

Directors' Note for Portfolio Groups

Portfolio title: Brayford/Umberleigh LGB

Date of meeting: Monday 5th March, 6pm at Brayford

Attended by: Sue Davies (Chair), Corrine Smith (Head of Brayford), Holly Laurence (Head of Umberleigh), Penny Wignall, Helen Cooke, Caroline El-Marazki, Charlotte Janisch, Rhian Nicholas (Executive Head), Verity Lunn (clerk).



Brief overview of discussion	Bullet action points
<p>Procedural items</p>	
<p>Welcome (Chair) SD welcomed all to the meeting and introduced RN as the new CEO.</p> <p>Apologies and sanction absence (Chair) Apologies received and accepted from Lucy House.</p> <p>Sign off previous minutes (Chair) Minutes were agreed and signed as an accurate record of the previous meeting.</p> <p>Matters arising brought forward by Chair Actions from Minutes: Bumblebees sweatshirts – had been obtained and were being worn by Bumblebees at Umberleigh. HC reported that Brayford parents had not been as keen as an everyday item, but were glad they would be available for trips. Sweatshirts would continue to be offered.</p> <p>Yurt – CE-M reported that it had been difficult to find a local company to look at the yurt, but that a quote should be received within the next two weeks.</p> <p>Governor profiles – CE-M, PW, SW and CJ had written their profiles.</p> <p>Any correspondence No correspondence</p>	<p>Other governors to write profile and send to VL or SD. CJ, LH and HC to send photographs</p>
<p>Monitoring and Accountability</p>	
<p>Spring term curriculum review – KS1/KS2 (HL/CS) Umberleigh (HL): The topic of China had been very successful. KS2 had been studying <i>The Firework Maker's Daughter</i>, had been working on their</p>	

persuasive writing, and writing about the journey along the silk road. Map work had included making relief maps. They had also studied the Terracotta Army, and created sculptures based on this in art week. For the second half of term children would be looking at shadow puppets and stories. The whole school had attended the China day workshop at Pilton which was a great success.

KS1 had learnt about famous sites, and were now going to create documentaries based on what they had learnt. Children had made a Chinese dragon and fans. In science they had looked at floating and sinking, which they had related to the boat festival. The school had been learning Kung Fu in PE which had gone very well, so they were extending the number of sessions.

Brayford (CS):

The topic had also been a success at Brayford, and it was felt that it was a shame the term was so short as it had been such a good topic. KS1 had attended the Chinese New Year event at High Bickington. Brayford had gone to Witheridge for the term's big event, which had also featured a Chinese meal. Children had also enjoyed making new friends from Witheridge. And upcoming celebration evening would feature drama/dance based on the Willow pattern and zodiac, showing children's work from the term and Chinese food. Children would also perform in the upcoming Proms concert in the Queen's theatre.

SD reported that the quality of the work being produced was very impressive.

Governors discussed the list of knowledge related to the topic that was set at the beginning of term which was an aim for children to have learnt by the end. Agreed that this would be good to include in the curriculum.

Governors discussed whether it would be possible to have Kung Fu continue as an after school club given the positive feedback from children and parents and the difficulties of finding this for young children elsewhere.

CS/HL to explore this possibility.

Progress on SIP at Brayford (CS)

Key Questions:

- *Are the children in KS2 making at least expected progress in Maths?*
- *What strategies are being used to ensure that children in both key stages will achieve at least expected levels or above in Maths by the end of the year?*

CS distributed target tracker data showing data for the past three half terms (36 pupils). Governors discussed how the chunking method of teaching maths affected the data, as some of the topics would not be covered until the end of the year, so would not show up as having achieved this on target tracker. CJ asked if there was any way to track progress that would work better – CS/HL had discussed with Sal and decided that there was not.

SD talked about how teachers would know progress even if it was not showing on target tracker. Governors felt it would be

useful to have target tracker running on a projector for the next meeting so different aspects could be looked at as needed in the meeting.

CS confirmed that children were making the progress needed in maths, chunking enabled the reinforcement of ideas, and the ability to provide greater challenge where needed. Currently out of the five year sixes, 80% were working at expected standard, with 40% at greater depth. One child was not yet at the expected standard. Year two (seven children) – four children working at expected standard, two at greater depth. Of the three not yet at expected standard, one was expected to get there before the end of the year.

Mathletics had just been introduced, which children were very excited about.

Governors discussed the possibility of having a parents' evening explaining the Shanghai maths method, and Mathletics.

SD thanked CS for her report. Next meeting: Book scrutiny.

