



Alderman Jacobs Primary School (Academy Trust)

****Achievement Committee****

Tuesday 18th April 2023

MINUTES

Key:
Trustee Questions
School Improvements

Governors Present: Laura Hemmaway (Chair), Elaine Crane (EC), Laura Holland (LHO), Andrew Pattison (AP), Thomas Claxton (TC)

In Attendance: Amy Ure (Governance professional)

Meeting commenced at 6pm

| | | |
|----------|--|--------------------|
| 1 | Welcome and Apologies Laura Hemmaway (LH) welcomed everyone to the meeting. Apologies received from Eleanor Gunn (EG) LH wanted to thank everyone for agreeing to change the date of the meeting. | All to note |
| 2 | Declaration of Pecuniary Interests - <ul style="list-style-type: none"> Laura Holland (LHO) - I am a Trustee of another Trust (OWN Trust) in Peterborough. I am also an associate Trustee for SOKE Trust but have no voting rights. Elaine Crane (EC) - Oldest son works for MacIntyre Hudson, who audit our school accounts. | All to note |
| 3 | Minutes of the Previous Meeting (18th January 2023) Previous minutes shared with trustees prior to the meeting. All agreed the minutes were a true reflection of the meeting. Proposed by LHO propose, seconded by LH. | All to note |
| 4 | Agreed Actions Updated All actions were completed satisfactorily. | All to note |
| 5 | Insight Tracking Committee member log in details have already been shared, if not already accessed log in details will need resetting. Trustees were given a training demonstration on how to use Insight to enable them to view, filter and manipulate reports and see the data they want to see. Some of the main points highlighted throughout the training were: <ul style="list-style-type: none"> ★ Demographics - All major school data is compared nationally. It links to SIMS so is up to date. | All to note |

| | | |
|---|---|-------------|
| | <ul style="list-style-type: none"> ★ There are separate Insight and school reports. The data available to trustees is anonymous (numbers only) ★ Data can be downloaded into excel so that it can be filtered further. ★ New reports can be created and further training can be provided to trustees if they wish to create a new report. ★ You can use filters to triangulate data. ★ The data supports teachers to identify next steps for children individually, in small groups or whole class learning. They can also see areas of success. <p>Trustees asked if the comparison reports are national. No, other schools might not use the same language.</p> <ul style="list-style-type: none"> ★ SOKE use PiXL and so once merged you are able to compare data within the MAT. ★ There is also the 'school led tutoring group' data which will support tracking and enable us to evaluate the intervention. <p>Trustees said it was great to see the support and benefits that this provides for leaders, teachers and children, moving forward it will be good to compare with other schools within the MAT.</p> <p>Trustees asked if staff feedback had been positive. Yes, very positive. Everything is now recorded in one place.</p> <p>Agreed that reports will still be downloaded for the meeting but they will also be available on Insight, file name to be prefixed with 'Gov'.</p> <p>During the meeting log in details were resent to LH & TC.</p> | |
| 6 | <p>Data (Spring 2 Data & Policies)</p> <p>Spring 2 data was shared with the trustees prior to the meeting. The data was summarised for the trustees, main highlights were:</p> <p><u>Year Group Data - Progress to year end targets</u></p> <p>Writing is an area for all year groups which is being worked on.</p> <p>Trustees asked if the targets were set high. Yes, this was intentional. Targets for year 2 have been reduced but are still aspirational. Maths is nearly there.</p> <p>Year 2 is a concern, they have had the biggest gaps in learning, this is the picture nationally. Various other reasons within school and high levels of need have also impacted this cohort. The Y2 team are now experienced, one being a moderator and the other two have attended moderation workshops so are very cautious around judgements. Trustees asked if there were plans to support those children going into Y3. Support will continue with the children. Y3 are also experienced and will be aware of where the gaps are. We are hopeful that if we cannot close the gap by the end of the year we can over time. Insight will support us to track the progress.</p> <p>Trustees asked if phonics continued into Y2. Yes. OFSTED acknowledged the phonics being taught. The Phonics data in year one shows good progress. Trustees were advised that there are interventions in place. Trustees noted that there are a high number of disadvantaged children working below. Yes, there are children that could move up but others have quite special SEN needs. All have had support, some with SEN still cannot access phonics.</p> <p>Trustees asked if this was the cohort or a national picture. Difficult to say, last year phonics was generally lower nationally. We achieved national</p> | All to note |



results last year. Interventions are being delivered and that time is protected, as well as Y2 & Y6 interventions. Y2 are also making steady progress. Trustees wonder if it is possible to track phonics progress on children who attended a pre-school setting. To see if this has an impact. Yes, this is something that could be created through Insight.

Y2 PiXL

Data compared with PiXL national cohort

GPS paper 1 is spelling - there is work to do there. Paper 2 was grammar which was much stronger. Writing was significantly lower.

Math paper 1 and paper 2 - above. So that's looking very positive.

Reading paper 1 - slightly above, paper 2 - slightly lower.

Y6 PiXL

Data compared with PiXL national cohort

GPS paper 1 and paper 2 - we are above or inline

Maths paper 1 arithmetic - we are more or less in line/slightly lower.

Paper 2 and paper 3 - we are above. Both of these are reasoning papers so it is encouraging. Reading is also just above which is really pleasing.

Trustees noted that Y6 is looking quite strong compared to tracking from last year.

2022-2023 Cohort Y6 comparison SATS.

Reading MOCK data last year compared with this year is up by nearly 10% which is really positive. Trustees noted that there was a dip in grammar in the spring but picked up again in the mock.

