

Ted Wragg Multi Academy Trust

Isca Academy

Delegated Governing Body Meeting

Wednesday 2nd April 2014

5-7.10pm

CHAIR: Gina Woodcraft

CLERK: Ruth Cheesman

Governing Body Membership: Lewis Banfield, Anthony Boulton, Rachael Brown, Kate Campbell Bellis, Helen Crossfield, Bernard Dugdale, Roger Fetherston, Beverley Martin, Brahm Norwich, Derfel Owen, Anne Oxborough, Ian Rogers, Tracey Spink, John Staddon, Nigel Watts, Gina Woodcraft

Late arriving – Bernard Dugdale (5.05pm), Anthony Bolton (5.30pm), Kate Campbell-Bellis (5.50pm)

Early leaving - 7.00pm Kate Campbell-Bellis

1. Apologises	<ul style="list-style-type: none"> Roger Featherston, Tracey Spink 	
2. Declaration of Interest	<ul style="list-style-type: none"> None 	
3. Minutes of Last Meeting	<ul style="list-style-type: none"> Action 5 – RF not present and no feedback been given. GW to ask RF about this. Action 8 – RF has not sent TWT report. GW to chase RF. Action 9 – This is concerning the year end statutory audit. This needs following up. 	<p>Action 1 – GW to liaise with RF about what the TWT believe a ‘Delegated Governing Body’ to be</p> <p>Action 2 – GW to ask RF to send the TWT report to Governors</p> <p>Action 3 – GW to speak with RF about the audit</p>
4. Approval of minutes	<ul style="list-style-type: none"> The minutes of the previous meeting were agreed – It was proposed by Gina Woodcraft and this proposition was seconded by Ian Rogers and unanimously agreed by all. 	
5. Governor ‘Housekeeping’ - agreed start dates TWT - Babcock requirements and training for governors	<p>Governors’ Terms of Office</p> <ul style="list-style-type: none"> RC raised the concern about Governors’ terms of office since Isca became an Academy and the roles each Governor has. RC stated that Babcock had suggested that all Governors should begin their term of office from 1-10-2014. BM stated that because the inaugural meeting with TWT and Isca did not occur until after this date then 	

	<p>Governors should in fact begin their term later than 1-10-2014.</p> <ul style="list-style-type: none"> • BM pointed out that Isca was a Sponsored Academy and rules were different and advised that it was sensible to speak with Babcock about these issues. • IR said that other Academies often divide the Governing Body into different categories e.g. ‘parent’, ‘trust’, ‘staff’ etc and then staggered the terms of office. • HC noted that there should be a category for staff as they cannot always be involved in all decision making due to conflicts of interest. • GW and RC agreed to work together on these matters over the coming months. • GW asked the Governors to think about their commitment to Isca and to inform GW if they feel they cannot commit to a potential 4 year term – and would prefer to leave at the end of the year. • IR highlighted the GEL free training that Governors can undertake online. This is sponsored by DAG. Please inform RC if any training is undertaken so she can record it. <p>DBS</p> <ul style="list-style-type: none"> • BM and BD have reviewed the Governing Body’s DBS status and are satisfied with it. NW and DO are the only outstanding people to complete a DBS and have been informed that this needs to be done urgently. <p>Pay Panel ToR</p> <ul style="list-style-type: none"> • HC highlighted the need for the Pay Panel team to adopt a Terms of Reference. RC had distributed a copy of a generic Terms of Reference for the Pay Panel. • All Governors were in agreement that this was a suitable ToR. • HC propositioned that it should be adopted and IR seconded the motion. 	<p>Action 4 – GW and RC to resolve this uncertainties – terms of office, Governor roles</p>
<p>10. Schools with Souls’ - moral/spiritual /social/cultural development of pupils.</p>	<p><i>Items 10 & 11 were brought forward so GH would not need to remain until the end of the meeting.</i></p> <p><i>Please find the RSA summary as an appendix to these minutes.</i></p> <ul style="list-style-type: none"> • BN highlighted the extracts from the paper released by RSA ‘Schools with Souls’ - spiritual/moral/social/cultural (SMSC) development of pupils’. • BN highlighted the findings of the study – which included SMSC being in danger of being sidelined in all but the best schools. Please read the attached paper for more detail. 	<p>Action 5 – RC to email RSA report to all</p>

