



# Minutes

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## ACADEMY COUNCIL MEETING OF ECCLESBOURNE PRIMARY SCHOOL (EPS)

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**7<sup>th</sup> November 2018 at 5.30 pm at Ecclesbourne Primary School**

<b>Name</b>	<b>Position</b>	<b>Status</b>
Elaine BALDRY (EB)	Staff	Present
Roisin CHAPMAN (RC)	Staff	Apologies
Adrienne CLUER (AC)	Community	Present
Kelly HUNT (KH)	DHoS/Observer	Present
Hannah MARSH (HM)	Staff	Present
Gerrie OZAH (GO)	Community / CHAIR	Present
Ian PATTERSON (IP)	Director/PAT	Present
Erica READE (ER)	Parent / VICE CHAIR	Present
Paul ROBINS (PR)	HoS	Present
Jolyon ROBERTS (JR)	Executive Principal/CEO/PAT	Present
Lynne SAMPSON (LS)	Executive Principal/PAT	Present
Kevin SMITH (KS)	Community	Present
Jo WATERS (JW)	DHoS/Observer	Present
Karen FRANCIS (KF)	Asst Clerk/PAT	Present

### Supporting Documents

- HoS Report 7 November 2018
- PE Sports Funding 2017-2018
- Previous Minutes 10 July 2018
- Action Log 10 July 2018

	<b>ITEM</b>	<b>ACTION LOG No.</b>
<b>1</b>	<b>Apologies for absence</b>  Chair opened the meeting at 5.30 pm and welcomed members.  No apologies sent. ER is expected and arrived later with apologies.	
<b>2</b>	<b>Confirmation of quorum</b>	

	<p>The meeting was declared quorate</p>	
<p><b>3</b></p>	<p><b>Declaration of any conflict of interest with items on the agenda and changes to register of interests</b></p> <p><i>Question. Were the forms circulated to members?</i></p> <p>KF advised CC sent forms to personal email addresses where appropriate.</p> <p><b>ACTION: KF to check with CC that relevant documents are circulated.</b></p> <p><u>Outstanding Pecuniary Interest Forms</u> Received from GO and AC</p> <p><u>Code of Conduct Forms</u> The forms were circulated and signed by AD KH GO ER PR KS JW HM EB</p> <p>There were no conflicts of interest declared or changes to the register of interests made.</p>	<p><b>017</b></p>
<p><b>4</b></p>	<p><b>Council membership changes</b></p> <p><u>Chair invited members to introduce themselves</u></p> <ul style="list-style-type: none"> <li>• GO Chair</li> <li>• LS Executive Head</li> <li>• IP Director of Trust, Chair of Finance Committee</li> <li>• AC Community MAC, interest PPG</li> <li>• PR HoS</li> <li>• JW DHoS and inclusion</li> <li>• KH DHoS</li> <li>• HM Teacher</li> <li>• EB Teaching Assistant</li> <li>• KS Chair of the Board</li> <li>• JR Executive Head/CEO</li> <li>• KF Note taker PAT</li> </ul> <p><u>Vacancy</u> There is a vacancy for a Parent MAC to replace S-JM and LJ</p> <p><i>Question. Is ER the only parent MAC?</i></p> <p>Chair has met with four new enthusiastic parents with different skill sets who have shown an interest. It is official to have two, but four could be considered and inviting all four to join the council would reflect diversity in the school.</p> <p>Currently there are three community MACs. KS could step down and ER has indicated she may leave this year.</p> <p>JR recommended three parent MACs and one community MAC.</p> <p><u>Chair outlined skill set of four potential MACs</u></p>	

