

BUILE HILL VISUAL ARTS SCHOOL GOVERNING BOARD MEETING

Date of Meeting: Thursday 13th October 2016

Meeting started: 6:10pm

Meeting ended: 8:20pm

Present:

● Mrs N Anderson	● Mr B Rockliffe (Chair)
● Miss M Duval	● Miss A Sillitoe
● Mr J Inman (HT)	● Mr G Thompson
● Mrs S Richardson	● Mrs M Whittington

Also in Attendance:

Mr S McElhinney	Clerk to the Governing Board
Miss C Cronin	Observer
Mrs S Johnson	Observer – Director of Business Operations for Consilium
Mr J March	Observer
Mr R Simcox	Observer
Ms J Sutcliffe	Observer
Mr G Davies	Observer
Miss M Lincoln	Observer

1. PRESENTATION

- The governing board were introduced to Mr Roy Cavanagh MBE a Training and Education Executive from Seddon Construction. School was benefiting from Mr Cavanagh's knowledge and experience in construction and across other industries by providing work placements and apprenticeships for pupils.
- Mr Cavanagh's passion for training and apprenticeships had led him to chair the 14-19 Education Group for C&BE, lead the 14-19 Diploma in C&BE and lead the Construction Skills Network for the North and chairs North West Skills for Growth. He's also worked on the Cross Construction Apprentice Task Force and the UKCG Apprentice Task Force.
- Over a 3 year period, Miss Sillitoe and now Ms MA Lincoln had worked tirelessly with Mr Cavanagh on 'Project Hope' and apprenticeships, providing a very bright future for many pupils. The HT added he has seen a tweet from pupils who participated in the 'Dragons Den' event and pupil's future aspirations were higher than ever with pupils wanting to pursue careers in Accountancy, Law and Education and a lot of this was achieved through work Mr Cavanagh had done with school.
- Mr Cavanagh explained his fundraising work for the Salfordian Hotel and the iconic Salford Lads Club and work with the Chief Executive of Salford City Council and Assistant and Deputy Mayors of the city council to increase youth provision. Other work included being involved in discussions with the DFE in London to push for more national apprenticeships schemes. Mr Cavanagh had opened so many doors and provided many opportunities for pupils and wanted to continue his work with the school.

Agreed: The governing board thanked Mr Cavanagh for his hard work and commitment to the school and its pupils.

2. **GOVERNING BOARD MEMBERSHIP**

Appointment of co-opted governors

- Consilium Multi Academy Trust (MAT) was in the process of redeveloping their articles of association.
- Roles would remain the same and the School Business Manager (SBM) would update Governor Services with any changes. The governors considered the appointment of the following co-opted governors:

Agreed: The governing board appointed the following co-opted governors for a term of office of four years:

- Mrs N Anderson
- Miss M Duval
- Mr J Inman (HT)
- Mrs S Richardson
- Mr B Rockcliffe (Chair)
- Miss A Sillitoe
- Mr G Thompson
- Mrs M Whittington

3. **APPOINTMENT OF THE CHAIR OF GOVERNORS AND VICE CHAIR OF GOVERNORS**

Agreed:

- The governing board appointed Mr B Rockcliffe to serve as Chair until the autumn term meeting 2017
- The governing board appointed Mr G Thompson to serve as Vice Chair until the autumn term meeting 2017.

- It was clarified that in terms of the constitution not too many changes were made in converting into an academy under Consilium Multi Academy Trust (MAT) with governing boards becoming local governing boards (LGB's) with the Consilium Academy Trust Board overarching them.
- The scheme of delegation from the trust board to the LGBs was still to be finalised and until then the LGB would operate as it had done previously as a governing board.

4. **APOLOGIES FOR ABSENCE**

The governing board had received no apologies.

5. **AGENDA ITEMS**

- a. Any Other Business (AOB)
There were no items of AOB.

Q: *Would it be possible to now look into changing the school name to move away from the visual arts part of the current school name?*

A: Could we add this to the agenda for the next meeting. We could have done this when we converted into an academy as there are cost implications when you change your name. We could decide say from next September but we need to discuss this, it's an easy process as an academy.

- The HT added that when they were preparing staff for the conversion to academy

status they had stated that the school structure would not change and the name would not be changed.

- The HT commented that the process of joining the MAT had been handled excellently by Consilium and that their role was to support the school to improve through their expertise and their contacts.

b. Confidential Items

There were no items of confidential business included on this agenda.