<p>11. Explanation of current situation and provision of PHSE at Isca</p>	<ul style="list-style-type: none"> • GW had asked GH to present the current situation of SMSC at Isca. <p><i>GH used a PowerPoint presentation – please find this as an appendix to these minutes.</i></p> <ul style="list-style-type: none"> • GH discussed each slide of the PowerPoint presentation. These were the main issues GH highlighted: • Isca looks at the bigger picture when it comes to SMSC provision – it is not taught as a separate subject but rather incorporated into all lessons and aspects of the school – developing skills for life. • HC asked <i>how SMSC was monitored.</i> • GH said it was through lesson plans, tutor planning, Heads of Departments. • AO asked <i>if there were any lessons when SMSC was absent.</i> • GH replied that it was unusual for it to be absent. • SW said that in English it was very easy to implement SMSC due to the topics studied. • AO asked <i>if it was the same for Maths.</i> • SW said the subject matter itself can make it harder however it can be delivered through the teaching strategy – for example encouraging team work and communication. • RB noted that some Science topics make it harder to incorporate SMSC but again it is brought in through how students interact and work with one another. • SW informed the DGB about ‘speed dating’ revision – where students have to interact with a large number of peers – communication, listening etc are all essential for this. • SW said it can be hard to measure and that through talking and sharing with students it is easier to get a sense of SMSC’s impact. • GW noted that Isca excels at RE and this is about SMSC. • SW highlighted how the students with English as a second language are made to feel part of the community at Isca. • GH also noted that there are groups for vulnerable students, enrichments meetings, mentoring and that bullying are rarely about discrimination now. • AO asked <i>if Isca was moving in a positive direction with SMSC.</i> • GH said there were more interventions, more projects and this was reflected in the politeness and positive interactions of the students as a whole. • GH then went on to discuss the various agencies that Isca works with. Isca now has a part time school counsellor. 	
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	<ul style="list-style-type: none"> • BN thanked GH for her presentation on SMSC. • BN noted that the RSA enquiry arose due to a sidelining of SMSC and that it was important to realise SMSC's importance and benefits to students. • AO asked <i>if all Isca staff felt this.</i> • GH said it was a work in progress – that now SMSC was not a standalone subject but embedded throughout the curriculum and so it was essential that all staff were able and capable of teaching it. • LB stated that if it might be beneficial if it were built into staff's appraisal/review. • GW also enquired if it could be built into the Pupil Voice. • HC said yes it could be a good medium to do this. 	
6. Review of strategic away day plus summary to TWT	<p>RC distributed the Away Day minutes to all.</p> <ul style="list-style-type: none"> • RC had emailed out a CPD evaluation form to the Governing Body about this day. GW asked if these could be sent back. • GW asked other Governors for their feedback on the day. • LB stated that he was not certain if Isca should be driven by the TWT or the Governing Body. • GW said she had spoken with Debra Myhill and that she was satisfied with how things were progressing. • AO felt that it may have been beneficial if there had been time to review the SWOT analysis undertaken at the beginning of the Away Day. • IR noted that the Away Day formed a good foundation and that it should be an annual event - this recent Away Day should form the basis of what should be discussed during the next Away Day. • GW said that she would give the matter consideration and report back to the Governing Body about the potential of another similar event. <p>Summer Governor Conference</p> <ul style="list-style-type: none"> • GW informed the DGB of the Summer Governor Conference on 3rd July. Dr Richard Pring will be talking. 	Action 6 – For all Governors who attended the Away Day email their CPD form to RC
7. Feedback from T & L – 19 th March	<ul style="list-style-type: none"> • AO gave a brief overview of the last T & L meeting. • She said that it felt focused and now DO (STEM Governor) had joined the team it should become very purposeful. • Please read the minutes for a more detailed synopsis. 	
8. Feedback from last TWT meeting	<ul style="list-style-type: none"> • RF was not present at tonight's meeting. • GW she will ask RF to prepare a report for the DGB. 	