	<ul style="list-style-type: none"> <li>• Finance expertise (could be community MAC)</li> <li>• NQT Teacher for Maths</li> <li>• Lecturer/trainer for social care</li> <li>• Ex EPS student</li> </ul> <p>JR advised referring to Richard Hill (RH) Governor’s Documents for clarity.</p> <p><u>New Staff Members</u></p> <ul style="list-style-type: none"> <li>• PR advised that there is a temporary staff vacancy for RC’s maternity cover.</li> <li>• Welcome and congratulations were offered to HM and EB as new staff members.</li> </ul> <p><u>Question. Can Roisin take her position back?</u></p> <p>Response confirmed, yes.</p>	
5	<p><b>Minutes of the previous meeting (10<sup>th</sup> July 2018)</b></p> <p><b>RESOLUTION: The minutes were reviewed and it was agreed that they constituted a true and accurate reflection of the meeting. They were signed by the Chair.</b></p>	
6	<p><b>Matters arising not discussed elsewhere and ACTION LOG</b></p> <p><b><u>Matters arising</u></b></p> <p><u>JR question why himself and LS were both in attendance?</u></p> <p>KS confirmed that only one Executive is required.</p> <p>Chair advised ‘typo’ Item 7, paragraph two, previous minutes – misspelling of ‘Ecclebourne’.</p> <p><u>Waiting List</u></p> <p>JR informed members that Croydon have produced a report and they had their best year, clearing the waiting lists three times to zero, resulting in few, if any unplaced children.</p> <p>JW added that previously Croydon’s lists were so old, applications were for children who had already moved on. Everything needed to be confirmed in writing and was a time-consuming exercise.</p> <p>JR expressed a view that as children are only allowed on one waiting list now, this may improve.</p> <p>LS confirmed that once children are offered a place at one of their choices, they are removed from all the other lists except for reception class. LS will follow up the existing waiting list next week.</p> <p><u>Summer Clubs</u></p> <ul style="list-style-type: none"> <li>• The take up for the Summer Club was very high at Cypress and a couple came from EPS.</li> <li>• PR commented that funding for clubs in the summer supports action for children with links for children not being fed in the summer.</li> </ul> <p><u>Archbishop Lanfranc</u></p>	

	<p>KS confirmed that Archbishop Lanfranc will not be joining the Trust.</p> <p><u>My USO</u>  KS asked if everyone has access to My USO?</p> <ul style="list-style-type: none"> <li>• Yes, with issues.</li> <li>• AC and IP cannot access it.</li> <li>• JR explained that the network manager is on sick leave.</li> </ul> <p>AC asked the clerks - when something is added to USO could emails please be sent to the Board advising them to look at their USO?</p> <p><b>ACTION: KF to inform CC of request.</b></p> <p><b>Action Log</b></p> <p><b>009:</b> Item is completed and closed  <b>016:</b> Item is completed and closed</p>	<b>018</b>
<b>7</b>	<p><b>Head of School's Report (Refer supporting documents)</b></p> <p>PR issued</p> <ul style="list-style-type: none"> <li>• HoS Report 7 November 2018</li> <li>• PE Sports Funding 2017-2018</li> </ul> <p><u>HoS Report</u></p> <p>A good set of results for the school.</p> <p><u>Census impact</u>  PR observed the nature of the funding census system in October creating a 'poaching' scenario with other schools, places available post census are often filled with home schooled; not on track or newly arrived students, impacting on Schools' achievements.</p> <p>Impact on mobility example. Of 35 new children taken since June 2018, only 25% are on track.</p> <p>Current pupil outcomes for RWM combined:</p> <ul style="list-style-type: none"> <li>• Y6 74% Keep children (children who joined EPS in KS1)</li> <li>• Y6 60% New children (children who joined EPS in (KS2)</li> </ul> <p><u>SEN</u>  IP recently viewed Ofsted report, noting:</p> <ul style="list-style-type: none"> <li>• SEN extra funding</li> <li>• % in school, lower than national average</li> </ul> <p>PR looked at SEN code of practice which is now above and said it comes down to how SEN is defined. Currently 15% with some very high needs, for example, one with tracking level at birth to 11 months; another who has settled but concern remains.</p> <p>JW stated there are lots of children who require lots of work and praised the staff as it is testimony to them that children settle well throughout the year groups. One child was on the point of exclusion.</p> <p>Well done to the staff!</p>	

JR observed that some children need a fresh start. A Child from a difficult home environment can become a chaotic child, at EPS they enter a calm environment and progress.

PR raised that there is a high percentage of SEN boys. 8% across the school. White British nationally is a cause for concern. Plus a high percentage of SEN/PP children who are disengaged with education through generations of work lessness. When these families join EPS it is very evident.

LS asked why these children want to come to EPS, for example, small community groups?

