

## Directors' Note for Portfolio Groups

Portfolio title: Brayford/Umberleigh LGB

Date of meeting: Thursday 7<sup>th</sup> March 2019, 6.00pm, Umberleigh Primary Academy

Attended by: Sue Davies (Chair), Penny Wignall (until 7.30pm), Helen Cooke, Lucy House, Caroline El-Marazki, Corrine Smith (Head of School), Rhian Nicholas (CEO), Verity Goss (Clerk)



Brief overview of discussion	Actions
<p><b>Procedural items</b></p> <p><b>Welcome</b> SD welcomed all to the meeting.</p> <p><b>Apologies and sanction absence</b> Apologies received and accepted from Charlotte Janisch.</p> <p><b>Sign off previous minutes</b> Minutes agreed and signed as an accurate record of the meeting.</p> <p><b>Matters arising brought forward by Chair</b></p> <p>Yurt – CEM reported that this was currently being patched. The Health and Safety Auditor had strongly advised that electricity should not be installed in the yurt. The plan was to finish the current repairs so it could be enjoyed over the summer, and to take it down permanently the next time there was a problem. All agreed that this was a suitable plan, and that the new base could be used in other ways once the yurt was no longer in position.</p> <p>Proposal to extend age range – The Headteachers' Board had responded with some further requirements, which had included not having employees of TEAM on the board of trustees. Queries had also been raised on having trustees who were also members of one of the Local Governing Bodies. The Headteachers' Board were now also examining Pilton Bluecoat and Witheridge, not just the schools applying to extend their age range. The request would not be considered again until April. All agreed that this was a disappointing result.</p> <p>Car Park – PW was concerned that there had not been enough communication with the village community about the planned project. RN suggested using it as a project with the children, to send out questionnaires to the local community as to what equipment they would like. The ecological survey results stated that work could not begin until September due to bird nesting.</p>	

Kitchen – cover for cook. An LGB member asked what contingencies were in place across the MAT for times when cooks were off work. Local governors also discussed the importance of ensuring that good information was in place regarding children’s allergies in the event that the normal kitchen staff were unavailable.

Minibus Parking (Brayford) – a concern was raised over whether the minibus was potentially blocking access for emergency vehicles. Discussed – understanding was that it was parked in village hall car park during the day, but removed overnight.

**Any correspondence**

None received.

RN to consult with Briony Parsons to see whether a firm plan could be put in place.

CS to look at whether it could be parked at the back of the school. RN to discuss with village hall lead to see if minibus could be parked in the area by the oil tank.

**Monitoring and Accountability**

**Spring term curriculum review KS1/KS2**

Whizz Bang Pop - Had been looking at Inventors and Inventions. Infants had been looking at different inventors and then having a go themselves – e.g. making torches after learning about Thomas Edison. This half term they had been looking at transport, and would be inventing a new toy. Juniors had been looking at inventions and doing lots of creative writing. Staff had to define ‘invention’ – a lot of children’s initial thoughts had been discoveries. Children had all decided on what they thought was the best invention, and researched information about this. Part of this was learning about how to research on the internet. Staff were planning on visiting the South Devon Railway for the trip this term. It had been a very successful topic – it had evolved from initial plans, following the lead of the children and how they had responded to it. **Had women been included in the inventors studied?** Yes, there had been a wide variety of inventors up on the board which included women. Next week the schools were having a science week.

**Progress on SIP at Brayford. Key questions - Are the higher achieving children making progress in maths to at least age related expectations? Are all other groups making good progress?**

CS confirmed that higher achieving children were on track to make the expected progress. The additional teacher in KS2 for the mornings had had a huge impact on children’s progress, particularly in year six. It had taken some time for children to adapt to having more than one teacher. An LGB member felt this was good preparation for secondary school, where children would have many different teachers. Y2 were making considerable progress – RN reported on the change in these children that she had seen on her visits/lesson observations.

**Progress on SIP at Umberleigh. Key questions - Is there evidence of higher quality writing across all age groups? Are**

**there any anonymous examples we can share?**

CS stated that there had been a focus on reading and promoting reading engagement, which would then have a knock on effect on children's writing. The school was having an author visit, and staff were also involving children in rearranging the library space to make a good place for children to sit and read a book. Staff were looking to incorporate Accelerated Reader awards into their celebration assembly.

Children had been being given more opportunities to write. KS2 were also focussing on editing their own writing, and finding which parts of their writing was the most successful. Staff gave feedback on which sentences were most successful, and on the reasons why. CS distributed an example of good enthusiastic work from a Y4 child. CS reported that the whole class was very enthusiastic about the current class text – Cogheart.

CS reported that the moderation of Y6 pupils across the trust had been very successful and useful.

**Targets and expectations for Y6 and Y2 pupils**

Y6 predictions:

Umberleigh (3 children) – 66% expected to reach the expected standard in reading, 66% in writing, 66% in maths, 66% combined. One of the children was on the borderline in reading, so this may end up being 33%.

