



Alderman Jacobs Primary School (Academy Trust)

Achievement Committee Meeting

Wednesday 21st November 2018

MINUTES

Key:

Governor Questions

School Improvements

Governors Present: Cathy Carlisle, Elaine Crane, Laura Hemmaway (Achievement Chair), Abi Shepherd, Jenny Johnson

In Attendance: Lisa Hatfield, Sarah Woods (Clerk)

Meeting commenced at 6.34pm

1	Welcome and Apologies Laura Hemmaway (LHE) welcomed all to the meeting and apologies were received and accepted from Laura Holland, Trevor Goakes and Nicola Paterson.	All to note
2	Minutes of the Previous Meeting (20 June 2018) Agreed as a true record. Proposed by Jenny Johnson (JJ) and seconded by LHE.	All to note
3	Agreed Actions Updated All actions have been completed satisfactorily and closed.	All to note
4	Declaration of Pecuniary Interests JJ- Company secretary for fathers' business, runs an after school Art and Craft club in school.	All to note
5	Terms of Reference Agreed and adopted, proposed by LHE and seconded by Abi Shepherd (AS)	All to note
6	Yr 2/6 Pixl on tracks data Governors were provided with data on the Year2/6 Pixl on tracks data prior to the meeting. Pupil progress meeting have taken place in all year groups and teachers have indicated whether pupils are currently on track to meet their targets. Elaine Crane (EC) confirmed that Year 2 are on track and as expected a little bit of extra work is needed. GDS are on track and are currently working on children to meet expected. Governors asked if there is any reason to believe they wouldn't get to expected. Interventions have	All to note

been put in place where needed, the PIXL cohort shows a national representative which we are above and are confident that children will exceed the national cohort. The current data shows that pupils attainment is in a good place for the time of the academic year but are naturally cautious as it is still very early in the year. Governors were given an overview of the comparative judgement feedback for Year 3 'No more marking' (NMM) prior to the meeting and EC explained and showed examples of the process. 1 piece of each child's writing had been uploaded for comparative judgement, each piece of work is then marked off against a set of descriptions/judgements and anonymously judged/compared against another piece of work across our school and 421 other primary school nationally and internationally, 80% of the time it will be our school and the other 20% will be from other schools. **Governors asked whether the teacher will recognise their pupils work.** It was explained that there are no names shown on the work and that all teachers across the school judge all the children not just their own year groups. EC showed that our school was above national scores in EXS, GDS over the weekly judgement and that by completing this process NMM had shown GDS pupils that hadn't necessarily been picked up in school. Governors expressed that they were encouraged by these results and performance and are happy that all teachers will judge all year groups. **Governors asked how the school had made the decision to use this system.** The school had received a report from the DFE for assessment and workload which outlined that NMM is a positive case study and we have been looking at it over the last year. **Governors asked if NMM is a subscription.** EC confirmed that it is a yearly subscription and will trial it this academic year and then decide whether we will continue to use in future years. **Governors asked if NMM (something new) is encouraging for teachers and staff.** Teachers are encouraged that the work being assessed online is anonymous and that they don't know who's work it is until they receive the results. It is a good diagnostic tool, teachers can then look back at the pupil's work that they do in class. Governors were encouraged by the results which are above national average and happy with the direction that the school and pupils are heading in.

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Examples of marking & feedback in practice

The basic procedures for marking work was explained to governors and were informed that our marking procedures are based on our current 'Assessment, Marking and Target setting' policy. Children take responsibility in their own learning and our aim is for the children to be proactive with finding their mistakes. **Governors asked if 'Instant feedback' is working for teachers.** Sometimes teachers will change the way they plan the lesson to be able to have time to give 'in the moment' feedback/support instead of long written feedback in their books. **Governors asked whether it is possible to write notes as well as verbal feedback.** The children edit their work together with the teachers and to improve their work the children look back and refer to previous work. **Governors challenged whether this procedure is taking away pressure of marking but putting more pressure on the teachers in the classroom.** A lot of time was spent using 'Staff Voice', speaking to members of staff and asking their opinions on the process, they agreed this is a positive step and with teaching this to children it will be progressive as they move through school. Children will receive feedback more often as it will be given for each piece of work, when needed. **Governors asked if there has been a reduction in marking.** Feedback from

All to note



	the teachers is that they feel there has been a reduction, we are still trialing and will be reviewed again before the end of the Autumn term to see if it is working. If it is working, having a positive impact on the children/staff and less pressure on teachers then this policy will stay in place until we feel it needs adapting.	
8	<p>Policies</p> <p>The following policies were agreed and adopted: Handwriting - Proposed by JJ and seconded by AS. Early Years Foundation Stage - Proposed by JJ and seconded by AS. PSHCE_ - Proposed by AS and seconded by LHe. RE - Proposed by LHe and seconded by JJ. Pupil Premium - Proposed by LHE and seconded by JJ. Access improvement plan - Governors asked why there was such a long time scale on some of the Improvements. It was explained that this was due to funding and staff having the time to make these improvements. Governors challenged if school has the provisions needed for children with extra needs. CC confirmed that we have disability access and could change classrooms around if needed, there would be nothing extra needed to accommodate a child and that these are all enhancements on what we already have in place. The sensory garden is a bigger project and CC is looking at putting a bid in 2020 for funding. Governors were happy with these improvements. Proposed by LHe and seconded by JJ.</p>	<p>All to note</p> <p>Action: Cathy Carlisle</p>
9	<p>Governor Training</p> <p>JJ attended Appraisal training. AS attended the termly governor briefing. LHe, Laura Holland and Denise Burt to attend Data Training.</p>	All to note
10	<p>Any other Business</p> <p>There wasn't any other business</p>	All to note
11	<p>Summary of meeting</p> <ul style="list-style-type: none"> • Minutes of previous meeting was agreed as a true record • Policies agreed and adopted • Governors were encouraged by Pixl Data and performance • Governors discussed and had an explanation of the marking & feedback. 	All to note

The meeting closed at 7.31pm

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