JR gave example of Tamil children attending one of the other schools in the Trust, saying it is 'word of mouth'.

#### PP Budget

- Last year £216,000
- Next year £211,000
- £8,000 more was found through fsm

IP confirmed a good set of results. Commenting on PP matching non-PP which is not a national pattern

PR advised that PP gaps by subject are difficult to measure when new children joining the school in Y5/6 are not on track, not different from the national average. EPS intervenes as best they can.

AC asked if writing is more of an issue with Y3/4?

PR said there are no more PP off target than non-PP and expects more able children to meet expected standard.

Question from AC. Do you know how you will spend it (PP budget)?

PR said EPS always looks at effectiveness of intervention.

PR advised the PE and Sport Grant this year is £20,000

#### Marking

LS asked if marking is a challenge?

KH gave an example of a triangle question. Marking scheme answer is '*ALL the angles are the same*'. The child that said '*the angles are the same*' did not get the mark!

A hard moderation was done on last years' Y3 with an NQT. Writing was not up to standard and is being pushed in Y4 this year.

IP asked if there is a problem with Y4.

PR said no, they have a different teacher.

Largely, prior assessments are on track, although the previous school may say on track, but when EPS assess they are not on track.

#### Headlines

- Good news, results are better than last year
- LS noted Phonics is Excellent at 93%
- IA this year 91%
- Progress from KS1 to KS2 is better
- Big jump in reading
- Exposing children to more in-depth reading, digging deeper and discussions has had a positive impact in KS2. The old guided reading had no depth.
- Need to continually challenge children to be experts.

LS noted that Ofsted was in February adding that PR could go for outstanding if Ofsted was this year.

ER suggested asking a child '*what's another word you can use for.....*'?

#### Girls/Boys

PR observed that more able girls switch off from Maths in Y5/6 and boys switch on to Maths.

JR asked if there is any mileage in girl only activities?

PR said yes, maybe, they are watching the trends.

Chair offered the idea that it may be cultural. Promoting Maths and Science to rid girls of the notion that they can't do it.

EB commented that speech and language in Maths isolates girls use of creative language. Maths is a very formatted and technical language that doesn't engage girls.

PR said this is something to investigate.

#### Teacher Training

LS asked if there is any teacher training in the school?

KH. Trying for PGCE.

Chair asked if they stay?

KH advised:

- this year two of four stayed and
- last year, none of six stayed.

#### Outdoor learning

PR commented that EPS can tweak curriculum based on Ofsted's report through:

- Promoting outdoor learning
- Even if raining
- Running and playing with sticks
- Outdoor art
- Making fires

There is six-week programme for Y6 children, half of one class for one hour on school grounds. This programme is going backwards to include Y4, Y2 etc.

LS asked if no pens day was a success?

	<p>AC who visited on that day thought it was very successful, children were out of their comfort zone and had to think outside of the box to problem solve, giving a positive message of 'learning by other means'.</p> <p>PR said staff feedback was very positive.</p> <p><u>Magic Breakfast</u> In the first half-term, teenage boys from Harris Academy bought their siblings in for bagels.</p> <p>Currently get through 9-10 bags which is 110-120 bagels per day. The model at EPS is anyone can have breakfast, this is not a targeted or invitation event.</p> <p>Chair observed magic breakfast has successfully taken off and there is a very nice picture on twitter.</p> <p>IP asked if any other school offers magic breakfast?</p> <p>JR. Only EPS, BINF are keen.</p> <p><u>Positive outcomes are:</u></p> <ul style="list-style-type: none"> <li>• Significant improvement on punctuality</li> <li>• Previously some children were hungry and asked for food, now they don't.</li> </ul> <p>Chair thanked PR for his presentation and expressed appreciation to all staff for their contributions.</p>	
<p><b>8</b></p>	<p><b>Safeguarding Monitoring Report/Child Protection issues</b></p> <p>JW presented the following:</p> <ul style="list-style-type: none"> <li>• None under CP</li> <li>• Four children in need</li> <li>• Handful undergoing assessment</li> </ul> <p>Croydon is improving, the system is centralised, all referrals go there. It is better for early help for the families.</p> <p>LS asked if there are any EHP's?</p> <p>JW stated seven EHP's, plus two pending and another six before the end of next year. £6,000 worth of support involving external suppliers.</p> <p>JR commented that the Croydon reorganisation is back to the old system of high needs block, their overspend is 5/6/7 million per year. Make sure we get ours.</p> <p>JW advised that although 'right to remain' may be granted there is still no source to public funds. Currently there are 18 asylum seekers and refugees with no fsm and no PPG. Often families do not divulge their position and the school finds out through other means, for example, social services; application for right to remain letter or asking for foodbank vouchers. Some asylum seekers are granted section 92 which does entitle to fsm's. One family has been here for 19 years and are only applying for right to remain now. Some aid is found through:</p> <ul style="list-style-type: none"> <li>• SLT have Vouchers</li> <li>• Croydon Foodbank</li> </ul>	