No More Marking

This is the first year where we are significantly lower. It's not where we want to be but work is being done. The data difference between boys & girls was discussed. It was noted that the Y2 average writing age cohort is lower compared to other schools. Y1 boys are slightly higher than the girls. Work will continue with the year group. Y4 has a higher GDS %, the writing age is higher. Y6 similar story in line or hopefully a bit above. There are no concerns about Y6.

Trustees asked what is in place to support children in lower school. This is still being looked at. Y3 writing % has gone down which is being investigated. One class particularly has been impacted by behaviour. Trustees reassured that the children are being supported as much as possible and teachers are expecting improvement.

Y5 math is also an area that we are looking into plans to support there.

| | | |
|---|--|------------------------------|
| | <p>Trustees advised that we have a new PiXL associate who is really good. They have given a new angle to look at things and have given some great suggestions. Interventions are being targeted and we are able to identify whether they need whole class, small group or individual teaching.</p> <p><u>EY - attainment & teacher assessments PP/not PP</u></p> <p>A small group have quite complex SEN needs (less behaviour needs). Some of those children have been in pre-school so already have EHCPs. So, we will be looking at provision for next year. The children are settled and happy. Trustees asked about current recruitment. Yes, we have appointed 2 new teachers from September. Trustees were also informed that 4 Y6 classes will continue next year. We also have received good, quality HLTA applications. We will be interviewing for 2 positions. Recent TA recruitment also received some really strong applicants.</p> <p>EC was thanked by trustees they agree that the data is looking good. It's great that they are able to access the data at any time. Trustees asked when the next set of data will be available. Trustees advised that KS2 SATS results have been pushed back due to the Coronation will now be released just before the joint meeting on 12th July.</p> | |
| 7 | <p>Wellbeing Charter</p> <p>A wellbeing charter strategy plan was shared with trustees prior to the meeting. The document lists each objective from the charter with areas of implementation 'what we will do' to achieve each element, which are colour coded. Trustees were advised this is an ongoing document which evidenced everything we are doing for staff wellbeing and will be added to as things arise.</p> <p>Trustees were informed that the wellbeing team (SWAT) have had two meetings, both have been really positive. They have introduced various events and will be looking at organising a celebration for all staff to congratulate them for their commitment and hard work following the OFSTED visit.</p> <p>The wellbeing team will be taking this strategy plan to their next meeting. They will take on a section at a time and review them so that they are actively involved, and staff voices are heard.</p> <p>Trustees thought it was really positive and although it would be difficult currently, felt that it would be good to look at this as part of a monitoring visit. They suggested that the SWAT team update trustees so they are receiving the feedback from another source.</p> <p>AGREED/ACTION: SWAT team to update the evaluation column of the plan following their meeting.</p> | <p>All to note</p> <p>EC</p> |
| 8 | <p>Policies to review</p> <ul style="list-style-type: none"> • Acceptable Use Code of Conduct - Proposed by LHO, seconded by TC • Designated Teacher for LAC - Proposed by LH, seconded by LHO • English - Proposed by LHO, seconded by AP • Forrest School - Proposed by LHO, seconded by LH • Maths - Proposed by AP, seconded by LH • PE - Proposed by LHO, seconded by LH | All to note |



| | | |
|----|---|-------------|
| | <ul style="list-style-type: none"> PSHCE - Proposed by LHO, seconded by LH | |
| 9 | <p>Safeguarding</p> <p>Trustees were informed that there has been no incidents or occurrences that they need to be aware of since the last meeting.</p> <p>EC has attended a recent update and useful slides with prompts have been shared with staff as a reminder.</p> | All to note |
| 10 | <p>Trustee Training</p> <p>LHO had been booked onto exclusion training, this was cancelled and rescheduled this term. TC has also done exclusion training through his school with Governors. Also, OFSTED readiness.</p> <p>It was noted that there does not seem to be any termly briefings. Just an annual conference in the Summer term.</p> | All to note |
| 11 | <p>Any Other Business</p> <p>FOAJS - Trustees wanted to know how FOAJS manage fundraising monies. They have concerns that money is being held in an account with no controls over how it's spent. Is it being spent to benefit the children in school?</p> <p>Trustees were advised that NYork is still the lead link. A joint meeting had been requested with EC to plan a programme of events as they had been a little ad hoc. The summer fare and other events this year may not go ahead due to access to the field and ongoing works being carried out in school.</p> <p>Trustees were advised that COVID would also have had a big impact on any fundraising. The concerns at the meetings are more around the failure to be able to fund planned events.</p> <p>Trustees were made aware that currently the school makes an application for what they feel would benefit the children, the funds are not always agreed in full. Trustees asked if NYork actually sees the accounts during their meetings. We don't know. The accounts/figures are discussed but we are unsure if the 'actual accounts' are made available.</p> <p>Trustees agree they are governed by the Charity Commission Law and when raising money, they need to evidence how it's spent. Trustees said that NYork needs to see the accounts as the FOAJS members are accountable.</p> <p>ACTION: EC to feed back to NYork.</p> | EC |
| 12 | <p>Summary of Meeting</p> <ul style="list-style-type: none"> Really good understanding of insight which enables trustees to look at data and access the reports directly. Detailed overview of current data Discussed concerns for Y2. Detailed conversations of Y2 attainment/progress/interventions. Ratified policies | |

The meeting closed at 6.59pm

Signed as a true record: Date:
Laura Hemmaway (Chair)

Date of next Achievement Committee: TBC