



CANON LEE SCHOOL

Minutes of the meeting of the Governors' Monitoring Committee held in school on Tuesday 12th January 2016, at 4pm

Present: Mr Alan Lodge (Chair), Miss Sam Buckley, Mr John Kesterton

In Attendance: Ms Frances Johnston (Associate Headteacher), Mrs Sophie Triffitt (Clerk)

1. Welcome, apologies for absence and declarations of interest

Apologies were received and accepted for Mr Richard Crane, Executive Headteacher. There were no declarations of interest.

2. Minutes of the Meeting held on 3rd November 2015

Previously distributed. The minutes were agreed as a true and accurate record of the meeting and were signed by the Chair.

3. School Support Plan

The Associate Headteacher tabled version four of the School Improvement Plan explaining that it has been developed in line with the requirement from Ofsted for it to be much more specific.

Governors requested the removal of reference to the Joseph Rowntree School Chair of Governors.

The Associate Headteacher noted that she has included on page 9 what the Assistant Director, Education and Skills, will do and any comments in red denote what CYC have contributed and how they are monitoring.

The Associate Headteacher noted that the milestones have been numbered to allow for easy tracking and RAG rating linked with the development plan specific targets and actions.

The Associate Headteacher explained that the targets are ambitious in order to match the FFT20 targets and have 100% teaching, learning and assessment as good or better by August 2017. The Associate Headteacher noted the February 2016 milestone of 65% good or better teaching in lessons which is close to where the school is currently.

In response to a governor the Associate Headteacher explained that there are two timeframes as the Key Priorities run to November 2017 in line with the two year deadline to be out of special measures and then a three year Improvement Plan.

In response to a governor the Associate Headteacher confirmed that the residual Requires Improvement teaching will either be developed to good or the individuals will be moved on to capability procedures.

In response to a governor asking for an update on the technology packages the Associate Headteacher explained that IRIS is being implemented, SISRA is not yet signed off and Show My Homework will go live following training and letters home this week.

A governor asked what reaction there has been from staff to the introduction of IRIS and how IRIS is planned to be used. The Associate Headteacher explained that staff have not yet had formal training and this will be stepped training down the structure with detail still to be agreed as to how best it will be used but Mr Brady views the use as a CPD tool and coaching aid.

The Associate Headteacher emphasised that the Teaching and Learning section is the most robust as outcomes will not improve without strong teaching.

A governor asked for clarification of the external quality assurance review mentioned on page 23. The Associate Headteacher explained that this element originated from the Assistant Director, Education and Skills, and assumes detail will be provided at the next School Improvement Panel. A governor questioned if there was any scope for the Governing Body to evaluate the Local Authority's input, actions and support and how these were implemented.

The Associate Headteacher explained that four levels of progress has been included on page 29 and the exclusion milestones will be added in and explained that this table will be used for this year and will then be updated.

A governor noted that the level of challenge is huge in order to meet the FFT20 Progress 8 target.

The Committee emphasised the governors need to hear what progress is made toward these targets and milestones through the Executive Headteacher Report at FGB. The Education Committee Chair also emphasised the need to track the data against these targets and milestones at committee level.

The Associate Headteacher confirmed The Executive Headteacher has been added in to page 31 Pupil Outcomes Person Responsible as agreed at FGB.

It was noted that the impact measures and success criteria are much more specific and will be easier to monitor against. The Associate Headteacher confirmed the milestones and actions will be RAG rated in February 2016 to demonstrate progress.

A discussion took place how evidence accrued is recorded, stored and impact judged. It was noted that governor meeting minutes would be evidence of how the detail is reviewed and the Executive Headteacher Report would provide evidence and be a tracking document as it was agreed at FGB that the Headteacher Report will follow the School Improvement Plan. It was agreed to trial evidencing and monitoring through the Headteacher Report and revisit if required.