	<ul style="list-style-type: none"> <li>• Church – Alive Foodbank Project (two families go every Sunday)</li> </ul> <p>JR observed this is the highest number in the Trust.</p> <p>LS commented that there is better awareness at EPS.</p> <p><u>RECOMMENDATION</u>: LS recommended JW contact Penny at Cyprus regarding Salvation Army Hampers.</p> <p>Chair thanked JW for her presentation.</p>	
9	<p><b>DfE and OFSTED updates</b></p> <p>Chair recommends that all MACs read ‘Keeping children safe in education’ which is available on the website.</p> <p>LS advised there is a new framework for Ofsted.</p> <p>JR referred to Ofsted Tactic – Myths, not published yet.</p>	
10	<p><b>Ethos, personnel issues and other news (From PAT website stories etc.)</b></p> <p><u>Finance Committee</u> JR advised that following MAC’s Day, financial discussions the Finance committee must approve strategy. Costs have risen; there is not much money and income has fallen. This is stressful and will play out with each individual school.</p> <p><u>PAT Website</u> PR said that Toby Strutt is the designated news hound who can add video to the website.</p> <p><u>Youtube</u> Djembe on Youtube! Featuring a bus journey rehearsal (after permission from the driver and passengers was granted).</p> <p><u>Civic Award</u> Y4 Djembe won the Civic Award and received a standing ovation.</p>	
11	<p><b>MAC Training and School Visits</b></p> <p>AC attended Chris Mead’s ‘Talk on Maths’ based on smaller steps and shared her observations on: looking at one number; what it looks like; what is one more; one less etc to gain depth in the learning. Top children were doing algebra and it was amazing how the whole class understood basics and yet still stretched some.</p> <p>AC also visited EPS this term.</p> <p>Chair attended:</p> <ul style="list-style-type: none"> <li>• Singing class KS1 - impressive</li> <li>• Chairs briefing – interesting</li> <li>• Croydon schools performed well in external exams (non PAT)</li> </ul>	



	<ul style="list-style-type: none"> <li>• Jonathon Duff talk – Regulated Schools Commissioner on looking for MA Trusts not stand alone, encouraging schools to go from 0 – 18 years. (JR agreed to upload presentation to MyUSO)</li> </ul> <p>IP asked - is it a question of economies of scale?</p> <p>Chair. No, it brings more value.</p> <p>JR stated that what fixes schools is good people, not necessarily MAT's.</p>	
<b>12</b>	<p><b>Correspondence to the Chair</b></p> <p>There was no correspondence to the Chair.</p>	
<b>13</b>	<p><b>Confidential Items</b></p> <p>There were no confidential items</p>	
<b>14</b>	<p><b>Any other business</b></p> <p><b>All future meetings will convene at 5.00 pm</b></p> <p>Meeting dates for 2018-2019 academic year are:</p> <ul style="list-style-type: none"> <li>• 7<sup>th</sup> February 2019</li> <li>• 22<sup>nd</sup> May 2019</li> <li>• 8<sup>th</sup> July 2019</li> </ul> <p>LS thanked GO for her first meeting as Chair. Well done!</p>	
<b>15</b>	<p><b>Date of next meeting:</b> 7<sup>th</sup> February 2019 at 5.00 pm</p>	

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

The meeting closed at 7.00 pm

Signed as a true and accurate record of the meeting	
Chair's Signature	
Chair's Name	
Date	