<p>9. Head Teachers report plus two discussion items</p> <p>a. New curriculum</p>	<p><i>Please see April 2014 Head Teacher's Report.</i></p> <ul style="list-style-type: none"> • Pupils are divided into the following groups - Enhanced Group, Focus Group Accelerated Group. Each group will have a slightly different curriculum on offer to them – to suit their needs. This is in order to ensure breadth and quality of the new curriculum. • BM noted that the curriculum will be dedicated to pupil's needs. • <i>Enhanced Group</i> – BM stated that this group of pupils comprises those of lesser ability, SEN and those that have the greatest journey to make to achieve maths. • <i>Focus Group</i> – BM stated that these pupils were mainly below the National Expectations and will have particular areas of need – they may be fine in one subject but not in another. <p>Years 7/8</p> <ul style="list-style-type: none"> • BM said that Year 7 & 8 pupils will now have 2 years experience of different subjects which is good. Then at the end of Year 8 they will be asked to select which subjects they want to focus on. This differs from the current system when they choose in Year 9. • BM stated that the Accelerated groups will be able to learn both French and Spanish. The Enhanced and Focused groups will learn French. • BM noted that ICT will be used as a tool in all subjects rather than a standalone subject and this will be replaced with Computer Science. • Years 7/8 will have 3 rotations of: <ul style="list-style-type: none"> • 1 – arts, dance, textiles • 2 – Drama, music, photography • 3 – Computer Science, Resistant Materials, Catering • Pupils will have a rotating two terms of each. <p>Year 9</p> <ul style="list-style-type: none"> • At the end of Year 8 pupils will decide which subjects they will take into Year 9 – narrowing the curriculum. • BM felt that this focusing in Year 9 would improve behaviour and work ethic as pupils will have chosen their subjects. <p>KS4 curriculum</p> <ul style="list-style-type: none"> • BM went on to discuss the KS4 curriculum: <ul style="list-style-type: none"> • Core subjects • Range of academic pathways • Range of vocational pathways – these will lead onto something definite at Exeter College, Bicton College etc 	
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	<ul style="list-style-type: none"> • BM highlighted the importance of getting the right curriculum for the right pupil. <p>Period 6 additional GCSEs</p> <ul style="list-style-type: none"> • This then led onto a discussion about offering after school lessons. • Isca will now offer Accelerated Group pupils a Period 6 option (3.15-4.14pm) – this will allow them to undertake an additional subject and gain a further qualification. • BM said they are so far offering business studies, textiles, art, PE, performing art, drama and Spanish. • BM noted that if a pupil were seen to be struggling then they will not be allowed to continue with this additional GCSE. • BD commented that as this Period 6 lesson were for the most able and would be potentially already taking a high number of GCSEs then why would they want to do another one? • BM said that they were offering alternative GCSEs but also PE, business studies etc – academic pupils who often focus on academic GCSEs would have an opportunity to undertake a creative GCSE for example. • AB asked <i>if they would still be able to do extra-curriculum activities as these might clash.</i> • BM said that it would not be possible on the days they did the Period 6 GCSE but there were other days that it would be. • IR enquired about the cost of Period 6 – due to falling roll this could be costly. • BM highlighted the need for Isca to be striving for attainment and achievement to encourage future children to the school. • HC asked <i>about how it would work with timetabling.</i> • BM said that a teacher will get a lesson off in the day if they were to teach Period 6. • HC asked <i>about the staff view on Period 6.</i> • BM stated that the Period 6 lesson would be small groups and focused lessons – this can be a positive teaching experience for staff. • HC asked <i>how BM was going to manage expectation amongst staff wanting to teach Period 6.</i> • BM said she encourages staff to offer a Period 6 and then it would be reviewed from there. • SW went on to inform the DGB that the current Year 8s 	
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	<p>when in Year 11 will be faced with 25/30 exams under the new curriculum and that this was a great change.</p> <ul style="list-style-type: none"> • SW noted that Accelerated pupils study Triple Science and in Year 11 have 9 hours of exams. Therefore the SMT felt that if they started focusing on Triple Science in Year 9 this would be beneficial. • BM went on to talk about Progress 8. Please see http://tinyurl.com/II8lv7f 'DfE Update on Progress 8' for a detailed explanation of this new system. • IR enquired if pupils would be able to resist exams. • BM confirmed that this would no longer be possible. 	
<p>9. Head Teachers report plus two discussion items</p> <p>b. Challenge Partners Review of Isca</p>	<p><i>Please see April 2014 Head Teacher's Report for a more detailed analysis of this review.</i></p> <ul style="list-style-type: none"> • From the 19th-21st March, four professionals from Challenge Partners conducted an 'Ofsted style review' focusing on School Improvement Strategies, Achievement and Quality of Teaching. • The review found Isca to be good using Ofsted criteria. • BM said that the team came into Isca for ½ day as a Precursory Review – they looked at data. • They had a timetable across two further days which consisted of work scrutiny, lesson observations – every teacher not on supported appraisal was observed. 1 member of the SMT was observed. • BM noted that it was a good process and that there were no surprises. BM said that there were some teachers who did not do as well as expected. • SW commented that 1 teacher said that they did not feel they had to prepare for this Review as everything was already in place. • BD asked <i>how often this Review would take place.</i> • BM said that it could be annually. • BD noted that if Challenge Partners were to visit annually this could make Ofsted less stressful. • BM agreed. • SW stated that there had been more Outstanding lesson observations than at any other time. • BM said that some teachers who were underperforming a year ago were given Outstanding during this Review. • LB noted that it was reassuring to get third party confirmation on Isca's upwards progress. • GW asked <i>if this process would happen again.</i> • BM said not necessarily through Challenge Partners as it was an expensive process. • BM noted that SW and GH went to DPLS and undertook a similar process – their work has been cross-checked and proved to be of a high standard. 	

