
Minutes of MAC meeting

The Pegasus Academy Trust

Thursday 8th November 2018 at Cypress Primary School

Name	Position	Status
Marsha Douglas	Chair	present
Richard Steele	Vice chair	present
Bev Nutter	Parent MAC	present
Georgia Buchan	Head of Upper School	present
Jo George	Head of Lower School	present
Alisa Chapman	Staff MAC	present
Lynne Sampson	Executive Head	present
Louise Shadbolt	Staff MAC	present
Richard Hill	Board Representative	present
Alex Toogood	Community MAC	present
Nadine Anderson	Community MAC	arrived 7:30pm
Eunice O'Dame	Community MAC	absent

	ITEM	ACTION LOG NO.
1.	Apologies for absence There were no apologies for absence.	
2.	Confirmation of quorum The meeting was declared quorate.	
3.	Declaration of any conflict of interest with items on the agenda and changes to register of interests There were no conflicts of interest declared and no amendments made to the register.	

4.	<p>Board/Committee membership changes</p> <p>There were no changes to the membership of the council.</p>	
5.	<p>Minutes of the previous meeting (18th July 2018)</p> <p>Louise should be listed as a staff MAC and not co-opted Ciara should be added as the clerk.</p> <p>It was suggested that the minutes be amended before signing.</p> <p>RESOLUTION: Subject to the above mentioned amendments, it was agreed that the minutes constituted a true and accurate representation of the meeting.</p>	
6.	<p>Matters arising not discussed elsewhere and Action Log</p>	
	<p>MACs signed to confirm they had read the code of conduct.</p> <p>There are three vacancies for parent MAC posts: closing date 16th November.</p> <p>Nomination proposed and accepted for Bev Nutter to be co-vice chair.</p> <p>RESOLUTION: Beverly Nutter was appointed at Vice Chair for the period of one year.</p> <p>Roles and responsibilities were confirmed as:</p> <p>Safeguarding: Marsha and Eunice Inclusion and SEN: Nadine and Marsha Pupil premium and LAC: Alex and Bev Sports premium: Richard Steele</p> <p>The Chair suggested there should be clear focus for each MAC visit. MACs will continue to have responsibility for a year group but will work as team to cover the either the foundation stage, key stage one, lower key stage two or upper key stage two.</p> <p>ACTION: The heads will ensure each MAC understands the purpose of their visit.</p> <p>ACTION: Ailsa to organise photo shoot for all MACs and then upload these to website.</p> <p>Reading Recovery: MACs asked whether the program has been evaluated. The Chair said this has not yet happened. A discussion ensued as to how the program could be evaluated in terms of value for money and effectiveness.</p> <p>ACTION: English Lead to monitor and feedback particularly in KS 2 where outcomes dipped last year</p>	<p>063</p> <p>064</p> <p>065</p>

<p>Pam Smythe from the Trust's Staff Development team is working with Jess Parker looking at coaching and supporting teachers. The aim is to empower middle leaders.</p> <p>A MAC asked about the quality of teaching and the EP commented that teaching across the school was at least effective and in some cases highly effective. MACs asked how they would triangulate information to support that teachers that were considered to be highly effective also had children make good progress. HoS gave examples of what effective teaching would look like and how this staff are supported.</p> <p>Complaints policy: MACs were reminded that they had no role in hearing complaints. The HoS explained the complaints currently being dealt with are not about teaching and learning rather about behaviour of children and adults.</p> <p>The EP highlighted the small group of parents and children in the upper school who are being particularly challenging at present. MACs were asked to support the HoS and be prepared that, in the most extreme cases, the school may need to resort to permanent exclusion.</p> <p>MACs asked if complaints could be more explicitly stated in HoS report and most importantly how things were resolved. Some MACs are often approached by parents and MACs understand to refer the parents back to school. It was felt that it would be helpful have a sense if there were any themes in the type of complaints made.</p> <p>Heads of School report</p> <p>A MAC asked about KS1 outcomes and where figures for disadvantaged children could be found. ASP has only just been published.</p> <p>Some children in year three did not achieve at the levels expected in year two. The EP and HoS assured MACs there is now much more rigour in all areas of practice and moderation.</p> <p>The Chair asked that a staff survey be carried out.</p> <p>ACTION: JR to organise staff survey</p> <p>The Chair asked what constitutes a coasting school. It was explained that this is not a term which could be used to describe Cypress at present. The HoS explained current Year Six is strong and this year there should be further improvements in KS2 outcomes.</p> <p>The EP and HoS talked through the procedures in place to ensure improvements in KS1.</p> <p>The Chair complimented SLT on the consistency in practice which is now embedded at Cypress but was not previously evident.</p> <p>MACs asked for more data to demonstrate how gaps have been diminished and development over time between for example PP and non PP children.</p> <p>ACTION: Georgia and Jo will be looking at ways of demonstrating the differences between PP and non PP pupils.</p>	<p>066</p> <p>067</p>
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	<p>MACs asked for more evidence about impact of sports funding. A MAC asked whether those PP children eligible for reduced costs knew about it.</p> <p>ACTION: HoS to ask Extended Schools' Lead whether those PP children entitled to reducing costs were aware of this</p> <p>MACs noted there is no extra support for EAL and speech and language in EYFS and KS1. In KS2 the provision is for those new to English. A link speech therapist is going to be offering an advice clinic for parents. The TA who was responsible for speech and language in the school was one of those made redundant at the end of the last academic year.</p> <p>MACs noted that the impact of the PP spending is not clear.</p> <p>ACTION: HoS to speak to Taryn and Suzanne. Support to be offered by Jo Waters Deputy at Ecclesbourne.</p> <p>MACs asked for more detail about more impact of PP spending at next meeting</p> <p>ACTION: HoS to provide more detail for MACs about impact of PP spending</p> <p>A MAC asked about the nurture provision and HoS explained the role of the ELSAs in KS2.</p> <p>A MAC who had attended Ofsted training talked about the focus on children's mental health and asked support.</p> <p>Error noted in PP statement about reading (numeracy is mentioned instead).</p> <p>ACTION: PP statement needs correcting, HoS will discuss this with relevant staff.</p> <p>A MAC asked about what was being done to support more able PP children and what the impact of the Easter School had been. More careful monitoring of outcomes needs to be in place.</p> <p>MACs were pleased to note the re-focus on PSHE which is being led by Ruth Montague.</p> <p>Feedback from Comms group: MACs said overview on finance from the EP was useful and that the meetings were now very positive. Input from Suzanne and Jolyon was really valued.</p> <p>A MAC asked a question about persistent absence and how this compares to other schools.</p> <p>ACTION: HoS to investigate nature of persistence absence with the Trust's EWO.</p> <p>ACTION: Lynne to send Safeguarding audit to Marsha</p>	<p>068</p> <p>069</p> <p>070</p> <p>071</p> <p>072</p> <p>073</p>
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There being no further business for discussion the Chair thanked everyone for their contributions.

The meeting closed at 9:55 pm.

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