning?
- DHT – Responded that this could be evidenced by assessment data, observed during learning walks and performance appraisals. Previously 75% of teaching was 'good' current observations showing 95% good.
- RPS – Explained that only a few members of staff observe teaching which will give consistency in judging the standard across departments.
- LMN – Asked if there is an improvement in results?
- RPS – Stated that there is a growing trend of results and moving in the right direction.
- DHT – Explained that there has also been half termly external visits.
- JRG - Asked to what extent the student voice is taken into account?
- DHT – Explained that Mark Eastwood carried out a recent survey to give students consultation.
- SPR – Asked if the rationale document is applied in KS4?
- DHT - Responded that the GCSEs will provide their own framework.
- RAT – Explained that during KS4 there are progress checkers which also help students to understand their own progress.
- SGS- Asked about the relationship with the trust and if there was feedback from CCC and the trust.
- DHT – Responded that recently there was a trust faculty meeting and there are really strong relationships across both school middle leaders.
- JRG – Asked how can governors assist with improvements?
- RAT – Responded that middle leaders need to be able to articulate their curriculum so governor links with the department leaders is important.
- DHT – Added that governors during visits should ask teachers questions about their lessons and expect detailed answers.
- SPR – Praised DHT for sound knowledge of the Ofsted framework
- DHT – Commented that work with RAT and DHY have enabled this.
- JWR – Asked RAT in looking at the framework where he thinks challenges will be?
- RAT – Responded that being an early observed school it's important to show what changes have been made and where we are going and that everyone can articulate this.

Ofsted Framework

- RPS – Explained that there will be lots of training and visits to help staff understand the new framework. RPS asked the LGB if they had any questions on the new framework?
- SPR – Asked RPS how he ensures that things like day one documentation is in place?
- RPS – Stated that SLT are currently working on the processes to ensure that everything is in place and all SLT are preparing documents.
- SGS – Asked if this a case of demonstrating processes at this stage rather than just results?
- RPS – Responded that yes although previous year's results do show progress but definitely the feature of the framework is demonstrating change. There is also a focus on parental and staff views. Things such as the behaviour policy improves staff workload as it provides consistency to staff which boosts morale. Feedback books reduces marking providing less marking at a higher quality.
- JRG – Stated that the terms of reference should be evident on the website. The website also doesn't justify the work done.
- RPS – Explained work being carried out on the website.
- SPR – Are the terms of reference on the website?
- RPS – The trusts ones are.
 - NGE to provide RAT all governors minutes, LGB terms of Reference for website update.

Health and Safety

- RPS presented BNN's H and S update.
 - One reportable accident investigated concluded that there were no concerns and actions to be taken.
 - BNN has met with LWG and all records found to be present and up to date.
 - Car accident engaged with NCC and highways to improve road safety. Highways confirmed all work recommended will be possible.
 - Windows works completed improved energy saving and class room environments.
 - Ecomodular have removed the old mobiles and places the new mobiles which History will be teaching in.
 - First health and safety inspections planned for Summer and meeting in September to review.
- LWG – Attended health and safety training recently and there was a focus on reporting near misses.
- RPS - Agreed to make H and S standing item.

Governor Visits

- LWG – Stated that MED had NCC visit regarding LAC children and that the visit went well. She stated that NCC have no LAC children and that NCC highlighted that DMA was the only school with a policy for LAC children. She also stated she had visited art department and would follow with a report.
- SGS- Stated that he is to meet CHS.

End of Year Heads report

Staffing

- RPS – Stated that there has been a number of changes in staffing this year.
- MSS – Stated that the restructure and staff turnover has been significant but that RPS has been busy recruiting so the school will be fully staffed for September.
- RPS – Stated that there had been many change but that they were all necessary.

Funding

- RPS - Anticipating numbers in 6th form and year 7 will increase funds for the following year. The trust have requested additional funding from D f E to account for shortfall from previously lower numbers.
- SPR – Asked if the new year 7 class has a whole extra class?
- RAT – States that there are an extra 40 students
- RPS – Stated that 6th form applications numbers are also larger.
- SPR – Asked if there is a Year 10 open day Monday?

- RPS – Responded that there was and that students attend during day and parents in the afternoon.
- RPS – Also stated that there was recently a year 6 transition evening giving an opportunity for the students to ask questions and better to prepare for SEN students.

Environment

- RPS - Stated that cleaning has greatly improved since October taking this back in house and the standard has improved and there is now a great team of cleaners who feel they belong.
- RPS – Added that there he is currently reviewing CGM contract and looking at employing in house groundskeeper.
- SPR – Stated it would be a good idea to talk to the community about machinery that could be available.
- MSS – Would like to thank RPS for his work this year.

AOB

- ACN – saying goodbye and thanks to MSS.

Next Meeting – 26th September 3pm

SIGNED BY CHAIR OF GOVERNORS



MARY SANDERS

DATE:- 26.9.2019_____