6. **DECLARATION OF INTEREST**

There were no declarations of interest for any items on the current agenda.

7. **MINUTES OF THE PREVIOUS GOVERNING BOARD MEETING**

Agreed: The minutes of the meeting held on 12th May 2016 were approved as a true and correct record.

8. **MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

9. **COMMITTEE MINUTES**

The following committee reports were submitted for governors' information:

a. Minutes of the Teaching & Learning Committee meeting held on 23rd June 2016

b. Minutes of the Pupil Welfare Committee meeting held on 23rd June 2016

10. **HEADTEACHER'S REPORT**

The headteacher (HT), Mr J Inman presented his report which included the following:

Governors Report – Behaviour including IYFAP admissions

- The HT explained the table and graph provided showed the success rate for managed moves in and out of school since September 2016.
- A high number of students had come into school since the last In Year Fair Access Panel (IYFAP) meeting with many English as an Additional Language (EAL) students and increased numbers from other different countries.
- School had a high success rate for pupils joining the school on managed moves.
- An additional six students would be entering school at the next meeting and would be joining before October half term.

Behaviour - C3s

Miss Cronin, Assistant Headteacher (AHT) presented the update. A graph was provided which showed the ratio of curriculum time allocated in comparison to C3 totals issued. It showed that science was higher than all other subject groups but this was not a major concern at the moment.

- Governors were provided with data that highlighted C3 removals by year group.
- This data provided evidence that Year 8s had the most C3 removals with Year 7s showing on a par with other year groups for C3 removals.
- Governors agreed that this information was very useful to them and school leaders and would help school to put in place strategies to support the specific needs of individual year groups. Issues noted from this included:

- There was a steady trend of increasing C3s in comparison to September 2015 when a high number were initially issued;
- Initial data from Year 7 shown repeat offenders of C3s, KS2 data had pre-empted difficult starts for students on part-time timetables or pupil referral units (PRU) or specialist behaviour units who joined the school on full-time timetables;
- Stricter enforcement and interviews would be initiated for repeat offenders;
- Interventions were in place for 3 students on C3s to focus on prevention not sanctions;
- Year 7 was pushing the boundaries in some areas;
- Year 9 had decreased in the number of C3's when compared year on year.

Q: Do repeat C3 offenders affect the data?

A: Yes and we will put something within the next HT report to show this data next time.

- Governors were also provided with a breakdown of the highest total C3's by class and provided with the C3 accumulation data with the protocols for C3 refusers.
- The governors were also provided with the issues arising as a result of patterns within C3 data and actions the school had taken to resolve these issues.

Governors were provided with the 'cultivating positivity next steps', which included:

- Guardian 5
- HoH positive stops – tied to pride
- Internal Mentorship Training - reformed/reforming students mentor KS3 in need
- Golden Nuggets – A Year 9 pupil had started their own soap making business and had just received her 1st customer
- Parental Pride

Hotspots

- The hotspots had not taken place at regular times this half term. This is because at the start of the term the new year 7s found it difficult to find their way around the school.
- It was also planned to change the way the hotspots would be dealt with. This would be firmly embedded at the end of the first term.

Attendance Update – Attendance 3 year trends

Mr G Davies, Assistant Headteacher (AHT), presented governors with this update.

- At the end of last year attendance was 93.1%, which was marginally down on the previous academic year and school was below the national average.
- The school was putting in a large number of interventions to combat poor attendance.
- Schools current attendance rate was 94.3% and up on this time last year.
- Unauthorised Absences (UA) had increased due to not authorising illness without medical evidence or allowing full days off school for medical appointments.
- Since Sept 193 penalty notices have been sent to the LA.
- The LA did not accept penalty notices during the last term of the academic year.
- Holidays during school term time were impacting on attendance.
- 25 holidays were taken in HT1 (half term 1) compared with 8 holidays in HT2 and 7 holidays in HT3.
- During HT4 two pupils were absent due to holiday and during HT5 five pupils took holidays during term time during HT6 seven pupils went on holiday.
- None of the holidays were authorised, however no fines were issued following the

recent judgment from the Isle of Wight court case.

