



Education Committee Meeting - Minutes

Meeting Date: Thursday 17th October 2024

Meeting Venue: Teams

Meeting Time: 5:15pm

Governors: Lea Owen, *(LO)*, Committee Chair
Joyce Swann, *(JSw)*, Committee Vice Chair
Nicoleta Uzorka Ion, *(NUI)*
Gabrielle Mace, *(GM)*
Katharine Paradas, *(KP)*

Ex officio: Craig Bull, *(CBu)*, Executive Head Teacher

Also in attendance: Richard Thornhill, *(COG)*, Chair of Governors
Tom Addems, *(AH-I)*, Assistant Head – Inclusion
Jemma Graffham, *(DH-BA&S)*, Deputy Head – Behaviour Attitudes & Safeguarding
Vickie Jenkins, *(HOS)*, Head of Secondary
Rebecca McGuinness, *(AAH)* Associate Assistant Head - Primary
Dominic O’Driscoll, *(AH-CL)*, Assistant Head – Culture for Learning
Helen Punter-Bruce, *(HOP)*, Head of Primary
Matt Stephens, *(AH-P&PSEN)*, Assistant Head – Primary & Primary SENDCo
James Towner, *(DH-QE)*, Assistant Head - Quality of Education

Clerk to Governors: Rif Aslam (RA)

Apologies: F Beckley *(FB)*, D Simmonds *(DS)*

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Item	Discussion	Action
1.	<p>Welcome and apologies for absence.</p> <ul style="list-style-type: none"> Chair welcomed Governors & SLT to this ‘virtual’ Education Committee via Teams. Chair accepted apologies for absence from FB & DS and lateness from JGr. 	
2.	<p>Declarations of Interests There were no declarations of interest made.</p>	
3.	<p>Minutes of previous Education Committee Meeting</p> <ul style="list-style-type: none"> Chair confirmed that previous Committee Minutes were signed off at July FGB. 	
4.	<p>Head Teacher’s Report</p> <ul style="list-style-type: none"> Year 7 Open Evening/Tours – HOS gave an overview of the evening. 500 people attended. This was made up of 179 families. 250 of our own students volunteered to show case the school. Open Mornings saw 250 attendees across 2 week period. <p>Chair enquired about the age of attendees. HOS advised they were Year 6 and were from as far afield as Polegate and Seaford.</p> <p>VC added that she also attended the evening event and spoke to parents. Feedback from them was very positive. They highly praised our students. Tours around school were well organised.</p> <p>VC complimented and thanked staff for their hard work. EHT thanked governor for her support during the evening.</p> <ul style="list-style-type: none"> Executive Summary - Inclusion <ul style="list-style-type: none"> Secondary – AH-I advised data reflects the success with students who have been at school for the 5 years. He highlighted positive news of a looked after student who had not been in school for 3 years but was able to sit 2 GCSEs and attend Prom. That student is now attending college. Primary - AH-P&PSEN advised that number of students on Inclusion register are double that of previous year. He went on to highlight the end of year results which reflect success of interventions. <p>Chair acknowledged the outstanding impact of interventions. Hard work has paid off.</p> <p>VC echoed comments.</p> <p>VC observed the differing paperwork systems in Primary and Secondary.</p> <p>VC asked how the 2 phases were instigating a common process. Both AH-I and AH-PP&SEN explained that they are heading towards a uniform system. Weekly meetings take place between Secondary SENDCo and Primary and where processes can be done similarly they will. Where they can’t there is an explanation of why. Joint meetings now held with external agencies to discuss matters as a whole school.</p> <p>VC enquired whether support from County must be paid for. AH-I explained there is a core offer to all schools. It has been cut by a third since last year. We have bought in traded time of 12 days for Educational Psychology and similar for EAL.</p> <p>VC queried if we get support from Place2Be. AH-I advised that this is paid for by PP funding.</p> <p>COG questioned whether 12 days is enough. AH-P&PSEN advised 18 is the maximum allowed which is what we asked but were given 12. AH-I added that PP funding has also been used to invest in a Literacy Intervention Specialist for the whole school. EAL service we’ve bought into has had a positive influence.</p> <p>COG encouraged staff to raise resourcing issues.</p> <p>Governor asked if Statutory Assessment is included in the bought in services. AH-P&PSEN advised that it was completely separate, and the school did not need to pay for it. HOP added that Early Years Support Services are stretched. Very little being provided at nursery level. Whilst class service</p>	

is amazing, the Early Years Support Service has gone for us. For example, difficulty in obtaining Speech Therapy support is having an impact on children.

