



**Minutes of the meeting of the SIB held at Flora Gardens Primary School on Monday  
16<sup>th</sup> January 2017 at 4:00pm**

Members:

(*Absent/ Apologies)	Name	Post
	Mr Vic Daniels	Chair
	Mr Sam Naismith	Head
	Mr John Hamilton	GB Chair
	Ms Sam Hill	
	Mr Derrick Wright	
	Mr Denis Goldthorpe	LA Adviser
In Attendance:	Mrs Natasha Stroud	Clerk to the Governing Body
	Ms Barbara Graham	Deputy Head Teacher
	Ms Katy Asserati	Assistant Head

ITEM NUMBER	ITEM	ACTION OWNER
1/16	<b>APOLOGIES FOR ABSENCE</b>	
	All SIB members were present.	
2/16	<b>DECLARATIONS OF INTEREST</b>	
	Standing declarations were noted, there were no changes.	
3/16	<b>MINUTES OF THE MEETING HELD ON 16<sup>th</sup> NOVEMBER 2016 AND MATTERS ARISING</b>	
	<p>The minutes of the meeting held on 16<sup>th</sup> November 2016 were approved as an accurate record of the meeting and were signed by the Chair.</p> <p><u>More Able</u> The AMA had been included within the data for each class overall. There was no separate report.</p> <p><u>Predictions Year 2 and Year 6</u> These were included within the agenda pack.</p> <p><u>Raise Online</u> The one-page summary was circulated and noted by Governors.</p> <p><u>SEF</u> The SEF now included hyperlinks and the H/T confirmed he had amended item 13 as requested.</p> <p><u>SDP</u> The SDP had been Milestone boxes had been split into 3 sections and were RAG rated as requested.</p>	

	<p><u>EYFS</u> The EYFS visit took place on 11<sup>th</sup> October 2016 this was reviewed and would be followed up at the next CPPC meeting.</p>	
	<b>RESOLUTION</b>	
	<p><b>Minutes approved and signed</b></p> <p><b>Matters arising were dealt with and noted</b></p>	
<b>4/16</b>	<b>REPORTS SINCE THE LAST MEETING</b>	
	<p><u>SDP Milestones</u> The Chair asked what these reports were highlighting? It was explained that when completed they will tell the story. If areas were Green and then resorted back to Orange, the SIB would then be able to identify this and question the reasoning. It was a working document and would be updated regularly.</p> <p>1<sup>st</sup> February CPPC meeting all of December 2016 would be completed and some of January 2017.</p>	
	<b>RESOLUTION</b>	
	<b>Noted</b>	
<b>5/16</b>	<b>ACHIEVEMENT AND ATTAINMENT DATA</b>	
	<p>The Chair asked why Y5 data was missing. It was explained that when reviewed on the first day of term Y5 stagnated significantly. External Moderation was arranged however It was reported that the Y5-6 teachers from St Cuthbert with St Matthias were not as experienced and gained more from the moderation than Flora staff had. Internal triangulation took place and it was identified that data at the time was inaccurate. The previous teacher had since left the school and the current teacher was asked to report where children currently were in terms of progress. This task was completed on Friday 13<sup>th</sup> January and was currently being collated. However, it was reported that children had made the 2-step progress overall.</p> <p>It was agreed that the new Y5 data would be reviewed at the next CPPC meeting. Ms Assarati agreed to forward this data to Mr Goldthorpe.</p> <p>The data reports were included in the agenda pack and noted by Governors.</p> <p>The Chair asked how significant the overall picture was. Ms Assarati explained that overall the school was where it should be. It was noted that any numbers below 2 would indicate where children were not doing as well. Data was being tracked from Autumn 2015 starting point as data from this period was accurate.</p> <p>2 key groups of focus were Y5 and the AMA a data meeting was taking place on Thursday 19<sup>th</sup> January 2017.</p> <p>SEN children had made expected progress. Y3, 4 and 6 had made accelerated progress.</p> <p>AMA Disadvantaged had made accelerated progress in all areas. It was noted that Y1 AMA and AMA PP Maths was slightly lower and this had been identified as an area for support for the NQT teacher.</p>	