- New Local Authority (LA) guidance had been issued outlining that only fine warnings were sent where attendance was 90% or below, where holidays were in excess of two weeks. Any new requests for fines would be “set aside” if attendance is over 90%.
- The AHT had sent an email to the LA saying this contradicted the LA policy on persistent absentees (PAs), not fining parents/guardians if their child is a persistent absentee.
- None of the holidays requested had been authorised.
- Compared to two other similar schools in Salford BHVAC completed 43 holiday penalty notices compared to 6 (School A) and 10 (school B).
- For truancy penalty notices BHVAC completed 107 compared to 36 (school A) and 23 (School B).
- School’s PA has dropped to 110 and this was due to an attendance incentive (A trip to Alton Towers for those pupils who attended school every day from 6th June until half term and the first 2 weeks in September). This had had a positive impact on attendance.
- Governors were provided with a comprehensive list of strategies used to promote good attendance.
- Some interventions implemented were achieving good results and these included reducing lateness. School had dramatically reduced the amount of lateness, for example in HT4 nearly 600 pupils were late and this had been reduced by two thirds.
- The school would like to reduce this further and the use of punctuality reports and late detentions should help achieve this.
- The governors were shown an attendance summary showed attendance across the different year groups.

- The HT reported that some youths congregating around school and causing problems for pupils at Buile Hill.
- The HT had consulted with the LA and other HTs and the police had now taken action and were coming to school on a regular basis. The disruption had been caused by some local gangs from outside school and, contrary to some rumours circulating, had not involved pupils from the school. The HT had had to take action to involve the police to protect pupils at the school.

Teaching and Learning

Ms J Sutcliffe, AHT, gave the governors an update on teaching and learning in the school.

- An update was provided on where school teachers were up to with a composite judgement from June 2016. Every member of the teaching staff was given a judgement on their performance using the OFSTED grading system 1-4. This was then moderated by the senior leadership team, which looked at the following:
 - Progress in books
 - Progress data for a class in each year group they teach
 - External data (exam results)
- This provided the following results:
 - 10% Outstanding
 - 77% Good
 - 13% Required improvement

Performance Management Update

- 2015-16 reviews were currently taking place and would be available for the next governors meeting in November 2016.
- 2016-17 targets had been agreed.

Where are we? - The current picture.

Peter Cox, an education consultant had completed a report on Teaching and Learning in June 2016 which helped identify the following strengths.

- Teachers continued to use data well to improve pupil progress.
- Attitudes to learning demonstrated by the students continued to improve.
- Students appeared to take more responsibility for their own learning.

Some of the areas for development included:

- To improve literacy skills by using opportunities to promote key words in lessons;
- Opportunities to touch on British Values and SMSC should be sought where appropriate.

Part of the review provided an SLT action plan, some of the highlighted actions were as follows:

- Promoting independent learning
 - Training for staff
 - The Big Write – extended writing
- Changes to monitoring the quality of teaching and learning
 - Revised book scrutiny criteria as developed by HOF
- Teaching and Learning Strategies
 - Review of continued professional development (CPD)
- Tracking progress
 - Flight path progress grids to be adapted to the new 1-9 grades
 - KS3 Mastery statements
- Quality of work produced in books
 - Review book scrutiny criteria
 - Learning walks for faculties with defined criteria
- Curriculum and new exam modification
 - Moderation – HOF to contact other schools
 - Focus on exam key words

2016 results analysis – Report to governors

Governors were presented with an update from Mr R Simcox, AHT.

(A*- C grades)

- 39% of students achieved 5 A*- C including English and Maths and the school was disappointed with this.
- The results for the core subjects were as follows:
 - English 56%
 - Maths 45%
 - Science 75%

(Attainment 8)

- Best entry (all students) 46.48
- First entry (all students) 45.48
- Best entry (Only including students with a KS2 average points score) 45.90

- First entry (Only including students with a KS2 average points score) 45.44

(Progress 8)

- Best entry (all students) - 0.04
- First entry (all students) - 0.16
- Best entry (Only including students with a KS2 average points score) - 0.35
- First entry (Only including students with a KS2 average points score) - 0.42

Q: Results have been similar over previous years and we've introduced many initiatives now where can we look to make improvements?

A: There are 3 data collection points during the year and we are looking at increasing the amount of exams/test we are doing to give the pupils more practice so they can develop the skills for success. That repetition will help pupils and alongside this we will be concentrating on revision and revision techniques. We have had some successes in areas but we've not done well in other areas and we have been asking ourselves why. The results were very disappointing. We did not test as much in maths this year and now we are linked with other high schools and sharing results. We will be testing more but we need to be careful to get the balance right between teaching exam technique and developing the pupils to prepare them to become independent young adults and to do this we need to be clear about the values of our school. Our priority is to focus on improving the quality of teaching and learning.

