

**THE PEGASUS ACADEMY TRUST
PART A**



**Minutes of the Whitehorse Junior School
Academy Council Meeting
Held at on Tuesday 1 December at 6.00pm**

Present: -

Nina Achenbach	Head of School	Present
Susannah Arthur	Parent MAC	Present
Steve Gadd	Staff MAC	Present
Audra Grey-Areben	Parent MAC	Present
Richard Hill (Chair)	Community MAC	Present
Nicole Malabre	Parent MAC	Present (arrived at 6.10pm)
Sophia Panchoo-Cohen	Parent MAC	Absent
Jolyon Roberts	Executive Principal (Board Rep)	Present
John Watt	Staff MAC	Present

Also present:

Mel Brown - Governance Clerk

1. Welcome and apologies

The Chair welcomed everyone to the meeting.

Apologies were received from David Wood due to work commitments. MACs accepted this apology.

Gabrielle O'Connor was now on maternity leave and had been replaced as staff MAC by John Watt. Members noted that Rachel Cuzons had resigned as Community MAC.

2. Confirmation of Quorum

The meeting was declared quorate at 6.00pm with nine of eleven MACs in attendance. (This increased to ten at 6.10pm).

3. Declaration of Pecuniary Interests

Macs were asked to declare any pecuniary interests regarding the agenda item for this meeting. None were declared

4. Academy Council Membership Changes

It was noted that Roger Taylor would have completed his term of office on 30 December 2015, and he was thanked in his absence for his support and commitment over an extended period of time.

5. Minutes

Subject to the amendment of “than” to “that” on the bottom of page 2, the minutes of the meeting held on 24 September 2015 were agreed as a true record and signed by the Chair.

The minutes were passed to the Head of School for the minute book.

6. Matters Arising from the Minutes / Action List

Agree a date for official opening of the Brigstock and Whitehorse buildings

Following discussions, Nina agreed to organise the date and celebrations.

Action: Nina Achenbach

Provide verbal feedback on Pupil Premium training course

Susannah Arthur provided feedback and advised that the course was very useful. The school needed to ensure that its website was kept up to date on pupil premium matters. Posters were being designed to encourage parents to come forward. Consideration would be given to using the noticeboard at the front of the building. Letters had been sent to parents and a note made of children receiving free school meals. There was a requirement to ensure that the pupil premium funds were fully documented.

Provide a Facilities Manager Report to the next meeting

This item was included in the Head of Schools report.

Provide a safeguarding monitoring report at the autumn meeting

The safeguarding audit was contained in the papers as circulated prior to the meeting, and had been signed off by the Chair. The single central record was regularly reviewed by the Director of Finance and Head of School. An issue noted was the delay in receiving references. There needed to be an agreement as to when to stop chasing references and recognition that on some occasions there could be difficulties in obtaining references for people who had not worked for a significant period of time or at all. In these cases, personal references were sought.

Edit website to confirm new vice-chair

This action was complete.

Pecuniary interest forms to be completed and returned to the clerk

This item was complete.

Skills audit form to be completed and returned to the Chair

This item was on the agenda.

The Head of School to contact Rachael Curzons to arrange a meeting to discuss the safeguarding monitoring report

Rachael had recently resigned. The Chair had reviewed and signed the safeguarding audit.

Add information on how best to address the requirement to make parents aware of new definitions of abuse to the next PAT newsletter

This item was item was complete.

Add link to website relating to information on breakfast and after school club

This item was complete.

Jamaican High Commission Visit – Audra Grey-Areben to attend and any MACs

Audra advised that she was unfortunately unable to attend the visit.

Add OFSTED framework to the next agenda

This item was on the agenda.

MACs encouraged to undertake visits to observe school's learning experience

This item was ongoing. To be removed from the action list.

7. Head of School Report

Nina Achenbach presented the report and a PowerPoint presentation which gave a comprehensive overview of the school's summer data 2015. In response to a question Nina advised that the pupils' levels or grades were assigned by class teachers through teacher assessment.

