

EDMONTON ACADEMY TRUST
LOCAL GOVERNING BODY OF EDMONTON COUNTY SCHOOL

PRIMARY COMMITTEE

TUESDAY 11 JUNE 2019 AT 6.00PM (BURY)

MINUTES - PART ONE

Members:	Salih Suavi (Chair), Justine McLennan, David Clarke, Owen Vallis
Trustees:	Rob Leak (Chair), Peter Blane, Konrad Halls, Liz Whale, Christine Martin, and Susan Tranter (ex officio).
Committee:	Liz Whale (Chair), Konrad Halls *, Derek Richings, Graham Reid, Clinton Page *, Lia Commissar, Kelly Grant *, Sheila O'Neill *, Susan Tranter.
Advisory Clerk:	Andreas Adamides
Also attending:	Paul Miller - Co Head of the Primary Phase Erini Franciosa - Co-Head of the Primary Phase Fola Adekola (FA), SENCo

* denotes absent

1 COMMITTEE MANAGEMENT

- 1.1 Liz Whale, Chair of the Primary Committee welcomed all members to the meeting. There were apologies for absence from Konrad Halls and Sheila O'Neill. Susan Tranter informed the committee that Caroline Meier had resigned from the Board of Governors.
- 1.2 There were no declarations of any interest relating to items on this agenda.
- 1.3 The minutes of the meeting held on 27th February 2019, were agreed as an accurate record of the meeting. There were no outstanding matters arising that were not covered elsewhere on the agenda.

2 INCLUSION UPDATE

- 2.1 The Committee **RECEIVED** and **ACCEPTED** a report from Fola Adekola (FA), SENCo. FA presented a summary of activities to improve SEND provision and highlighted that the Primary School now has three EHCPs, an increase of two.

Q= How are EHCPs submitted by?

A= FA- They are submitted to the LA SEND Panel by the SENCo, who presents the case and the LA assess it based on needs. They were all successful.

Q= What does the EHCP cover?

A= Susan Tranter (ST) replied that the EHCP provides the support a child needs including their health needs until they are 24.

A= Erini Franciosa (EF) added that in a primary school a lot of information is needed to build a portfolio of evidence for an EHCP.

A= ST added that it is more difficult to get EHCPs for younger children.

Q= Are there time limits?

A= FA- It is a 24-week process.

Q= What is K status?

A= FA- They are children in need of SEND support. The School bought into the Lexia programme for the Primary School, and there are new speech and language interventions this year.

Q= How does the challenge differ from a secondary school?

A= EF- The School has a full range of interventions and 2 children moved into special provision.

A= ST added that in Primary it is often hard for parents to accept their children have needs, when their children are young. They get a thorough diagnosis.

Q= What does the EHCP funding cover?

A= FA- It can include an educational psychologist, Autism outreach and other services.

2.2 FA presented a comprehensive list of available interventions.

Q= How do you decide which intervention to buy and how are they evaluated?

A= EF- We make sure the entry criteria is clear, the SENCo does a screener assessment. We then work with the intervention for 8 weeks, monitor progress and assess if they need an EHCP. We use a range of Wave 1 to 3 interventions.

A= Paul Miller (PM) added that we monitor the impact to decide if it is effective.

Q= When did it start?

A= FA- As the SENCo I started 18 months ago, prior to that we identified children through pupil progress. This is now coordinated via the SENCo.

A= EF added that we now need nurture groups for older children.

2.3 FA advised Governors that the next steps are to focus on numeracy interventions and think about staffing. In Addition to link Pupil Premium to SEND, to improve the specialist SEND training.

2.4 This year all 29 children on the SEND register have an Individual Education Plan (IEP), which was produced with parents.

Q= Is an IEP a requirement?

A= PM- Not in primary, but they are useful when children change years.