	<ul style="list-style-type: none"> • AO asked <i>if teachers ever received an unexpected grade.</i> • BM said that previously teachers were graded through lesson observations alone. Now judgement is about quality of teaching over time – books, marking, data, grading pupils etc. This makes grading of teachers more accurate. • AO asked <i>BM if in her view all teachers got the grade they deserved.</i> • BM replied that if staff had done what they were meant to do then the answer was yes. • RB noted that staff on Supported Appraisal were not observed – and this would skew the results. • BM said that this was balanced by only 1 member of SMT being observed. • BN asked if Isca knew what the blind scores were of each Challenge Partner. • RB noted that she was informed that there was agreed consensus for Science. • BM told the DGB that when the SMT had been out as Inspectors themselves the feedback given was excellent. • AO enquired <i>if staff knew which lessons were going to be observed.</i> • SW said they had a week’s notice. • BM noted that it was not just about judgement on the day. • AO asked <i>if it was possible if staff managed to perfect lesson, books, etc</i> • BM said it was not possible as Challenge Partners looked at everything. • GW thanked BM for this report and asked if the DGB found the recent Head Teacher’s Report easier to read. • The DGB said that yes they did. • GW asked <i>about the limited number of questions asked before the meeting regarding the Head Teacher’s Report.</i> • Some Governors found the limited time in which they had had the report hindered them indicating that 7 days or more would be preferable. • Questions should be directed to RC before the meeting. 	
12. AOB	<ul style="list-style-type: none"> • AO asked <i>about TWT and Cranbrook.</i> • BM said she would be attending a meeting on Friday 4th April. • GW commented on the need to think about TWT’s future. • AB stated that there were many opportunities for the TWT and they need to be strategic and selective. • HC said that Isca needs to be mindful of what the TWT decides over the coming months and years and to ensure that Isca does not suffer. • JS informed the DGB that Isca has been asked to 	

	continue working with DPLS. <ul style="list-style-type: none"> • GW said that was fine so long as Isca still gets what it needs. 	
Part 2 minutes	<ul style="list-style-type: none"> • Part 2 minutes were then distributed at 7pm. • Agreed by all. 	
13. Agreed Actions	<ul style="list-style-type: none"> • All Governors satisfied with actions. 	
16. Date of next meeting	<ul style="list-style-type: none"> • Date of next T&L meeting – 7th May • Date of next DGB meeting – 21st May 	

Meeting finished at 7.10pm.

Summary of actions arising

Action 1 – GW to liaise with RF about what the TWT believe a ‘Delegated Governing Body’ to be

Action 2 – GW to ask RF to send the TWT report to Governors

Action 3 – GW to speak with RF about the audit

Action 4 – GW and RC to resolve this uncertainties – terms of office, Governor roles

Action 5 – RC to email RSA report to all

Action 6 – For all Governors who attended the Away Day email their CPD form to RC