



EDMONTON ACADEMY TRUST

TENTH MEETING OF THE GOVERNING BODY OF EDMONTON COUNTY SCHOOL

11th DECEMBER 2018 AT 6.00PM – CAMBRIDGE CAMPUS

MINUTES – PART ONE

Members:	Salih Suavi, Justine McLennan, David Clarke, Owen Vallis
Trustees:	Rob Leak (Chair), Peter Blane, Susan Tranter (ex officio), Konrad Halls, Christine Martin, Liz Whale
Local Governing Body:	
<u>Parent Governors:</u>	Kelly Grant^, Joanne Yarwood^, Liz Whale*, Konrad Halls*, Graham Reid^, Caroline Meier^.
<u>Co-opted Governors:</u>	Rob Leak*, Sheila O'Neill^, Derek Richings*, Clinton Page^, Neha Shah^, Abi Adesida^, Christine Martin*, Lia Commissar*
<u>Staff Governor:</u>	Kirstie Das*
<u>Executive Head Teacher:</u>	Dr Susan Tranter (ex officio) *
<u>Clerk:</u>	Andreas Adamides*

Also in attendance:

Stephen Kinson – (Deputy Headteacher) *

Maria Panayi – (Deputy Headteacher) *

Paul Miller – (Deputy Headteacher) *

^ denotes Absent * denotes Present

PART ONE

1.0 APOLOGIES FOR ABSENCE AND WELCOME

1.1 Apologies were RECEIVED and NOTED from Graham Reid, Neha Shah, Caroline Meier, Shelia O'Neil, Joanne Yarwood, Clinton Page and Kelly Grant.

2 DECLARATIONS OF INTEREST

2.1 There were no Declarations of Interests.

3 MINUTES OF PREVIOUS MEETING

3.1 The GB RECEIVED and ACCEPTED the minutes of the Full Governing Body meeting held on 25th September 2018. The minutes were signed by the Chair.

4 MATTERS ARISING

4.1 There were no matters arising.

4.2 The Governors' issue log was noted. It was noted that the access to The Key should be available soon.

5 EXECUTIVE HEADTEACHER'S REPORT

5.1 The GB RECEIVED and APPROVED the Executive Headteacher's report and actions including the Ofsted report and the proposed actions. The update of the Safeguarding policy, plans for the Centenary Celebrations and reports from Governors who have visited the school.

5.2 Dr Susan Tranter (ST) highlighted the School population numbers and the notes from the Trustees meeting held on 28 November 2018.

5.3 ST gave details of the Centenary Celebrations to be held in 2019. The School is working on a court yard for the centenary garden. ST has written to a number of people to invite them to an event on 23 March 2019. Events being planned include:

- Planting 2019 bulbs between the two campuses, each child and Old Scholars will plant a bulb.
- There will be an opening ceremony, with the singing of the national anthem and speeches.
- A drama performance.
- A video made with the Old Scholars.
- The singing of the school song.
- An exhibition of archive materials.
- The opening of the centenary garden with the Old Scholars and the youngest pupils.
- A time capsule.
- A School Centenary mug.

5.4 ST Highlighted Governor visits and reports.

5.5 Lia Commissar (LC) reported on the visit to the Science faculty and was interested to see and speak to children about independent learning. LC had the following questions:

Q= Can heating in the department be improved?

A= ST, the School is putting in a CIF bid for the Science site.

Q= Can you tell us about the support for staff?

A= ST, there is support for staff, workload is an issue we particularly think about. The focus is on teaching and learning and to and keep admin work to a minimum. Data entry takes place 4 times a year.

A= SK, the new Head of the Science Faculty is bringing in new developments to gear lessons towards individuals, personalised learning.

A= ST, we should plan lessons based on each pupil's needs, which does affect workloads for teachers. We have a wellbeing staff group and did staff surveys asking about work life balance. The last Thursday this term, is a marking day for exams, to ensure that it is completed before the holiday. On Friday 22 December, if staff have put extra work into students, they will get a day off in lieu. We look carefully at term times to make sure staff have 2 weeks off at Christmas, with no

exam papers to mark. We provide refreshments at staff meetings and fruit on Fridays. The quality of education is only as good as the staff delivering it. We are aware of recruitment and retention issues.

A= SK, staff are getting use to the challenges of new GCSE, without coursework, which has some advantages.

A= ST added that it is essential that we have robust programmes of study for lesson plans, to avoid duplication of lesson planning.

A Governor commented positively about staff inductions.

5.6 Liz Whale (LW) reported on her visit to the Maths Faculty, she observed a Year 11, Set 3 Maths lesson and got to see Do Now in action. It was a challenging group, she had the chance to see the techniques teachers used to get students' attention. LW commented that Maths development is continuous.

5.7 The GB noted that Clinton Page visited Social Sciences, Caroline Meier visited Primary, Konrad Halls visited PE and Derek Richings attended Parent Voice. He was concerned that other Governors need to be more involved. It was requested that Governors send visit reports. Action Clerk to remind Governors to send visit reports.

5.8 Governors noted the updated Safeguarding Policy, which was commended by Ofsted.

5.9 Governors noted staffing changes, including the need for a new Head of Music. It was noted that that all staff have had their appraisals.

5.10 Governors noted the 1 November Ofsted visit which rated the School as Good. The response to the points raised by Ofsted were presented by the Deputy Heads.