Brayford (6 children) – 100% expected to reach the expected standard in reading (16% greater depth), 83% in writing (16% greater depth), 83% in maths (16% greater depth). Expected combined score 66%.

One child at each school on SEN register. Child at Brayford would not achieve the expected standard in maths, child at Umberleigh would not achieve the expected standard in any subject.

LGB felt that this was an encouraging picture.

The LGB discussed the publication of results, and how three year trends were examined by Ofsted. Discussed preparation of children who were not expected to reach the expected standard – CS informed local governors of discussions held with parents.

Y2 Predictions:

Umberleigh (9 children) – one child with SEN who would achieve P levels (pre-key stage) would not sit the tests. 77% of children expected to reach the required standard in reading (44% at greater depth), 66% in writing (22% greater depth), 66% in maths (44% greater depth). Agreed looking very good. The challenge for this cohort would be maintaining this standard in children’s progress to the end of Y6.

Brayford (2 children) – 50% expected to reach the standard in reading, 50% in writing, 100% in maths.

CS explained the additional support that was put in place for children who were not making the expected progress.

Y1 Phonics:

Umberleigh (6 children, 2 with speech and language difficulties) – 3 will pass the test, 3 won’t. 2 children in Y2 who need to retake the test will pass.

Brayford (4 children) – all expected to pass.

CS reported that the reception cohort at Umberleigh was looking very strong, children at Brayford were also doing well. To look at in more detail next meeting.

Optional SATs – **a local governor questioned whether parents ever asked how their children did in these tests?** CS stated this had not happened so far. Staff used them as an assessment tool, and they were also practise for children working in a test environment.

### **Safeguarding Report**

No safeguarding report for this meeting. SD reported on a new process for children being withdrawn to home education – there was now a form to be completed by the school and parent which is forwarded to the local authority, who then have an obligation to monitor. Local governors agreed this would be beneficial to ensure the safeguarding of the children. SD will be meeting with CS to do Safeguarding Data Collection. Julie Wells (trustee) was becoming deputy safeguarding trustee.

SD updated on the play that she had worked on with the e-safety champions from Pilton, Umberleigh and Brayford. Unfortunately the children from High Bickington and Witheridge were not able to be part of it this time. The play was

<p>about online safety. Performances would be on April 3<sup>rd</sup> – would be going on tour around the schools. Would do performances in the three schools in one day.</p> <p>PW left 7.30pm.</p> <p><b>Health and Safety Report</b>  Reports had been received. Mostly minor issues. CEM reported that there had now been introduced an action by date on the H&amp;S reports. Rear gates – CEM explained the gates in question. LH aimed to put together a PTA working party for Brayford to have a general tidy up of outside area/mud build up etc.</p> <p>Discussion over long term plan for Umberleigh Brumblebees space. A local governor asked whether as numbers were growing, an additional wooden building could be added, the two to be lined by a covered area. whether could consider an additional wooden building, the two to be linked by a covered area. Both Brayford and Umberleigh had achieved 100% on the H&amp;S audit, thanks were noted to Briony Parsons and Simon Wallis.</p> <p><b>Outdoor Education Visits Policy</b>  Agreed very clear, agreed policy.</p>	<p>RN to discuss ideas with BP.</p>
<p><b>Strategic</b></p> <p><b>Review pupil numbers and attendance.</b>  Umberleigh – 35 on roll, 3 Y6 leaving, 4 joining Reception next year. 10 Brumblebees.</p> <p>Brayford – 31 on roll, 6 Y6 leaving, 1 joining Reception next year. 6 Brumblebees. Had been one new Brumblebee who lived in the village. Open day – had one person visit. Had not heard further that person. Flyers for distribution were on order – would target Exford, Goodleigh etc. <b>What happens once numbers drop below 29?</b> The school has to alert the Regional Schools Commissioner – have then to work on a long term plan (closure plan). Discussion on what the current situation was. Agreed to put banner back where had previously been by Goodleigh. Agreed important to do whatever can to profile school.</p> <p><b>What is pupil premium data for absence? All pupils?</b>  Umberleigh overall attendance 95.8%. There were a couple of Pupil Premium children with low attendance, but with explanation. No real worries.</p>	

Brayford overall attendance 96.4%, Pupil Premium 97.5%.

**Numbers in both schools and projections?**

Covered in above item.

**Brumble Bees Update, numbers , projected numbers for 2019/20.**

Covered in above item.

**TEAM Academy Update**

RN informed local governors there had been a good celebration at Pilton Bluecoat for the 50<sup>th</sup> Anniversary. RN had been at Witheridge for a pre-SIAMS visit which was very positive.

Meeting ended 8.12pm.

**Date of next meeting:** Thursday 16<sup>th</sup> May, 6.00pm.