



PART 1 MINUTES

Meeting:	6 – Local Governing Body	Date / Time:	21 October 2015 at 16.30	Location:	ISCA Ted Wragg Multi Academy Trust
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Attendees:	Initials:	Governor Type:
Gina Woodcraft	GW	Trust (Chair)
Ian Rogers	IR	Trust
Nigel Watts Left 19.07	NW	Trust
Mark Williams	MW	Staff

Attendees:	Initials:	Governor Type:
Brahm Norwich	BN	Trust
Bernard Dugdale (Arrived 16.44)	BD	Trust
Rachael Brown Left 19.07	RB	Staff
Simon Weir	SW	Staff

Apologies:	Initials:	Reason:
Helen Crossfield	HC	Sick
Michael Trimble	MT	Work commitments
John Staddon	JS	Not given
Tracey Spink	TS	Personal commitments

Absent without Apology:	Initials:
Anthony Boulton	AB

In Attendance:	Initials:	
Jo Duffin	JD	Clerk
Roger Fetherston	RF	Trust
Aimee Mitchell	AMi	Headteacher Designate

Minutes To:
Attendees

Min. No.	Actions & Decisions:	Owner:	Date Due:	Date Actioned:
1/1.1	<p>Welcome and Apologies</p> <p>GW welcomed MW as a new staff governor and RB as a returning staff governor. MW explained that he works in IT at Isca and looks after all electrical equipment, both IT and media related. GW asked what had motivated him to be a governor and MW responded that he works with staff and students across the school so has a good insight into the school and the frustrations. He understands how the school is run and can use this knowledge.</p>			
1/1.2	<p>Paperwork</p> <p>JD distributed code of practice, register of business interests and skills audit for completion by governors.</p>			
1/1.3	<p>Administration Matters</p> <p>JD referred to the document already distributed on administration matters. Governors discussed whether or not governor meetings should be open to the public. IR explained that Part 1 can be open but Part 2 is in confidence. It was agreed that GW will consider having one open meeting a year. SW asked that the agenda for this meeting be carefully considered.</p>			
1/1.4	<p>Associate Governors</p> <p>There are no associate governors so it was not necessary to discuss this item.</p>			
1/1.5	<p>Correspondence</p> <p>Receipt of recent correspondence was noted. IR asked if governors could access the</p>			

	DAG Newsletter and it was confirmed that they can.			
1/2.1	<p>Minutes of the Last Meeting</p> <p>The minutes of the meeting held on 15 July were agreed as a correct record and signed by GW. It was agreed that in future Part 2 minutes will be circulated at the meeting in paper format to those who were in attendance.</p>			
1/2.2	<p>Matters Arising</p> <p><u>Action 6.1</u> GW advised that the Governors' Handbook is in the process of being updated but a final copy is awaiting a review of the new structure of the LGB and developments within the Trust.</p> <p><u>Action 6.3</u> GW noted that she is aware of a number of vacancies coming up next year. It may not be necessary to have such a large governing body so it seems sensible to keep things fluid at this stage. IR noted that volunteers are needed to attend appeals, etc and GW responded that the pool may be extended to other governors within the Trust.</p> <p><u>Action 6.4 and 6.5</u> RF has prepared a report on 'following a student' and will circulate it via JD. He still intends to conduct more work with Student Voice.</p>	Action 1.1 RF	31.10.15	13.11.15
1/3.1	<p>Headteacher's Report</p> <p>SW apologised that the report was late and said this was due to staffing issues. GW responded that next time governors would like an executive summary and commentary with observations. BD added that the content of the report had never been agreed.</p> <p>SW referred to document 1 on PP and highlighted that the PP expenditure in 2014/15 was £260K and the budget was £232K. He felt this was a fair representation of expenditure but it could be more accurate. AMi noted that there could be a simpler solution. GW said that governors would like to see how students have improved as a result of the expenditure. SW noted that it can be difficult to measure outcomes. BD noted the importance of accurately recording such expenditure and outcomes for future use. AMi responded that she doesn't wish to not record it, but that it could be done in a different way. BN asked what the outcomes are against which the school is being judged and AMi responded that OFSTED requires the school to demonstrate that there is a quality provision for PP children. RF added that it is also about successful progress beyond school and this needs to be tracked to demonstrate sustained improvement. RB noted that it can be difficult to obtain the information. RF suggested using case studies from a range of students. Expenditure in years 10 and 11 isn't what it's about, earlier intervention is required. IR asked if PP expenditure is identified within the accounts and SW confirmed that broadly speaking, it is.</p> <p>GW noted that governors have been supplied with a lot of information and analysis about exam results and it has previously been discussed at meetings.</p> <p>SW noted that the core areas are good, outside of this performance is variable. Humanities did not have a negative VA because of Geography. MFL and Humanities are an issue. BD asked if the science score is related to changing students from double to triple science and RB confirmed that the VA score would be lower if this hadn't been done. An example of a student remaining in triple science against the schools wishes was discussed.</p> <p>A clear action plan is needed for MFL and History. SW has met with Tim Rutherford to discuss cross school moderation. This may only be possible for MFL due to different exam boards being used for History. RB added that reduced hours in their early years of MFL may have prevented students performing well in GCSE French this summer.</p>			