5.11 Maria Panayi (MP) advised that Ofsted said that leaders need to sharpen their analysis of attendance, so that they can respond quickly to emerging patterns and trends. The main concerns about attendance are from Year 9 upwards, e.g. Year 11 attendance is at 92%. Issues include the following:

- Parent communication becomes harder with older persistence absentees.
- Many students had extended summer holidays.
- Most of the students with the highest level of persistent absences have on going behaviour or child protection concerns.
- There are no significant ethnicity trends except at the start of term.
- When there were significant interventions, they had an impact.
- The attendance policy will involve starting interventions for students when their attendance is below 95%, plus a bigger team will be involved including Progress Leads and Form Tutors.
- Parental communication will highlight the effect of extended holidays.
- The School is focussing on U Codes after 9 am, with higher sanctions.
- There will be pre-emptive communications with families who had longer holidays in Year 7. Parents can only be fined, if they were warned.
- Year 11 attendance issues will be prioritised, the new rewards policy will help.
- We will measure the impact of interventions.

Q= Have we had much response?

A= It is a new policy, we have not sent letters yet, we will do this year.

Q= When will you send letters?

A= In the new term.

Q=Should you wait until they are at 95%?

A= In terms of resources, it will not be manageable to work with those with attendance higher than 95%. We currently work with about 200 families.

Q= What is staff attendance?

A= About 95%.

5.12 Stephen Kinson (SK) presented the Ofsted response about Social Sciences. The School knew that there were issues in History and Geography. The New Head of Social Sciences gave a presentation to the Secondary Committee about this. The main challenges are about the development of staff and about having consistent resources.

5.13 SK advised that Geography, has one experienced member of staff, and NQT and Teach First staff. With additional support provided with planning, sixth form workshops, and about effective planning. The improvement of resources includes good lesson plans, curriculum maps, common assessments and marking guidance and resource tracking.

5.14 SK advised that History has staffing with 2 NQTS who are being mentored, plus excellent new resources. The School has secured a new experienced History teacher, who will work with Year 13. The School will be interviewing for a new History teacher for KS3 and Year 10.

Q=How is running History?

A= The Head of Social Sciences and the new teacher will support NQTs and the teachers in their second and third years of teaching. It will take time for the Faculty to develop, with changes in the national curriculum and with EBacc.

5.15 Paul Miller (PM) presented the Ofsted response to the KS1 and KS2 report. It was noted that Ofsted mentioned good KS2 behaviour. The School has appointed 2 new Deputy Heads in Primary who are responsible for English and Maths, with a new curriculum model, which Ofsted was pleased with.

5.16 PM highlighted that Ofsted looked at KS1, literacy and numeracy which has improved teaching and learning thorough training, interventions and strategies. The School is reviewing the teaching approach in Reception.

5.17 PM highlighted that the KS2 Ofsted enquiry, was positive about the teaching of Writing. Which is effective after changes to the curriculum models. There are experienced teachers in Year 6. Progress in Writing and Maths in KS2 is strong, but headline measures are below the LA average. The Accelerated Reader programme is now being used, children are always being challenged and tests about comprehension, which monitor reading ages, and has a competitive element.

5.18 Governors congratulated the team in the School and Executive Headteacher for a positive Ofsted report.

Q= How far are we from outstanding?

A= PM, Maths and KS1 and KS2 outcomes need to improve, these are lines of enquiry.

5.19 ST presented the Progress 8 scores compared to the Enfield average.

5.20 ST highlighted the Year 11 options open evening.

5.21 ST presented a list of her external activities.

Q= Do you work with other local schools with high Progress 8 scores?

A= ST, I am a member of Enfield Secondary Heads Association and support 2 schools. We have had presentations from St Anns.

6 REPORTS FROM COMMITTEES

6.1 The GB RECEIVED and APPROVED the minutes of the Staffing Committee held on 6 November 2018 and considered any recommendations or issues arising from the meeting.

6.2 The GB RECEIVED and APPROVED the minutes of the Secondary Committee held on 14 November 2018 and considered any recommendations or issues arising from the meeting.

6.3 The GB RECEIVED and APPROVED the minutes of the meeting of the Primary Committee held on 20 November 2018 and considered any recommendations or issues arising from the meeting.

6.4 The GB RECEIVED and APPROVED the minutes of the Finance, Audit and Premises Committee held on 27 November 2018 and considered any recommendations or issues arising from the meeting.

7 ITEMS FOR NEXT AGENDA

7.1 Items from the Governors Handbook.

- Update on school progress plan
- Governor visit reports.

8 DATES OF FUTURE MEETINGS

8.1 The dates for Governors and Trustees meetings for the rest of 2018/19 were agreed as follows:

Spring Term

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| • Tuesday 5 February | Staffing (B) |
| • Tuesday 12 February | FGB Training (C) |
| • Wednesday 13 February | Secondary (C) |
| • Wednesday 27 February | Primary (B) |

- Tuesday 5 March Trustees (Telecon) – 5pm
- Tuesday 19 March Full GB Meeting (C)
- Spring Term Governors Visit Day w/c Monday 22 April 2019

Summer Term

- Tuesday 7 May FA&P (Telecon) – 5pm
- Wednesday 22 May FGB Training (C)
- Tuesday 11 June Primary (B)
- Wednesday 19 June Secondary (C)
- Tuesday 25 June Staffing (B)
- Wednesday 26 June Trustees (Telecon) – 5pm
- Tuesday 2 July FA&P (Telecon) – 5pm
- Tuesday 9 July Full GB Meeting (C)

9 ANY OTHER BUSINESS

9.1 None.

Clerk's Note: Part 1 meeting closed at 7.15 pm.

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Signed by Chair/Vice Chair

Date