



Alderman Jacobs Primary School (Academy Trust)

** Achievement **

Wednesday 13th January 2021 (Virtual due to COVID-19)

MINUTES

Key:

Trustee Questions

School Improvements

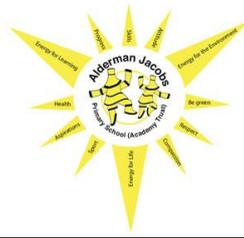
Trustees Present: Cathy Carlisle (Head), Joel Combes, Elaine Crane, Lisa Hatfield, Laura Hemmaway, Laura Holland (Chair), Sadie Wiles.

In Attendance: Gemma Glazebrook (Clerk)

Meeting commenced at 6.01pm

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| 1 | Welcome and Apologies Laura Holland (LHO) welcomed all to the meeting. | All to note |
| 2 | Minutes of the Previous Meeting (11th November 2020) The minutes were agreed as a true and accurate record. Proposed by LHO and seconded by Joel Combes (JC). | All to note |
| 3 | Agreed Actions Updated With regard to the entrance on Coronation Avenue being used by Sir Harry Smith, it has been confirmed that there is a secure gate. Trustees asked if there were any issues that arose from the Vehicle and Pedestrian policy. There were no subsequent issues. All actions have been completed and satisfactorily closed. | All to note |
| 4 | Declaration of Pecuniary Interests Cathy Carlisle (CC) - Daughter carries out temporary midday / TA work Lisa Hatfield (LHA) - Step son works for Newflame Laura Holland (LHO) - Trust Member of Alderman Jacobs School (Academy Trust) | All to note |

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| | <p>Joel Combes (JC) - Wife, Sarah Combes is a teacher in school. Sadie Wiles (SW) - CFO of OWN Trust, Governor of Nene Valley Primary School.</p> | |
| <p>5</p> | <p>Data (Autumn 2) & Target Setting Due to the lockdown there will be no SAT testing this year and the gaps may reopen a little.</p> <p>The Autumn 2 data was presented and explained to the trustees. The documents were made available to the trustees prior to the meeting.</p> <p>It was explained that the figures in blue show the targets for each year group. These figures are quite ambitious and when you combine the upper and lower percentage, that is the figure we are aiming for.</p> <p>Year one and two are progressing nicely and Year 3 are not doing too badly. Years four, five and six, maths is an area for concern. This was missed in the summer due to COVID-19. There was no 'time' or 'shape' work which has impacted the test results. We have looked at the gaps and how we can fix them and what we need to target. We are not where we wanted to be in years 4, 5 and 6 but we are getting there in years 1, 2 and 3.</p> <p>The 'No More Marking' data looks pleasing. Year 3 are broadly inline nationally and Year 5 are above in some areas. Pupil Premium students are slightly below nationally.</p> <p>With regard to the QLA PiXL tests in November 2020, the figures for years 3-6 look quite pleasing. Year 6 are above nationally but slightly lower in GDS, spelling is progressing well. Year 5 are fairly in line with reading, above in grammar but below in spelling. Year 4 are slightly below in reading and slightly above in maths. Year 3 are below in arithmetic and grammar. We are in line or slightly above PiXL cohorts.</p> <p>With regard to tracking and attainment, there are areas where we are progressing nicely.</p> <p>Trustees stated that the data is really pleasing, and the figures are not as bad as they thought they might be.</p> <p>We are careful with our targets. We want to challenge but need to remember that there have been gaps in students learning. We need to be ambitious but realistic and we do not want to put additional pressure on students.</p> <p>Trustees stated that it is really difficult to know what's going to happen after this lockdown. Trustees questioned whether there are any particular concerns for instance in regard to reading and writing being a problem. Maths might be an issue as we do not know how parents are teaching their children at home and this could be different to how children are taught maths in school. We are using</p> | <p>All to note</p> |



prerecorded lessons this time around. Hopefully, this will have a positive impact on children's learning. The feedback from parents has been positive. There is a division between maths and English. Children are less engaged with writing tasks compared to maths. There is a concern over writing and reading. It is easier for children to see a positive outcome with maths compared to English and the ways of writing and sentence type is new to parents.

Trustees stated that it is really pleasing how much information was retained by children and how they are progressing.

Remote Learning / Lockdown update

Trustees asked for an update on how the school is doing in regard to the recent lockdown, number of children currently attending school and online learning. In March 2020 there was approximately 120 parents that said they were eligible for keyworker school, however we only had about 30 children a day attending. At the start of the current lockdown approximately 190 parents said they were eligible for keyworker school and today we had 144 children in school. This is a significant increase. On average 125-130 children a day have been attending keyworker school. Most children are coming every day but unfortunately some parents are using the 'critical worker' status too loosely and we suspect some parents are at home.

153 pupils are eligible for Pupil Premium and most days there are 25 children in school that are eligible for FSM.

The school is currently using a bubble system. These are set bubbles but children can mix with others in their year group at breaktime and lunchtime. Our bubbles are in line with the current guidance. There are currently two bubbles per year group with 12-13 children per bubble. Two teachers per year group are teaching in school and one teacher per year group is teaching and supporting remotely. The school has learnt lessons from the previous lockdown and altered learning accordingly. We have a better understanding of technology. Staff are significant in applying what we can offer and they are constantly available to help students and parents on google classroom. Children are more engaged with learning.

With regard to the provisions for the vulnerable children that don't need to attend school, we make 2 weekly phone calls home. For those children that are not showing signs of engagement, staff are contacting the parent/carer. Trustees asked what the uptake is like.