2.5 Governors thanked FA for her work, and she left the meeting at 6.20 pm.

3 ATTENDANCE, ADMISSIONS and SCHOOL PROFILE

- 3.1 The Committee **RECEIVED** and **ACCEPTED** a report from Paul Miller, Co-Head of Primary (PA). PA highlighted that Reception is full and there are spaces in Year 1. Year 2 is full and there are spaces in Years 3 and 4. Year 5 is full, and Year 6 has spaces.

Q= Will you be under pressure to add a class in years that only have one class?

A= ST = There are other schools with places and admissions understand the situation.

Q= What will be the numbers in Reception be next year?

A= PM – We have 27 pending applications and it is expected to get up to 30.

Q= What is the position for Year 3?

A= PM- There are 51 on roll over 2 classes.

Q= Why are 11 children not going to the Secondary Phase?

A= EF- Some are choosing schools that are nearer to home. Most did not start their schooling with us and live at some distance.

A= ST- In future we should look at how the transfer figure varies.

Q= Many in Year 6 were placed with us due to the lack of provision?

A= EF- Yes and most have stayed despite other schools being nearer.

A= PM added that we must find out if it is about satisfaction with the Secondary Phase.

- 3.2 PM presented the school profile from April (Data Window 3). This includes the detail numbers of boys/girls, Pupil Premium, SEND and different BAME groups.
- 3.3 PM highlighted the significant differences between the year groups.

Q= Is Pupil Premium high?

A= PM -It is high compared to the national and borough averages.

- 3.4 PM presented the cohort headlines including that Year 6 only has 3 children who were in the original intake for this cohort.
- 3.5 PM presented the attendance data, which overall is good. The School continues to focus on attendance, which is 96% this term.

Q= How does attendance compare to last year?

A= PM- Last year it was 95%, we are hoping it will be overall be higher this year.

- 3.6 PM advised that persistent absences continue. The School talks to parents, teachers, the EWO and the parent support adviser, who all support parents.

Q= Is it about punctuality?

A= EF- It is absenteeism, many have support from social care.

A= PM added that if children arrive at 10 am, they count as absent.

Q= Will the Year 6 absences be a concern for the Secondary School?

A= PM- We know the children and will focus on supporting them.

4 PRIMARY REVIEW

4.1 The Committee **RECEIVED** and **ACCEPTED** a report from Erini Franciosa (EF), Co-Head of Primary. EF advised Governors that the Primary Phase had a 2-day inspection, carried out by 2 Ofsted qualified inspectors, which was very thorough.

4.2 ST advised Governors that the School decided to work with St Ignatius and Finchley Catholic High School and arranged for these Ofsted inspectors to do a review, which was in depth and gave an external view.

4.3 EF advised that the team looked at data and lessons, which had good outcomes.

4.4 EF presented the findings about the quality of learning in lessons, listing the strengths, including behaviour, displays and good subject knowledge.

4.5 The next steps are for children to have less time on the carpet, and the need to look at smart working, with less teacher talking time.

Q= What did they say about Year groups?

A= EF- They found that Years 1,2 and 6 were strong.

4.6 EF advised that the review found that there is a consistency of approach for books, and the need to look at the quality of marking.

Q= How about EAL?

A= EF- They said we need more dual language texts on display and need someone to lead on EAL.

A= ST added that an example of helping with language is to use labels in English for pencils to learn the word in English. Teaching Modern Foreign Languages are important when children are also learning English.

4.7 ER advised that the School needs to start moderating work with other schools.

Q= Is there an issue of only having one form in some years?

A= FE- We moderate within the School, but will link with local schools creating local hubs.

Q= How different are we to other primary schools?

A= PM- We have specialist secondary teachers, which is an advantage to Primary.

A= EF added the children like the specialist teaching including in Science.

- 4.8 EF advised that the review found children had good behaviour and they liked the wide range of clubs and trips when asked.
- 4.9 EF advised that the review found that Early Years broadly had a good focus in Maths and English, but LA moderators also said the School needs a more holistic approach, including learning through play, which the School is working on.
- 4.10 EF advised that the review found that in effectiveness of leadership and management, that strategies are consistently applied through the School.