Progress on SIP at Umberleigh (HL)

Key questions:

- *Are the children in both key stages making at least expected progress in Maths in order that can achieve expected or above standards by the end of the year?*

HL reported that the answer to the key question was yes. Year one (8 children, 7 of whom could be reported on) – five children were making expected progress and were on track to meet or exceed the expected standard. The other two (one pupil premium) were making expected progress to reach their own targets. Year two (3 children) – two were making expected progress towards expected standard; one would exceed the expected standard. One child had made limited progress due to illness and poor attendance. This child was receiving intervention and was hoped to make expected progress by the end of the year. HL reported that she was very pleased with KS1.

Year 3 (7 children) – 6 had made the expected progress, with 5 on track to reach the expected standard. Two pupil premium children in this cohort – one was working a year behind, making expected progress and on track to exceed the year two standards. Other was at expected standard and progress. HL reported that Y3 was quite a challenging cohort. CE-M asked if there was anything else that could be put in place to support this cohort. HL reported on the interventions that were in place to work with each child as needed. CJ asked if children in this cohort who were expected to exceed the expected standard were suitably challenged. HL explained how this was done.

CE-M asked what changes had been made as a result of the Ofsted report that were making a difference. HL reported that the biggest difference was in the way maths was being taught (chunking) – assessment at beginning means that children already capable of what is being taught can immediately drill down further. HL explained the learning progress of staff with this

RN to approach Sal.

method of teaching.

Year 4 (3 children, one pupil premium) – all making expected progress; one child working a year behind was on track to meet the standard of the year below. One on track to exceed the expected standard.

Year 5 (5 children, one pupil premium) – four children (including PP child) were making expected progress to meet the expected standard (one exceed). One child not making expected progress – receiving intervention as appropriate for their SEN.

Year 6 (three children) – one SEN with EHCP making limited progress due to significant learning needs. Would be disapplying from SATs. Other two making expected progress and were on track to meet the expected standard.

RN asked if children would sit a mock SAT paper this year so were familiar with a test environment. HL confirmed this, and stated that they were also working small aspects of this to introduce the concept already.

HL stated that staff felt more confident about maths progress and attainment this year. SD felt that the emphasis placed on development of teachers and strategy had had a good impact.

SD thanked HL for her report.

Strategic

Review pupil numbers and attendance.

Brayford – currently 40 on roll, would go down to 38 as two were moving away. Currently 6 Brumblebees. In September expected to be 37 on roll. Governors agreed how important Brumblebees was in maintaining these numbers. Attendance had been affected by a lot of illness in the autumn term, but had been a lot better this term. 14 children had over 96% attendance, 20 90-95%, 6 under 90%, the lowest of which was 82%. Punctuality had much improved.

Umberleigh – Currently 36 on roll, would be 39 in September. Current attendance was 96.5%, attendance for pupil premium children was higher at 96.9%. Currently 11 Brumblebees, with one applying for the summer term. Would be six or seven in September.

What is pupil premium data for absence as compared to non PP? Are PP children in both schools making appropriate progress? (CS/HL)

Umberleigh's attendance for non pupil premium children: 94.17%, pupil premium children: 96.9%.

Brayford: three pupil premium children, one whose attendance was currently supported by school and SENDCO – strategies in place to improve their attendance. Two siblings, both on SEN register – had taken family holiday felt necessary due to a traumatic time, normally attendance for these children was close to 100%.

Brumble Bees Update, numbers, projected numbers for 2017/18, 19

Projected numbers for September – Umberleigh six or seven, Brayford one.

Governors discussed marketing for Brumblebees and the schools, and what was currently planned along with advice received from those with professional experience of marketing. Distribution of leaflets discussed and agreed.

Safeguarding (Chair)

SD informed governors that the data collection process would take place again next term. RN to look into Safeguarding training for governors – those needing training would be informed of date/time.

Health and Safety (CE-M)

All received reports from the latest Health and Safety walks. Brayford had only been minor issues. Main issue at Umberleigh was the yurt, which was already discussed. Some signage needed replacing as now out of date – quotes had been received, cost would be £250. To be recommended to trustees.

Maintenance of flower beds – CE-M felt weeding etc. should not be responsibility of gardening club, as was not enthusing for children. Governors discussed current ground maintenance contract/parent working party. Governors felt current maintenance contract should be reviewed. HL to place in newsletter in case any in local community wished to put themselves forward.

Quotes were being obtained for Brumblebees fencing.

Marketing strategies

Discussed earlier in meeting.

Review Prospectus

Moved to next meeting (VL to place on agenda). Governors to look at before next meeting.

TEAM Academy update (PW)

RN now in place as executive head. RN felt the way the staff worked together over snow days was excellent (eg some Brayford staff were able to get to Barnstaple, so went to Pilton Bluecoat for that day).

RN to invite newspapers to Proms event. CJ to talk to contact. To report back at next meeting.

Date of next meeting: Thursday 3rd May, 6pm at Umberleigh.