	<p>Ms Assarati took members through the main headlines from the report. It was reported that all information was collated into a table for the whole school and this highlighted specific concerns for example – Maths was lower overall. It was noted this was a useful exercise.</p> <p>It was asked why there was concern around the Y4 attainment for the AMA. It was noted that progress was not quite where it should be. Ms Graham was leading coaching 3 times per week in Y4 until February half term from which time the teacher would follow the support afforded to the other NQT's.</p> <p>Mobility was still a concern.</p> <p>AMA PP doing better than expected in progress</p> <p>Reading has improved across the school: Autumn 2015 Reading was 11% this currently stood at 18% and was a credit to the staff.</p> <p>Writing was lagging slightly behind and SLT were aware and focusing on data. Class teachers were also made aware of this data. If the gap was not being diminished by the second half of term this would become a key focus, it is expected that staff will double their rigor.</p> <p>Y6 progress was promising. The committee reviewed the Y6 predictions.</p> <p>A discussion took place on the Y6 SATs. It was noted that children were only exempt if they arrived at the last term of Y5 and were EAL. Children were not exempt for SEN. This had an impact on the school's percentages and was not a fair measure of the school.</p> <p>In Y2, it was too early in the year to complete the section for Greater Depth (GDS) this would be seen in Spring 2. There were currently approximately 6 pupils who could achieve GDS in Y6.</p> <p>It was asked how the current predictions compared to last year's actuals. It was noted that last year's combined was 48%, it was currently predicted 75% (best case scenario) with the most likely outcome at 64%. The threshold was continually changing. Results are predicted to be better than last year.</p> <p>An explanation was provided on the baseline that was in place.</p> <p>71% of pupils were likely to achieve "100" in Reading and this was a significant improvement.</p> <p>Maths had dipped from 85% last year to 79%, it was however explained that the cohort was completely different.</p> <p>Reading, Writing and Maths was expected to be above National.</p> <p>Overall progress was in line with the National expectations. The school was in a much better position than previous and the it was recognised that the Leadership team were strong and know the school well. The School was working hard to achieve GDS with a prediction of 10% across the board likely to achieve this.</p>	
	<b>RESOLUTION</b>	
	<b>Noted</b>	
6/16	<b>COMMISSIONING PLAN</b>	

	<p>The Head confirmed that he had met with Mr Goldthorpe and the report was currently being drafted. He confirmed that the meeting had been extremely useful. The report once completed would be signed off by the LA if the Chair and Head were happy with it.</p> <p>It was asked if there were any budget restraints. These would be discussed between Mr Goldthorpe and the Chair of Governors.</p> <p>Mr Hamilton suggested that the moderation log be brought to the CPPC meeting on 1<sup>st</sup> February 2017. A discussion took place on the moderation process. It was agreed that Ms Hill would undertake a Governor visit on moderation and review the log with Ms Assarati. This would be reported at the CPPC meeting on 1<sup>st</sup> February 2017.</p> <p>Y4 was to be externally moderated. It was noted that although it was not statutory to moderate Y4 and Y5 it was best practice. Ms Assarati explained that they were currently trying to source an effective school to moderate with. It was suggested that the school contact Miles Coverdale. It was noted that St Stephen's was a good link as they also used target tracker.</p> <ul style="list-style-type: none"> <li>• EYFS was being internally and externally moderated</li> <li>• Cluster moderation Y2 and Y6 once every half term</li> <li>• Middle Years moderated once per term</li> </ul> <p>The school was trying to boost external moderation however internal moderation was ongoing. The LA advisers for EYFS, KS1 and KS2 would carry out moderation at the end of the year.</p> <p>The data moderated externally was robust whereas there were concerns previously when internally moderated.</p> <p>A copy of the external moderation summary would be appended to all SIB minutes.</p>	
	<b>RESOLUTION</b>	
	<b>Noted</b>	
<b>7/16</b>	<b>AGREEMENT ON PROPOSED ACTIONS</b>	
	<ul style="list-style-type: none"> <li>• <b>CPPC to follow up on EYFS visit</b></li> <li>• <b>Continue to monitor and review SDP milestones</b></li> <li>• <b>Y5 data to be sent to Mr Goldthorpe (Ms Assarati)</b></li> <li>• <b>Y5 data to be reviewed at the next CPPC meeting</b></li> <li>• <b>Mr Goldthorpe and Mr Hamilton to discuss any budget constraints (Commissioning Plan)</b></li> <li>• <b>Ms Hill to undertake Governor visit with a focus on Moderation – meet with Ms Assarati and review the moderation logs – Report at CPPC on 1st February 2017</b></li> <li>• <b>External moderation summary to be appended to all SIB minutes – Ms Assarati to forward to Clerk</b></li> </ul>	
<b>8/16</b>	<b>DATE OF THE NEXT MEETING</b>	
	Monday 6 <sup>th</sup> March 2017 at 4pm	

The meeting closed at 5pm

Signed.....

Dated.....