The uptake is about 80% and we are keeping track of those who are not engaging. This week has been focused on sorting out devices for the families that need them. The survey showed that we have in excess of 490 children who require devices and there is a large population of students sharing devices. There are also challenges in accessing digital equipment. Lessons are now pre-recorded which provide families with more flexibility especially in regards to sharing devices. A lot of families have phones but data is an issue. Most people who needed a device have now been provided with one and we are trying to sort out data for families, but this is proving to be more difficult. Trustees questioned whether it was the time that it is taking. Yes it is. We have contacted Vodafone and BT who are quick but not very effective. The turnaround for the routers from DfE is not very good. The application process is arduous, and it will be two weeks before we have even heard if we are eligible for the routers. Trustees stated that it is good that devices have been given out. The school has been proactive and sorted out most issues that have arose.

Trustees asked what the main concerns from parents are. The main issues have been due to parent's having more than one child to support. For instance, if they have an older sibling that needs to partake in live lessons, this is harder when they have a younger child at home. We have managed to overcome most of the barriers.

Trustees asked if there is a lot of pressure on staff wellbeing, is there a rota system in place and are there many teachers off sick. The teachers are currently on a rota which includes 4 weeks teaching in school and then 2 weeks teaching remotely. But they are having to balance this with looking after their own children. The staff have recognised the challenge and have been resilient and adapted extremely well. Everyone has been dedicated and has gone above and beyond. Staff have been spurred on by the positivity from parents. There have been positive and appreciative comments on Google classroom, Facebook and office staff have also been passing messages of thanks to staff from parents. This helps keep the staff motivated. Parents and children have stated that they are enjoying the videos.

Trustees stated that the school is doing a brilliant job. 80% engagement is really pleasing and the teachers have rose to the challenge. Trustees stated that if the lockdown lasts 12 weeks, parents and children may become despondent, which worries us long term.

The school is conscious that the lockdown could be extended. Parents have been reminded on numerous occasions that if their child does not need to use the keyworker school then they shouldn't. The school is more flexible and parents should only book their children for the days that they need to. If we have to move to a harsh lockdown, we may find more parent's that will no longer require their child to attend keyworker school. If bubbles reduce in size then we can combine them. Parents must book 8 days in advance and every Friday we look at how many children are booked on for the next week and will combine bubbles if possible. However, we want to keep the bubbles to 15

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| | <p>this and were getting slightly harsher with each email and this did seem to make a bit of a difference. Trustees questioned whether we should be making parents feel guilty if they are misusing the service. Some schools are informing parents that learning in school is the same as home learning and school is basically childcare. However, whether teachers are at home or school they will want to teach. At some school's children are supervised by TA's and the teachers are doing remote learning. We might need to change our strategy, maybe having two teachers per year group at home. Trustees stated that it is really difficult to get the balance right. It is good that the school is not offering more in school compared to remote learning as there is no advantage. Trustees stated that it sounds like the school has options to think about which is helpful.</p> | |
| <p>6</p> <p>LHE arrived 6.50pm</p> | <p>Policies to review</p> <p>Acceptable Use Code of Conduct - This policy has been postponed in light of the online learning we need to do. Amendments will be made and the policy will be brought to the next committee. Trustees confirmed that if the policy is amended prior to the next meeting, then it can be ratified over email.</p> <p>Anti-Bullying - Proposed by LHO and seconded by Laura Hemmaway (LHE). Trustees questioned whether the compliance trustee is still checking this policy or should it be the safeguarding link trustee. We are unsure whether this would be for the responsible officer, but this can be moved to the safeguarding link trustee. Trustees stated that the safeguarding link trustee will now be overseeing this policy.</p> <p>Drug Policy - Proposed by LHO and seconded by Sadie Wiles (SW). Trustees asked for this to be added to visits conducted by the safeguarding link trustee.</p> <p>English - Proposed by SW and seconded by Lisa Hatfield (LHA). Handwriting - Proposed by LHA and seconded by Joel Combes (JC). PSCHE - Proposed by JC and seconded by SW. Spelling - Proposed by LHO and seconded by JC.</p> | <p>All to note</p> <p>Gemma Glazebrook to action</p> |
| <p>7</p> | <p>Safeguarding</p> <p>There is nothing new to add, no issues or incidents. Trustees were asked whether they had received the addendum to the Safeguarding & Child Protection policy last week. Trustees confirmed that they did not receive this. Clerk to email the addendum to all trustees and the policy will be ratified remotely. The policy will also be added to the website. The policy recognises that the school is closed and outlines the processes regarding safeguarding.</p> | <p>All to note</p> <p>Gemma Glazebrook to action</p> |
| <p>8</p> | <p>Governor Training</p> <p>LHO is booked onto the Termly Governors Briefing on Monday 18th January 2021.</p> | <p>All to note</p> |
| <p>9</p> | <p>Any Other Business</p> <p>None</p> | <p>All to note</p> |



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| 10 | Summary of meeting <ul style="list-style-type: none">• The school is doing really well. High praise especially from parents. The right decisions are being made.• The data looks promising.• Changes in learning, more interactive teaching.• The virtual meeting worked really well. It would be good for the next meeting to be virtual as well so that trustees do not have to come into school especially as the current government's guidance is to 'stay at home'. | All to note |
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The meeting closed at 7.04pm

Signed as a true record: Date:

Laura Holland (Chair)