SW reported that it is a good set of results but there are a lot of RI areas. AMi added that it's the internal variation that OFSTED will focus on during a visit. SW continued that Catering and Textiles had a good set of results but this may not be the case next year due to staff changes. ECDL has only one year left to run.

SW reported that the issues need addressing at curriculum level and AMi added that she is meeting with JP to move things forward. BD asked if there will be a review of MFL delivery and if student feedback will be sought. GW added that Student Voice will be helpful. SW confirmed that students in school will be consulted.

SW drew governors attention to the PT1 score of 48. 5A*CEM has reduced and this may partly be because SW has asked for a pessimistic approach, for example, teachers have been asked to mark C3 as D1 if they're not sure. RF stressed the importance of accuracy. RB reported that there was a case of inflating results last year. The possible reasons, future identification and prevention strategy were discussed. RF reported that the MFL grades currently set the upper limit for the EBac measurement, which is of concern. He went on to query what actions have been taken to explain the 2016 forecasted grades of 95.83% (of the 46 entries) being a C+, which represents a significant improvement on the 2015 outcomes.

SW reported that new members of staff are settling in well. GW asked how Garin is getting on. RB confirmed that he is excellent but has said that the systems at Isca are confusing. AMi replied that it is important to look at his reasons for this. HC noted via email that reasons for absence should not be documented within the report. SW added that it is has been a difficult term and GW responded that Moira's support has been helpful.

SW reported on student numbers as detailed in document 5a. He noted that recruitment events had been well attended and well received. Year 7 next year will be up by at least 20 due to Wynsteam students and will hopefully reach 150.

SW noted that the CPD model has been discussed and reviewed at T&L. RB noted that staff voice would be useful as it's not that popular. BN asked what would address this and RB responded that staff doesn't feel it is personalised. AMi asked if staff had been involved in developing the model and added that the school needs to shout about outstanding performance. RB noted that this doesn't happen. Staff were placed in a group with the same CPD need but there was no one to guide them. SW responded that they had tried to move away from an expert in front of the group. GW asked what the CPD budget is and SW replied that the only external CPD is related to H&S and exam performance.

AMi noted that she will be looking at curriculum with JP.

SW reported that the new heads of year and heads of house system is struggling and will need to be reviewed at Christmas. AMi promised a quick response to this.

SW referred to the Intervention Evaluation document. He selected a few interventions from last year and looked at their effectiveness. Maths tutor group had an impact but it was not significant. The Easter revision sessions resulted in a significant improvement. The value of a revision session as part of a two year course was discussed. Going for Gold has a positive impact and there was a wonderful ethos around the group. IR asked if this will be repeated and SW confirm that it will. BD asked how it was funded and SW replied that it was from PP money. Mentoring did not see a significant improvement. A huge amount of work was put into History intervention. The reasons for such significant intervention late on were discussed.

SW advised that Excellent for All Self Evaluation is work in progress.