Q= Can you comment about expenditure?

A= EF- They are talking about reviewing Pupil Premium expenditure and this is an action in the primary progress plan.

Q= How does this feedback change Pupil Premium?

A= PM - They confirmed that we need the best teachers doing interventions with Pupil Premium pupils, which we are planning next year.

Q= How will we do this?

A= PM- We will have 2 Deputy Heads focusing on Pupil Premium pupils instead of TAs to address this point.

A= ST added that it is a challenge is that the Secondary Phase subsidises the Primary Phase, which has a high level of need. Overall many primary schools having financial difficulties in the borough. We must remain flexible according to children's needs.

- 4.11 EF advised Governors that the focus is on disadvantaged children, with redesigning interventions. In Year 3/4/5, the no excuse culture is a priority.

Q= What was the cost?

A= ST – The review cost about £3K, we have commissioned it again for next year, because it is good value and high quality.

5 PUPIL PROGRESS – DATA WINDOW 3 UPDATE

- 5.1 The Committee **RECIEVED** and **ACCEPTED** a report from Paul Miller (PM).
- 5.2 The Committee noted that it was from April 2019, with the latest data available.
- 5.3 PM advised that the focus is on good progress for each cohort and year group. Most targets are about 75%.
- 5.4 PM advised that the Year 1 predictions are close to local and national averages in the 70s. Phonics is now 79% assuming the pass mark does not change.
- 5.5 The provisional Year 2 outcomes were presented, the School is hoping that the final outcomes are higher.
- 5.6 PM advised that Years 3,4 and 5 are building up to the end of year assessments.
- 5.7 Progress has been made in all year groups except Writing in Year 3, which is being investigated.

Q= Do parents get stressed about assessments?

A= EF- More at the lower end of the School.

- 5.8 PM advised that Year 6 KS2 SATS are marked externally, the School is waiting for the outcomes in July.

Q= How do we communicate about SATS?

A= EF - With high mobility it is hard to communicate. We did workshops with parents about how to support their children in Maths, English and Reading. There is more engagement at the lower end, we will tackle it.

Q= Is there an issue about the transition to KS2?

A= PM- This cohort is a challenge.

Q= How is the PTA doing?

A= EF- It is a priority to recruit more parents. A smaller group for planning and more parents to help with events.

6 LATE COLLECTION of PRIMARY SCHOOL CHILDREN POLICY

- 6.1 The Committee **RECEIVED** and **ACCEPTED** an update from Erini Franciosa (EF). EF advised that the School is good at attendance but must firm up the procedure about late collection.
- 6.2 The policy puts in place a process to ensure follow up calls the next day, if pupils are picked up late, especially if a Secondary student is picking them up.
- 6.3 If a pupil is picked up after 3.30 pm, they will be an initial charge of £5.
- 6.4 The School is looking at a running new after school clubs to be run until 6 pm.
- 6.5 ST advised that if the School cannot get hold of parents, they can ultimately contact the police and children services.

7 STAFFING

- 7.1 The Committee **RECIEVED** and **ACCEPTED** a report from Erini Franciosa (EF). It was noted that 3 teachers are leaving, 1 on maternity leave, 1 due to promotion and 1 going travelling.
- 7.2 The School is looking for 2 teachers and is advertising posts.
- 7.3 When the Fit for Sport contract ends, the School will be advertising for lunchtime play leaders and after school play leaders.

Q= Will there still be Co-Heads?

A= EF- From September EF will be the Head of School with 2 Deputy Heads.

- 7.4 Governors thanked Paul Miller for his support to the Primary School.

8 NEXT MEETING

- 8.1 Date and Time of next meeting. 8 October 2019.

8.2 Items to include:

- Outcomes
- Sampling
- Progress plan
- Pupil Premium update.

9 ANY OTHER BUSINESS

None.

*Clerk's note: Part one of the meeting ended at 7.20 pm.
There was no part two.*

Signed: _____
Chair of Primary Committee

Date: _____

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