MACs expressed concerns in the attainment of black Caribbean children in years 4 and 5 (now year 5 and 6) and Nina explained that in year 5 this could be attributed to two statemented pupils who were also BCRB, whilst in year 4 the BCRB children were historically lower attaining. In both year groups, these children are targeted for interventions. MACs also noted that there were less SEN children which Nina explained was due to the changes to the SEN code of practice which meant that less children qualified for the SEN register, although the school kept a list of 'identified' children.

8. Raise online

Nina had completed a thorough analysis of the RAISE report that was shared with MACs. Despite the disappointing value added progress, in part attributable to the school's position as a separate Junior school, the vast majority of children left the school secondary ready with levels of attainment higher than for similar groups nationally. The school was still in the top third of Croydon schools and attainment and broad-level progress in maths and writing was at national or better.

There was a reading action plan in place following an analysis of all children who had underachieved on the reading SATs assessment to ensure that this did not become a trend as this subject is usually a strength. A baseline test had also been done for all year 3 pupils, which showed that a number of children coming up to the school as level 3 did not score as 'experts' using materials linked to the new curriculum, or under KS2 test conditions.

An external review had been commissioned by CLPE on the teaching of reading which would take place the following term, and the SLT had carried out an audit of guided reading. Spellodrome was being considered to help improve spelling, as this was a factor in under-performance in the SPaG test. Jolyon agreed to get an estimate to provide Spellodrome across the Trust.

Action: Jolyon Roberts

Q: Would school family support worker engage more with black Caribbean children and parents going forward?

A: The family support worker would be used to help to engage children and parents. Some of the children in this group had arrived at the school with lower than average ability. Pupil premium money was also being used to support children in this group who were also Pupil premium.

Q: Do children who learn phonetics spell better?

A: No, they become good at phonetics.

Q Over half of the school has English as a second language, what impact if any, does this have on the school?

A: None, the group classified as EAL did well across all 4 groups and at the end of KS2.

Q: Will those children categorised as "white other" be tracked.

A: This was under consideration but still a very small group in the junior school.

Q: How is the new curriculum progressing?

A: The new curriculum contained elements that were harder but children should be able to understand them if taught. Staff were in a difficult

position as there had been limited national guidance and no assessment model provided.

Q: Was there still a requirement to have targets?

A: This had not been confirmed.

9. MAC Visits

Nicole Malabre reported that she had visited Mr Stephenson's class and had observed children in maths and guided reading lessons. Children were fully engaged and there was good interaction. Following lunch at the school, the afternoon was spent in Ms Sewell's class which was an equally positive experience.

Other areas where MACs could become actively involved included having a MAC surgery during parents evening, reviewing the reading action plan, a MAC newsletter and involvement in the family fun day. MACs were also encouraged to carry out move visits.

10. Safeguarding Monitoring Report

The Safeguarding Monitoring report had been circulated in advance of the meeting and signed by the Chair.

Audra Grey-Areben's agreed to undertake the responsibility for the safeguarding lead in addition to the responsibility of SEN lead.

11. OFSTED Framework

MACs reviewed in detail the key areas of the OFSTED framework.

Richard Hill highlighted a number of key publications which included the Governance Handbook and Inspecting Safeguarding in Early Years Education.

12. Correspondence to the Chair

There were no items to report.

13. MAC Training and Development

A number of the skills audit forms were outstanding and MACs were encouraged to return all completed forms to Richard Hill. An analysis would be carried out once all forms had been received.

Audra had attended the effective challenge course, OFSTED Framework and the first part of Taking the Chair. All were useful courses. MACs were encouraged to attend all relevant training courses and particularly those relating to the OFSTED Framework.

MACs enquired whether they could become members of the National Governors Association and Richard Hill agreed to find out the cost for the Academy to join.

Action: Richard Hill

14. Meeting Impact

There were no items discussed under this section.

15. Confidential Staffing Matters

There were no items discussed under this section.

16. Publication of Minutes

It was agreed that, following approval by the Chair the Part A minutes could be made available for publication. There were no Part B minutes.

17. Meeting Dates

The date of the next meeting date was noted to be on Monday 7 March 2016 at 6pm.

There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 8.35pm.

Signed as a true and accurate record of the meeting	
Chair's signature	
Chair's name	
Date	