



Gladstone Primary Academy Committee Minutes

Thursday 20 October 2022 at 4:00pm

This meeting was held in school and on-line*

Present: Ifrat Jawaid (IJ), Simon Martin (Principal) (SM), John Turner (JT) (Chair), Kathy Fountain (KF) and Alan Sadler (AS)

On screen*: Deborah Wortman (DW) (until 5:55pm) and Sukaina Manji (SMj)

Also present: Isabel Clark (Clerk), Paul Fountain (PF), Ben Wilson (BW), Chris Wells (CW), Scott Hudson (CEO) (SH)

Apologies: Laura Wales (LW) and Jenny Brassington (JB)

		Action
	<p>Welcome and introductions A welcome was made to all both in the room and on-line.</p>	
1	<p>Declarations of Interest No additional declarations were made for this meeting. Members were reminded to complete the Declaration forms recently sent to them.</p>	
2	<p>Previous minutes and matters arising (14 July 2022)</p> <p>2.1 Members AGREED the minutes as a true record of the meeting.</p> <p>2.2 Matters arising Members were reminded of the 'Immersion Day' on Thursday 8 December. The AC Meeting will follow this at the earlier time of 3pm</p>	All members
3	<p>Safeguarding training and update PF led this training for members.</p> <ul style="list-style-type: none"> • Key changes to various parts of the KCSiE document were highlighted in detail • IT protection practices in school were detailed • Other safeguarding initiatives were highlighted, including a group coming into school to address 'vaping' with Years 5 and 6 pupils <p>Members asked the following questions: Q Is the vaping issue one for this school, local or national?</p>	

	<p>A It is a national issue with awareness just starting on the dangers of vaping(Previously this was promoted as a ‘healthy’ alternative to smoking.</p> <p>Q Is Public Health involved?</p> <p>A We refer issues to Trading Standards as our issues have been about the availability of these to young people. This issue has also been shared at Trust level.</p> <p>Q Have we had cases in school?</p> <p>A Only 2, but it is best to educate children about the harmful nature of vaping before they start to experiment. Parents have been on board so far in our approach.</p> <p>Q Do we have an approach to mobile phones?</p> <p>A All schools are required to have a mobile phones policy</p> <p>Q Have we provided training on ‘professional curiosity’?</p> <p>A Yes. Our welfare team have a holistic picture of our pupils and we are confident that staff are aware of issues for specific children. There are also posters around the school highlighting awareness.</p> <p>Q Have teachers been given guidance on questioning children?</p> <p>A Yes, they talk through reasons as to why and how to question. Our training is all up to date. JT added that it is important for members to know who the DSL is in School (PF) and the reporting mechanisms. JB also holds the role as Safeguarding Officer in the Trust.</p> <p>Q Are all our peripatetic staff covered?</p> <p>A Yes. All are either employed by us or by a third party company who are all aware of our safeguarding requirements.</p> <p>The Safeguarding policy was AGREED at this point.</p>	
<p>4</p>	<p>Roll, Admissions and the Autumn census</p> <ul style="list-style-type: none"> • We were running with 4% vacancies; this is now down to 1.6% • We have set an organisational PAN for some year groups, but this causes us problems with finances. This year we lost 3 classes in Year 6 and only created 2 in Reception Year. Year 5 is our biggest Year Group with 63 children. Because of finances we have made 2 large classes with additional support (was 3). • PP stands at 41% (above national) • 10 years ago, our school population was 98% Pakistani heritage; this is very different now with approx. 30% Roma children in school (this is difficult to quantify as many identify as Slovak or other nationalities). Our attendance among our Roma children is strong. We also work closely with the Roma community who are based next door). We will ask for representation on this committee from the Roma community. • Mobility stands at 12%; this is already higher than national for a whole year. 80% of movement is international, the rest is about moving to a school closer to the home address. • Attendance in Year 1 is 88.7% which is a higher figure than usual. However at this time of year 1 day is a higher percentage. 	<p>SM</p>

	<ul style="list-style-type: none"> • 15 penalty notices were issued for children not returning to school on opening day. In November we will issue the first round of persistent absentee letters (the proposal in the White Paper is for 3 letters and then Court). Lots of playground conversations are happening with parents about attendance along with a lot of communication home. • We know that children who have been with us for 2 or 3 years have results that are 2-3 % higher • We recognise that most of our Roma students do not go on to Secondary education and education is not culturally important to them. We are looking for good Roma role models to change this perception as part of our enrichment and aspiration and ambition work • The census will provide us with data which we can use later 	
5	<p>Progress measures</p> <p>Attainment data was displayed on screen. The way progress is measured against KS1 data was explained to members. Data this year was being compared with 2019 (the last year of data being collected) Our data is showing good progress and overall we are in the top 15% in the country.</p> <p>SM went on to explain some of the strategies for the school improvement:</p> <ul style="list-style-type: none"> ○ About knowing the children and where the gaps are and how to address them ○ Power teaching gives us consistent teaching and has raised standards ○ Constant reviews ○ A tight curriculum with progressive understanding and deep knowledge ○ Happy children learn from happy staff ○ KS1 end points will be broken down into small steps to reach the end points ○ BW has been appointed a KS1 moderator by the LA ○ Data, whilst not being published, will be used in school and shown to AC members ○ We are very 'picky' about recruitment as our children deserve the best ○ We want people to know this is a very good school 	
6	<p>AAAP and SEF</p> <p>Both documents were uploaded to GovernorHub They are now in slightly different formats. Some things started last year have been carried forward.</p> <ul style="list-style-type: none"> • In December we will receive the attainment data. Our SATs data was affected by one paper being lost (all we got was an apology) • Our focus is now on writing (last year we focused on reading) • McKie Mastery was now recognised as an approved Phonics programme. We had transitioned from RWInc to McKie Mastery • We have created a CPD process: <ul style="list-style-type: none"> ○ Study modelled lessons 	