Chair suggested that need be examined and put forward to Enterprise Committee.

COG emphasised how crucial Early Years are and encouraged conversation around what is required so that a review of funding can be examined.

VC echoed concerns about gap in support. Teams of people who used to support children from birth to 5 are missing. The impact is huge and can be seen when these children arrive at school.

VC thanked HOP for highlighting issue.

Governor requested clarification on what is being requested. Is more funding being requested from the Board to fill the gap? HOP explained that initially we need to assess the capacity within the school to provide the support. In the first instance this requires a meeting just on this subject.

Governor asked what is currently being done about transition from nurseries. HOP advised that where possible we visit nurseries and carry out home visits before they join us. Not all children come with additional needs. Some have other challenges with which parents may need support.

Governor pointed out that our Primary makes up 60 students and we have 84 external students who join in Secondary. Transition stage always been a challenge for that reason. EHT echoed comments and added that Ofsted visit emphasised need to ensure that learning is adaptive and quality first in the classroom.

- School Development Plan – EHT advised that Ofsted were very pleased with contents of our SDP. HOS gave a summary of the objectives in the SDP.
 - SDP 1 – Quality of Teaching. This is about embedding our GH Teaching & Learning handbook. AH-CL to ensure governors receive a copy. This highlights achievements of last year and what we are trying to consistently embed this year. This objective links with our new appointment of a Lead Practitioner who will carry out Teaching and learning masterclasses to support and embed practices with staff.
 - SDP 2 - Support vulnerable groups to make progress by embedding adaptive teaching and intervention. Focus on visual clues, information breakdown and checking. Work being done to ensure clear systems are in place to track and monitor as well as examine academic progress across vulnerable groups. Frequent Parent Partnerships meetings to take place. HOP added that in Primary whilst there is a focus on attainment on core subjects, there is also a focus on progress in social and emotional skills. Supported by interventions in Nurture and use of Elsa Practitioner. There are also peer reviews in Primary Alliance where we go into each other's school to look at adaptive strategies.
 - SDP 3 – A new objective to embed a culture of excellence and improvement through the 'Everyone a Leader' programme. Aims to build our own internal leadership programme. It is based on strength based coaching. Ofsted very impressed with this.
 - SDP 4 – This is about implementing the 'through line' curriculum and ensuring that progress is demonstrated and quality assured. Still about embedding our medium term plans.
 - SDP 5 - Behaviour for Learning routines are consistently followed. Carry on with high standards of uniform, smooth transitions from one lesson to next, focus on tutor time and ensure students are actively engaged with learning.
 - SDP 6 - Development of literacy across all areas of the curriculum with a focus on reading and writing. In Secondary this involves focusing on reading for pleasure and increasing vocabulary. HOP advised that in Primary we are using an external consultant in writing to work alongside staff to embed planning for writing. Reading for pleasure well embedded in Primary.
 - SDP 7 - The aim is to increase the number of students doing extra-curricular activities. Ensure all students receive the same opportunities.

AH-CL

JGr joined meeting at 17:59 hrs.

Chair thanked HOS and HOP for summary and clear description of what you are doing and how you will be doing it.

Chair impressed with clarity of success criteria.

VC commended SDP and the new changes this year.

VC queried with reference to SDP 4 whether governors will have quality assurance outcomes, for example in interventions, during their monitoring visits. DH-QE advised that a new format for KS3 assessment was rolled out last year with a moderate degree of success. Issues remain with those subjects that did not see the standardisation. Now before the cycle of assessment begins the subject leads agree with their teams what and how they will assess. Moderation process will also take place.

VC asked if lessons observations show that it is working more effectively. DH-QE advised that we're not satisfied yet about the quality across the whole school. Hence embedding formative assessment.

VC enquired whether inconsistencies and differences are recorded in monitoring and recording system. DH-QE advised that SLT can focus on that in one of our Learning Walks.

Governor asked referring to SDP 3, if the Wellbeing Steering Group and Everybody a Leader includes Support Staff too. EHT replied yes.

Governor observed SDP 5 mentions blazers for Years 5 & 6. This has been mooted before but after consultation this was deemed expensive for parents. HOP and DH-BA&S advised that this had not yet been discussed. EHT added that any decisions on uniform would first come to the Board of Governors.

COG questioned how all the objectives in SDP are managed. The first 4 overlap but have different people responsible for each one. EHT explained that we're clear with everyone that they all play a part in the objectives for school. Majority of actions in each objective is the responsibility SLT. This is monitored in every line manager meeting. EHT meets with Heads of School every 2 weeks to check in on this. Every term we're undertaking reviews of each of the objectives and have linked performance management targets to it. Everyone a Leader programme will have an impact project which links into elements of the SDP too.

COG acknowledged it was an ambitious programme, and concern is to ensure that staff are not overwhelmed.

COG observed that there are special challenges for an all through school. There are differences between Primary and Secondary and therefore there is a complex leadership structure to manage. We need to use the resources we have to best effect.

COG commended SDP. EHT thanked SLT for their input in the SDP. They have taken the responsibility for writing the detail in the SDP and it is a credit to the Team.

Chair echoed praise.

Chair questioned how many targets are in each Performance Review. AH-CL advised that each class teacher has 3 (student progress, SDP 1 & 3, then a personal objective). Head of Year will have an additional one about attendance of their year group. Head of Department will have their additional one about data and show why students have or have not made progress. SLT targets are linked to SDP and Ofsted report (yet to be received). Non teaching staff have objectives based on their job description.

- Executive Summaries – DH-BA&S advised that data relates to Term 6 and went on to highlight aspects of the papers.
 - Behaviour – Success in lowering suspensions and reintegrating students into school. Celebration of Aspire points also highlighted.

Chair noted the wide gap in behaviour points between EAL and non EAL students. DH-BA&S explained that EAL students account for 25% of cohort and get 28% of behaviour points whereas non EAL account for 75% of cohort and get 72% of points.

Chair commended significant drop in whole school suspensions.

- Attendance – we have a massive aspirational target of 96%. We have surpassed local and national targets. We have been awarded 2 certificates last year for KS4 data. During recent Ofsted visit we showcased successful individual case studies.

	<p>Chair questioned Persistent Absence figures in Secondary. DH-BA&S explained that figures reflect a handful of students who are either hospitalised, refusers or missing in education.</p> <ul style="list-style-type: none"> ○ Safeguarding – data is stereotypical. Report highlights support received from Place2Be and their positive impact. <p>COG commended strong safeguarding environment in the school. Ofsted team were impressed.</p> <p>VC echoed praise.</p>	
5.	<p>Admissions Update</p> <p>Chair of Admissions summarised current position. Applications close on 31 October and it is too early to analyse numbers. Our Admissions Policy is complicated. EHT added that lower birth rates will start to impact all schools over the next few years.</p>	
6.	<p>Monitoring</p> <ul style="list-style-type: none"> ● Monitoring Visit SDP 5 Attendance – Chair commended report completed by LB. ● Monitoring Visit Schedule & Forthcoming Visits – Chair offered to do embedding and lesson culture. KP volunteered for Literacy. GM offered to assist and volunteered JM for Health & Safety. <p>Chair asked how many visits needed in year.</p> <p>Agreed that 2 visits take place per SDP target.</p> <p>Agreed that PP visit will take place at the same time as SEND visit. NUI to send timetable to GM.</p>	NUI
7.	<p>Any other urgent business</p> <ul style="list-style-type: none"> ● Careers – Following on from the positive praise from Ofsted, HOS requested governors' approval to apply to be a Careers Hub Lead School. <p>Governors approved application. EHT praised for SBr as Careers lead.</p> <ul style="list-style-type: none"> ● Progress 8 Score – EHT advised that previously reported score of 0.8 have moved up to 0.16. Double what it was. This will be validated after remarks. <p>Chair thanked EHT for good news.</p>	
8.	<p>Confirmation of future Governor Meeting Dates for 2024/2025</p> <p>FULL GOVERNING BOARD:</p> <p>12th December 2024 27th March 2025 3rd July 2025</p> <p>EDUCATION COMMITTEE:</p> <p>23rd January 2025 15th May 2025</p> <p>ENTERPRISE COMMITTEE:</p> <p>14th November 2024 13th February 2025 12th June 2025</p>	
	<p>Meeting Closed</p> <p>Chair thanked governors and SLT and closed the meeting at 18:55 hrs.</p>	