



MINUTES OF PUPIL, CURRICULUM AND STANDARDS COMMITTEE MEETING
TUESDAY 7th MAY 2019 – 9.30am

IN ATTENDANCE

Paul Main (Chair)
Shaun Jukes (Headteacher)
Ian Fazackerley
Sally Collins
Maureen Rothwell
Laura Jolliffe (Governor – in observance)

Gail Beaton sent her apologies for her absence.

1. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

No matters arising.

2. SEPTEMBER PLANNING

Plus curriculum model diagram

2.1 The Headteacher handed out the September planning 2019-2020 School Improvement Planning update to Governors to give a brief update as to where school is with the planning for next Academic Year. He highlighted some changes regarding staffing –

- Rosemary Hurley, Head of KS3, is leaving (retirement) post advertised internally
- The following posts have also been advertised -
- 2 x teaching posts
- 1 x HLTA KS4
- 1 x Welfare assistant
- 1 x TA3 maternity
- Required backfill posts depending upon outcome of above

The Headteacher gave dates for interviews (see AOB) and asked for Governor's involvement.

2.2 IF asked if increasing numbers on roll would impact on the mirrored timetable for FE with the rest of school, would it potentially impact on corridors, yard etc. SJ said it would not impact and would be manageable, it only effects break time (15 mins) and FE also have access to life skills flat as common room space at that time.

3. SCHOOL IMPROVEMENT PLAN

Previous FGB had asked The Headteacher for a diagram to show an overall summary of the school curriculum model on one-page. The Headteacher has drafted this and handed out – draft copy only. The committee were positive and saw it as a favourable document but may also need short narrative to run alongside it.

4. BEHAVIOUR MANAGEMENT RECORDING METHODS/TRAINING

- 4.1 Annie Dixon gave an overview of and feedback regarding Team Teach training and recording of behaviour management. AD explained the use of 'safe space', Team Teach, FR forms, etc and the reporting of these. Team Teach promotes the ethos that 95% de-escalation and only 5% actual positive handling needed. Team Teach refresher courses held on Wednesdays in school. All reporting forms are available to staff on Y-drive, examples of ABC forms shown to Governors.
- 4.2 PM asked are students with PBP/IBP (personal behaviour plans/individual behaviour plans (only 10-12 students) using safe space more? Safe space usage explained and how recorded. Safe space monitoring plan shown and written into IBPs, so it is reported to parents. Plans reviewed six monthly with parental consultation.
- 4.3 LJ asked how this is communicated out to parents – We use all forms of communication appropriate to parental preference from a tel. call or written note to using DOJO and/or diary.
- 4.4 MR asked how can school influence challenges faced at home. The Headteacher replied school can try and influence or offer help and support or signpost parents, but they need to be prepared to engage and accept it.
- 4.5 SC asked can Team Teach offer training to parents? The Headteacher replied we cannot train parents, only employees of LCC. AD suggested school can offer tips on what to do for parents. AD to produce information for parents regarding de-escalation techniques.
- 4.6 AD explained RPI form required to be completed if any physical intervention takes place and must be kept archived for 75 years from date of birth of student. Incidents are reported in Headteacher's report termly.

5. PUPIL PREMIUM IMPACT

The Headteacher will report to show how Pupil Premium is spent once Governors have agreed the Budget 2019/20. This will be delivered at next FGB in June.

6. INTERIM ASSESSMENT AND TRACKING DETAILS

- 6.1 The Headteacher handed information re: monitoring for students who have were identified as not making as much progress as expected last year. Findings explained. Findings have also been discussed with HOD to look at what additional support if any needs to be put in place. The vast majority are now meeting or doing better than expected in terms of progress this year. Personal and social development is reporting as outstanding progress for this group.
- 6.2 LJ asked is there any correlation with behaviour and progress with students on the list – evidence does not suggest any correlation

7. ANY OTHER BUSINESS

- 7.1 The Headteacher asked if Governors had any items they would like to include at the SCHOOL BASED ISSUES FGB on Tuesday 16th July 2019.
- 7.2 The Headteacher gave out the dates for interviews for the various vacancies and asked that Governors advised him of which dates they would be available to be involved-
 - Teacher interviews – Wednesday 12th June
 - Head of Department – Tuesday 18th June
 - HLTA – Thursday 6th June
- 7.3 The Headteacher handed out a link to an article regarding Autism and explaining the Spectrum. For information only.

<http://theaspergian.com/2019/05/04/its-a-spectrum-doesnt-mean-what-you-think/>

DATE OF NEXT MEETING – Autumn Term dates to be advised

Appendices

Appendix 1 – Sept planning 2019-20 and School Improvement Planning – Headteacher's report

Appendix 2 – Curriculum diagram

Appendix 3 – Monitoring report for individual students