A governor asked if the Associate Headteacher is confident the school can deliver the set targets for pupil premium pupils of 0.48 P8. The Associate Headteacher informed the committee that there is a pupil premium review at the end of February 2016 which will inform the data further. A governor noted that a 0.48 P8 for pupil premium pupils would deliver a very positive outcome. A governor noted that the biggest challenge under P8 is pupil premium pupils but appreciated the targets are setting aspiration and governors will need to monitor.

A governor noted that the Improvement Plan focuses on Year 11 but emphasised the need to know about and focus on what is being done further down the school. The Associate Headteacher explained there will be a comprehensive report on KS3 at the Education Committee on Monday 25th January 2016. In response to a governor the Associate Headteacher confirmed there is reference to the whole school focus in the Improvement Plan and confirmed any reports to governors need to link to the plan milestones.

Inspection Guidance

The Associate Headteacher tabled a Guidance for Inspecting Schools that are Subject to Special Measures document and confirmed the school inspection report publish date was 25th November 2015 so the earliest Ofsted would come would be WC 22nd February 2016.

The Associate Headteacher informed the committee that Mr Bill Clift, Castleford Academy, will be running the external review of governance and will be attending the next FGB on 9th February 2016.

The Associate Headteacher also informed the committee that there will be a pupil premium review run by the Yorkshire Teaching Alliance. A governor questioned what the pupil premium gap is for the Yorkshire Teaching Alliance.

Action: Associate Headteacher to confirm the pupil premium gap for the Yorkshire Teaching Alliance.

The Associate Headteacher also noted that the guidance references that the restriction regarding the appointment of NQTs could be lifted and informed the committee that the NQTs are performing well and are keen to be involved in the school improvement journey.

In response to a governor the Associate Headteacher confirmed that HR have advised that the Executive Headteacher can have a protected conversation with the individual on long term sick in Maths.

The Associate Headteacher also confirmed that a compromise agreement has been agreed with another individual and CYC will be paying the settlement.

4. SLT Reports

There were no SLT Reports for consideration.

5. Link Governor Reports / Findings

- a) Maths – Mr Kesterton (circulated x 2)
- b) English – Mr Looker (circulated)
- c) SEN – Miss Buckley
- d) Safeguarding and Child Protection – Ms McMahon (circulated x 2)

The committee received Maths, English and Safeguarding link visit reports.

Maths

Mr Kesterton reported an improvement in the sense of purpose, focus and understanding of the challenge for the Maths department. Mr Kesterton noted that there have been some Year 9 students identified who have made zero levels of progress and there is strategy planning ongoing. The Associate Headteacher explained that key intervention groups have been identified throughout the school and will be monitored at each data collection point. There will also be tracking of the additional literacy intervention support to ensure any support in place is delivering outcomes.

It was noted that the Acting Head of Maths is delivering but if the Head of Maths does not return there will need to be a full and open recruitment process.

English

The Associate Headteacher explained that since the visit date of 17th November 2015 there has been a lot of work done around clarity of the one to nine grading system and the department is developing a robust system while working with other colleagues across York to ensure accurate assessing. The committee requested they be kept informed of the embedding of the one to nine grading system.

The Associate Headteacher also assured governors that Clancy McMullan is very clear what went wrong with the 2015/16 results having worked with PiXL and the Welsh Board.

Safeguarding

It was noted that a key focus area is to avoid any disengagement from Year 9 following options choices.

The Associate Headteacher informed the committee that a small group of pupils from Year 7 up have been looked at and they may need to have a bespoke offering.

6. Data

Data was discussed as part of the school support plan agenda item.

7. Reporting to Full Governing Body and School Improvement Panel

The Chair of Governors confirmed the next School Improvement Panel is scheduled for Thursday 21st January 2016 and will be reported to FGB on 9th February 2016.

8. Any Other Business

There were no items raised.

9. Date and Time of Next Meeting: Tuesday 1st March 2016 at 4pm

The meeting closed at 5.15pm.



18/7/16

MISS S BUCKLEY Mr Alan Lodge
Chair

Date

Action: Associate Headteacher to confirm the pupil premium gap for the Yorkshire Teaching Alliance.