	SW reported that most of the items Julian recommended had been done and progress was being made with the remainder.			
1/3.2	iGCSE Report SW referred to the report produced by Helen Good. AMi queried whether there are entries this year and SW confirmed that similar numbers have been entered. AMi noted that this is quite risky and asked that SW obtains accurate forecasts from Helen. SW confirmed that this is already in place.			
1/3.3	The Wasted Years RF reported that continuity between years 6 and 8 is vital and stressed the importance of getting this right. There is a lot of emphasis on pastoral care to help students cope with moving from a small school with one teacher to moving around a large school with up 12 teachers in a week. He queried whether this can be reduced without compromising standards. The amount of intervention in years 10 and 11 indicate that something is wrong earlier in the system. He queried what is being learnt in these years and stressed the importance of challenge, especially for the middle and high attaining students. AMi reported that this resonates with Julian's feedback and it will start to be tackled in the curriculum meeting with JP but other items will need a long term approach.			
1/3.4	The Link SW said that the value of The Link should be judged on whether it makes a positive contribution to Isca and whether it reduces exclusions, especially permanent exclusions. The answer is yes to both these questions but whether or not it is cost effective is difficult to assess. BD queried whether students perform better in The Link and whether other students perform better because there is no disruption. BD noted that he felt the response regarding cost effectiveness could be more robust. BD will prepare a report on this. BD said that not enough staff are aware of how The Link is funded. RB added that staff are not aware of the purpose and aims, how it fits with mainstream education, the referral system and return to mainstream education. AMi stated that there should be a connection between SEN, pastoral support and The Link and this needs close examination to make it a cohesive system. MW emphasised that the issue with the perception of the link and there is no personal issue. IR asked if The Link is more economic than an external solution. AMi replied that it is very cost effective but the functions need looking at. IR asked if the children in The Link have a PEP and SW confirmed they do. It was agreed that all the systems need looking at so they are integrated and this should wait until AMi is in post.	Action 1.2 BD	2.12.15	7.12.15
1/3.5	Update from the T&L and Resources Committees NW reported that the T&L Committee had discussed interventions to reduce the PP gap and governor visits focussing on Pupil Voice. A number of meetings had taken place to discuss the results so governors came to the meeting better prepared. The Committee agreed to adopt the Collective Worship Policy which is based on the DCC policy. GW reported that the minutes of the Resources Committee have been distributed.			
1/3.6	IT Infrastructure GW reported that at the exam analysis meeting it became apparent that the IT			

	infrastructure is near collapse. MW reported on professional networks established with other schools, the current policy when a system/item fails and the disruption this is causing. MW is putting together a report and GW asked that this has an executive summary highlighting the issues, cost and priority order. It should detail what needs to be done and why and should focus on whole school issues followed by teaching and learning issues. GW thanked MW for his work and noted that support will continue.			
1/4.1	Self-Harming Policy BD said that the references to further assistance are good. BN queried how the school responds to instances of self-harming, the school's prevention work and spoke about instances where the school isn't aware that self-harming is taking place. GW asked if this is covered in the PHSE programme and SW confirmed that it is. RB noted that the policy talks about staff training and SW replied that there are good staff dealing with it but better communication is important. AMi highlighted the danger that raising awareness can lead to it becoming popular. It was agreed that the policy be adopted with a view to making it more Isca specific.			
1/4.2	Child Protection (or Safeguarding) Policy BD reported that he feels the policy is sensible and Isca specific. AMi asked if it is in line with the new Devon policy issued in July 2015. It was agreed that BD will check this and report to the next meeting of the LGB.	Action 1.3 BD	2.12.15	7.12.15
1/4.3	Keeping Children Safe in Education JD advised that this is a form, not a policy so this item did not require further discussion.			
1/4.4	Behaviour Policy AMi said that this policy requires amending and it was agreed to defer this item to the next meeting.	Action 1.4 AMi	2.12.15	7.12.15
1/4.5	Tackling Extremism and Radicalisation Policy SW reported that he had attended a briefing on RAP strategy and this policy had been produced collaboratively. It was agreed that SW and BD work on this policy.	Action 1.5 BD/SW	2.12.15	7.12.15
1/5.1	Governor Reports on Training There was no training to report.			
	The meeting closed at 19.14			

Next Meeting:			
Date / Time:	Meetings will take place at 16.30 on: December 2015 - TBA 3 February 2016 23 March 2016 11 May 2016 6 July 2016	Location:	ISCA Ted Wragg Multi Academy Trust

Signature of Chair to Agree the Minutes	
	Date: