



Minutes

ACADEMY COUNCIL MEETING OF BEULAH INFANT AND NURSERY SCHOOL

Thursday, 31st January 2019
Meeting started at 6:10 pm
Beulah Infant and Nursery School

Minuted by Assistant Clerk, Karen Francis, PAT

Name	Position	Status
Adrienne Cluer (AC)	Community / VICE CHAIR	Present
Sue Styles (SS)	Staff	Apologies
Fiona Fearon (FF)	Community / CHAIR	Present
Juliana Ortiz (JO)	Parent	Apologies
Gerrie Ozah (GO)	Community	Apologies
Deborah Butler (DB)	Head of School	Present
Jeanette Indarsingh (JI)	Deputy Head of School	N/A
Kevin Smith (KS)	Chair of PAT Board	N/A
Lynne Sampson (LS)	Executive Principal	Present
Richard Hill (RH)	Director/PAT	Present
Jolyon Roberts (JR)	CEO/PAT	Present
Zahra Yussef (ZY)	Parent	Absent

Supporting Documents

- Agenda 31/01/2019
- Minutes 22/11/2018
- Action Log Autumn 2018
- Attendance Termly Reports Autumn 2018
- HoS Data Report Autumn 2018-19
- HoS Report January 2019
- MAC Autumn Report PPG 2018
- LA Target Setting Autumn Visit
- SEND and Inclusion Report January 2019
- Sports Funding MAC Report Autumn 2018-19

ITEM	ACTION LOG NO.
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	People	
1.	Apologies for absence JO sent apologies for absence and these were accepted.	
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.	Council membership <u>New Parent MAC</u> Zahra Yussef. Papers have been received and DBS check is complete. There were no further council membership issues to discuss.	
	Strategic Leadership	
5.	Minutes of the previous meeting (22nd November 2018) RESOLUTION: The minutes were reviewed and it was agreed that they would pass to Clerk for amendments as annotated by LS. ACTION: Minutes to be signed by chair at next meeting on 23rd May 2019	024
6.	Matters arising not discussed elsewhere and Action Log Item 010: New members to ask CiC for Skills Audit Forms. COMPLETE Item 021: FF to email RH for clarification on skills audit update requirements. ONGOING Item 022: Current staff uploaded to website. COMPLETE Item 023: All MAC minutes across the Academy to go to KS. COMPLETE	
	Accountability	
7.	Head of School's report	

<p>HoS report</p> <p>HoS invited questions from the MACs reading of the report</p> <p><u>Progression of Autumn Term to LA Targets</u></p> <p><u>ETFS data</u></p> <p>MAC asked why only 39% of children were currently on track for GLD? HoS explained that children started school with many gaps in their learning and baseline assessments indicated the levels were low. Intervention has already been running over the term accelerating learning and filling the gaps in the children's knowledge and understanding. Percentages of children on track will increase each term.</p> <p>LS noted that only one PPG child, when baseline assessments were carried out, was on track for GLD. This is clear evidence of the low level of children at admission</p> <p>DB explained that seven children with high needs are not expected to be on track.</p> <p>MAC asked if all seven children are SEN.</p> <p>No.</p> <ul style="list-style-type: none">• One is an attendance issue• Too early to tell for two children in R (EAL)• Three children have very complex needs (SEN)• One child has a medical need and attends for half a day <p>HoS feels that the teachers in reception form a strong R team.</p> <p>MAC asked will reception be moderated this year?</p> <p>This was unknown at present. Current data was moderated two weeks ago by one of the DHofS who is an LA moderator.</p> <p>RH noted that 74% is the target for track for GLD and asked if 74% was needed?</p> <p>HoS Explained 74% is the target set by LA but the teachers performance management targets were in line with 2018 National 72%.</p> <p>JR observed the rise in GLD from 2% at the baseline assessments to 39% at the end of the autumn term looks positive towards achieving the LAs 74% target.</p> <p>KS1 data</p> <p><u>Phonics</u></p> <p>The phonics manual devised by JI to support the year 1 teacher taking over the phonics lead had been requested by other schools and was in Trust wide use.</p>	
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<p>Following the autumn term screen, current indications are that the children in year one are on track to reach the school's Phonic screen target.</p> <p><u>Writing</u> DB explained that robust moderation had taken place to validate standards and teachers assessments. TC (teacher in year two) has also qualified as a Local Authority moderator. HoS is confident that the staff in BINF are confident about their judgements.</p> <p><u>Reading</u> 78% are on track to attain ARE, SS (teacher in year two) stated that moderation was very helpful last year.</p> <p><u>Maths</u> HoS feels confident the maths target will be achieved, PPG pupils are outperforming non-PPG pupils.</p> <p>Discussion took place on the benefits of outlining highlights of the report on page one – data that will be reported at the end of the year.</p> <p>JR suggested looking at Y1 data autumn attainment page 6, describing this level of detail as being required for governance. For future reporting the following would be acceptable:</p> <ul style="list-style-type: none">• Front Page – Title• Page 2 – EY Foundation Stage• Page 3 – Nursery• Page 4 – Reception• Page 5 – Y1• Page 6 – Y2• Page 7 – Highlights <p>Examples to show what the school is doing to address the headline data would also be of use. HoS explained that this was in the action plan for each year group</p> <p>AC suggested that lots of positive results within the data can get lost and highlighting them in summary form is useful for MACs.</p> <p>DB advised she is happy to change the format.</p> <p>ACTION: Add agenda item to SLT Meetings ‘Standardisation for reporting data at Pegasus MAC meetings’.</p> <p>RH commented that Ofsted expect governance to know what is happening in the school, for example, which groups are underperforming and why? They ask for detailed data and information for the governors.</p> <p>DB explained that actions are drawn from the analysis of the data and</p>	<p>025</p>
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through discussion at pupil progress meeting – intervention and class focus include underperforming groups. Each year group will have reports on groups achievement and progress, including underperformance, why and actions to diminish the gap

JR informed the members that a new Ofsted Framework is out for consultation. One proposal is a significant reduction in the need for internal data.

In summary: HoS provide the headlines, detailing actions taken/planned. The governors discuss any concerns having pre-read the reports before attending the MAC meeting and ask questions around their concerns.

AC Question: What do you mean by vulnerable pupils?

Vulnerable groups at BINF are:

- EAL
- PPG
- BAFR
- BCRB
- WOTH
- ASIAN

Discussion followed on BAFR and BCRB against all other groups.

GO commented on how the PPG results reflect well on the staff.

AC added that wise spending of the PPG budget has ensured effective interventions that have a good impact.

DB stated that there are 76% EAL pupils and 38% PPG pupils, noting a high number of pupils with multiple vulnerabilities . Some children have three vulnerabilities.

JR question. Do TAs know who the PPG children are and what PPG is?

Yes, through meetings or training.

MAC question. Do TAs need to know?

Yes, TAs need to know who has interventions and what they are.

LS question. BINF is such a successful school so what makes it so? What does BINF do so well for PPG children?

PPG is looked at during every progress meeting. TAs are informed what each individual child needs. Every PPG child is receiving some support or intervention, not always academic. The school also tries to address the needs of children who have no recourse to public funds.

LS noted a real success with Y1 girls and asked what had been most

impactful.

A new writing project BWLB (Becoming a Writer in Leaps and Bounds) in R had been successful in engaging boys and girls. Discussion in progress meetings and with SL Therapist led to special communications groups being introduced for girls only to share ideas. The Y1 mantra became '*Say it, count it, write it, read it*'.

RH noted that the weakest group in terms of data is the nursery .

The nursery has a high % of new to English pupils. A lot of the autumn term has been focussed on building confidence and self-awareness.

Work has been carried out with the nursery team on:

- Looking at data
- Simplifying moderation
- Looking for the evidence
- Working alongside the teacher
- Team CPD

IPads have been used in the nursery this week where a wealth of assessment and observations have been carried out e.g. an EAL child speaking in their own language using their sibling to translate.

MAC question. Can you assess a child's speaking if they are not talking in English?

Yes – it is not an English assessment - it is assessing the children's level of speech e.g. are they using single word or sentences etc. We may ask parents / carers, members of staff or siblings to ask questions in a child's home language and translate what they reply.

AC commented on the amazing progress of EAL further up the school shows what BINF is doing is working.

GO asked how Makaton is going.

Makaton is going well a new sign is introduced weekly to the whole school – it is used less as the children reach year 2 as the EAL don't need it as much.

GO asked about the impact of play therapy.

HoS explained play therapy has been very successful although it is expensive for a six-week course - it has really helped as a 1-1 with a particular child.

HoS Report

AC noted school is 99% full, adding everyone has done very well in terms of recruiting children.

Discussion followed around September 2019 intake. It was generally

<p>agreed that a two-form entry securing 60 pupils should be achievable. Further discussion is due to take place at the SLT meeting w/c 4th February.</p> <p>JR raised a question on mobility, asking how many leavers and new starters have occurred?</p> <p>Currently, the mobility is limited to leavers because the school is full and we have additional children in year 2 so we are not admitting any new children, even if a child leaves. N is capped at 24 with a waiting list.</p> <p>LS confirmed 60 is the admissions number in each year group now</p> <p>JR asked if 60 admissions has been confirmed by the DfE.</p> <p>DB has written to the Secretary of Education and is awaiting a response.</p> <p>ACTION: DB/LS to check temporary or permanent 60/90 admissions arrangement.</p> <p>JR referred to page two on the quality of teaching, learning and assessment which indicates that one member of staff required support and he asked if they are making progress?</p> <p>Yes, through reformatting DIAC (Drop in and Coach). Increased observation and feedback has been helpful to the staff; staff development and TA training have all positively impacted on the outcomes for pupils.</p> <p>LS noted that BINF has developed a strong TA team.</p> <p>MAC asked why there is nothing recent for 2018-19 PPG. Given that it is so successful why is there nothing current on the website, for example 'Well done to our PPG children'?</p> <p>GO confirmed there is nothing current on the website.</p>	<p>026</p>
<p>ACTION: DB to update the website with 2018-2019 PPG information</p> <p>Mindful of timings, Chair asked if there were any further questions or comments.</p> <p>MAC question regarding item d, engaging parents, asked how well it is going?</p> <p>Parents are invited to performances and they are well attended. JO runs coffee mornings where small points are raised, for example can timetables be displayed outside the classroom?</p> <p>JR referred to item e, British Values, asking if there are any examples of children or families requiring personal intervention through behaviour or language not compatible with British Values?</p>	<p>028</p>

	<p>Meetings have been held with parents regarding:</p> <ul style="list-style-type: none"> • Terminology • Parents advising their child to hit back if a child hits them • Parental behaviour and attendance <p>MAC asked what issues have come up with the children's school council?</p> <p>Children enjoy the school council; they choose the library furniture; suggested play equipment needed; during their meetings they engage in problem solving and general conversation.</p> <p>MAC asked if there were any parental complaints on Christmas festivities?</p> <p>No complaints were received but some parents have asked for their child to be removed from RE.</p> <p>Discussion took place on the EWO Report, MACs praised BINF for very good efforts at continuing to improve attendance. Some contributory actions for the positive outcome are: home visits; 100% attendance badges and sending absence letters home from N age. Often families do not realise how high attendance is expected to be.</p>	
8.	<p>Safeguarding Monitoring Report / Child Protection Issues</p> <p>There are no safeguarding or child protection issues to discuss</p>	
9.	<p>DfE and OFSTED Updates</p> <p><u>Draft Education Inspection Framework: Consultation closes 5th April 2019.</u></p> <p>JR invited members to familiarise themselves with the consultation of the Education Inspection Framework on the Government website.</p>	
10.	<p>Ethos, personnel issues and other news (From PAT website stories)</p> <p>Chair asked if there is a lunch-time cover vacancy not filled?</p> <p>DB confirmed that the school is fully staffed but problems arise when staff are off sick.</p>	
11.	<p>MAC Training and School Visits</p> <p>There were no training or school visits to report.</p>	
	<p>Other business</p>	
12.	<p>Correspondence to the Chair</p> <p>There was no correspondence to the Chair to discuss</p>	

13.	Confidential items Refer to the Confidential Minutes of 31/01/2019 for Action item 027.	027
14.	Any other business A request was made for MACs to add their name to a 'Pool for Trips' list to accompany children on school visits. GO and AC potentially agreed that with notice they may be able to attend trips. MACs were pleased that the CCTV cameras have been updated/installed.	
15.	Date of next meetings for 2018-2019 academic year 23 May 2019 09 July 2019 All at 6.00 pm	

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

The meeting closed at 8.45 pm.

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