Other data discussed included:

- English attainment and progress were significantly up on last year and where they should be.
- EBACC
- 3+A*/A
- Progress 8 score – performed well compared to many schools locally and nationally
- Improving subject trends - Core Science, French, Geography, History, Art, PE, Music, Childcare, performing Arts
- Positive value added
- The following faculties were within 5% of their predicted results: All the Art subjects 0% difference, Science Core 3%, Catering 3%, PE 3%, Spanish 3%, Computer Science 3%, Performing Arts 5%
- The following faculties were within 10% of their predicted results: History (9%), French (7%), Science Additional (7%), Biology (7%), Chemistry (7%), and Product design (8%)

Areas for improvement included:

- Maths – the reasons for the dip in results needed to be identified.
- Science - reasons for attainment and progress not being as expected and low needed to be investigated.
- Attainment in two of the three technology subjects.
- Gap between pupil premium pupils and non pupil premium pupils.
- Progress for the more able in some areas.
- Almost all departments made inaccurate prediction of the results (18 were too high, 4 were under and 2 were on target). Further investigation and more scrutiny of the data was needed.
- The gaps between the predicted results and the actual results was significantly out in some subject areas such as:
 - Business Studies 37%

- Childcare 37%
- Drama 33%
- Leisure and Tourism (31%).

Targets for next year were:

- Progress 8: +0.1
- English expected progress 70%
- Maths expected progress 70%
- Attendance 94.5%
- Teaching 100% good composite judgement by July 2017, 50% at least Outstanding

11. SCITT UPDATE/OFSTED

- 14 trainees were recruited into the SCITT (School Centred Initial Teaching Training) programme.
- From the trainees last year, all of them gained Qualified Teacher Status (QTS) with 38% achieving an outstanding grading, which was a 10% increase from the previous year.
- All former trainees were in employment and 6 of the 13 from last year were employed in schools within Salford.
- The SCITT was currently in the process of the stage 2 Ofsted Inspection

The chair left the meeting at this point and the Vice Chair continued

12. REPORTS FROM TRUST BOARD

Mrs S Johnson, Director of Business Operations for Consilium provided the governing board with a newsletter and update on the following policy:

a. Report No.1: The Trust Pay Policy

- The Trust Pay Policy was offered to local governing boards for adoption.
- This policy had been drafted using the model pay policies provided by Salford and Rotherham LA's to maintained schools and modified for academies.
- The basis of the policy remains the same due to the continued adoption of School Teachers Pay and Conditions Document.
- The main changes to the policy were outlined:
- There was a 1% uplift of teacher salary grades which became effective from 1st September 2016. This was included in the financial forecasts for both schools.
- LGBs would continue to manage the pay determination/awards with the SLT as part of the scheme of delegation for all staff, except the Headteacher.
- There would now need to be a more formal link with the Trust Board to complete the Headteachers pay determination following the recommendation from the LGB. This would mean support would be provided for the role of School Improvement Partner from either Graham Soles - CEO (School Performance) or Martin Shevill - CEO (School Organisation) and a formal recommendation for pay progression from the LGB would need to be approved by the Directors on the Trust Board.
- This policy would also be extended to support staff.

Agreed: The governing board adopted the Console Trust pay policy and delegates the responsibility to monitor, review and update as required to the Finance Committee.

13. GOVERNING BOARD MEMBERSHIP

Governing board membership

The governing board was notified of the following current and future vacancies:

- Governor vacancies:
 - Two parent governors
 - One LA governor
 - No terms of office were due to expire.

14. REVIEW OF COMMITTEES AND NOMINATED GOVERNORS

There were no changes made to the committee membership / named governors or committee terms of reference. It agreed that governing board committees would be merged as follows:

- Teaching & Learning & Pupil Welfare
- Finance, Resources, Staffing and Health & Safety.

Agreed: The governing board agreed that the committees should be merged as listed above.

15. GOVERNING BOARD TRAINING AND DEVELOPMENT

The following training and development needs were agreed:

- Governors expressed interest in attending the Ofsted training on Thursday 9 March 2017.

16. ANY OTHER BUSINESS (AOB)

There were no items of AOB.

17. DATES OF FUTURE MEETINGS

It was agreed that the next meeting of the full governing board would be held at school on Thursday 9th February 2017 at 6.00pm.

Signed as a correct record

Chair