	<ul style="list-style-type: none"> ○ CPD is now 'done with' rather than 'done to' ○ Recall why moved on to how it needs to look ○ Training on 'barriers to learning' ○ 'So what?' book looks and consistencies <ul style="list-style-type: none"> ● McKie Power writing has now been brought in since September (training and modelling have been provided) ● We have looked at both fiction and non-fiction writing and found the skills to be very different ● Power writing has brought specific teaching of writing back through teachers modelling, guide and then encourage independent work ● Observations of lessons and book looks are done by all and already we can see progress ● We have done the third 2-week cycle and have held a staff session of review ● Next steps are parallel planning with staff <p>Members asked the following question; Q Are we getting feedback from staff? A Yes and this is positive, seeing an impact has empowered them</p> <p>Members took 15 mins to review some of the children's books put on display for them. Members commented on being able to see progression within the books. Members asked for the same books to be brought back later in the year Members on-line will be provided with some photographs of the work in the books</p> <p>Members asked for termly milestone to monitor against. SM will do a termly RAG rated update.</p> <p>Members thanked BW and his team for the work on implementing McKie in school and Trust wide.</p>	<p>SM SM</p> <p>SM</p>
7	<p>Staff engagement survey (Trust wide) This was generally positive and in line with other schools in the Trust. Feedback comments have been reviewed with HR. Members commented that it was good that staff felt able to express themselves.</p>	
8	<p>Vision and Mission This will be the focus of a meeting with all stakeholders on 2 November at 3:45pm. The process of agreeing this with all involved is important. We feel this is the time for change as we are beginning to ignore the current vision and mission.</p>	
9 9.1	<p>Member visits We as the AC need to align with the school's priorities. We need to know the questions to ask. We need to ask ourselves 'how do we know....?'</p>	

	<p>All members need to be able to respond and know the correlation of each step on the teaching and learning of children in this school.</p>	
9.2	<p>Members considered asking Principal's who had recently been through an OfSTED to come and talk of their experiences. Also, to seek out OfSTED ready training. The Immersion Day will be used to help with the above.</p>	
9.3	<p>AS had been into school (report on GovernorHub). He commented that it was great to see some great relationships and the team dynamics of the SLT. Do we get results – the data says 'Yes'. AS also had a good experience of dismissal</p>	
9.4	<p>KF had been into school to visit Early Years. The provision is very good and matches the AAAP. SEND early identification was seen in practice.</p>	
9.5	<p>DW has a visit panned before the end of term and will catch up with PF.</p>	
9.6	<p>Members noted that whilst DW was the member responsible for Safeguarding, all needed to have a good understanding and to note safeguarding on every visit.</p>	
9.7	<p>JT had been in at various times and will write up his reports.</p>	
10	<p>Principal's updates</p>	
10.1	<p>Staffing</p> <ul style="list-style-type: none"> • there had been 2 leavers recently, both moving on because of the low levels of pay (generally, not just in this school). • 2 apprentice TAs had joined the school. • Claire Poxon will be joining the school in December as a teacher of Year 4 • Interviews are being held for a Year 1 maternity cover • There are still a number of vacancies for which we are advertising 	
10.2	<p>Budget</p> <ul style="list-style-type: none"> • The budget is on GovernorHub; members should look at column 2 • There is £199K carry forward • We have set a balanced budget with a slight surplus, but this was before the increases in pay and utility costs (the Trust will pick up increased utility costs) 	
10.3	<p>Family Activity Centre The Lead person has resigned, so we are now reviewing our options</p>	
10.4	<p>Change of age-range application This was approved by the DfE for implementation on 1 January 2023. This means our Pre=school will now become part of the school and we are working on aligning practices and policies ready for the start date.</p>	

	<p>Members asked the following question:</p> <p>Q Are we in jeopardy about pay?</p> <p>A We are having some issues, but are revisiting roles and trying to re-design. This is exacerbated across the whole education sector.</p>	
11	<p>Trust update</p> <p>The first Trust inspection has happened at Welbourne Nursery. LW was very helpful and we believe the outcome will be positive</p> <p>The Trust has a new strategic plan based on:</p> <p style="padding-left: 40px;">Provision Partnerships People</p> <p>SM is on one of the steering groups.</p> <p>These are challenging financial times for the Trust. We too had set a balanced budget before the pay and utility increases. We now see a £1.4m pressure. Meetings are being held with each academy Principal.</p> <p>Members asked the following questions:</p> <p>Q Does the partnership section include external partners?</p> <p>A Yes. We want to work with high leverage companies, other Trusts – nothing is defined and will be developed.</p> <p>Q Do all CEOs as part of the CEO Group share and support each other?</p> <p>A There are interesting dynamics in this group as some CEOs represent national Trusts and Mat groups as well as very localised schools.</p>	
12	<p>Next meeting</p> <ul style="list-style-type: none"> • 8 December AC Meeting. <p>This will follow the Immersion Day and will therefore begin at the earlier time of 3:00pm.</p>	All members

The meeting closed at 6:04pm