

## ACADEMY COMMITTEE MEETING

Date: 26<sup>th</sup> September 2023  
 Time: 4.30pm – 7pm  
 Venue: Cheadle Hulme Primary School

Clerk: M Dyer  
 Present: R Thompson, N Samuels, Z Tatton, G Kohli, D Coyle

In Attendance: L Calthorpe

Action		Initials
ACM4	Communication to be sent out to parents explaining Stockport Shapes.	RT
ACM4	Prioritise CHPS for governor recruitment.	LW
ACM4	GK to advocate a better STEM link with her organisation	GK
ACM4	To organise Maths's training for Governors to be presented at ACM2.	RT
1	To send Clerk new employment details to update the Register f Business Interests	NS/ZT
2	Send Diversity Form to all Governor	MD
4	All Governors to complete GDPR training and send their certificates to the Clerk before ACM2	ZT/NS/GB/DC
4	Parents curriculum evening to show how Spelling Shed marries up to reading scheme	RT

Agenda – Part 1			
Category	Item	Notes	Action
1	Governance Arrangements	Apologies and Welcome	Apologies received from L Woolley and accepted, Apologies received from N Samuels, to attend meeting from 5:30pm, ZT to chair meeting until arrival.
		AOB items	J McCracken no longer continuing role as a Governor.
		Register of interests	Updates to be made: J McCracken to be removed from the register.

			Update NS and ZT details to reflect new Job Titles.	
		Code of Conduct/Acceptable Use Policy for IT	Governors ZT, DC and GK all confirmed that they had read, fully understand and agree to use digital technology systems within the guidelines as set out in the policy.	
		Part 1 Minutes	Minutes approved with a slight amendment.	
		Membership: Terms of Office/ Succession Planning/ Recruitment	ZT will continue as a Governor until end of term (November 2023) when this will be reviewed.	
		Trust Board Meeting Summary	The Clerk distributed the Trust Board Reports for July 2023, no questions were asked by the Governors.	
		Link Governor Roles & Responsibilities	Due to Governors GB and JM stepping down, ZT has agreed to be the English Link Governor and NS to be the PHSE Link Governor. A Link Governor for Humanities will be appointed at ACM2 ahead of planned monitoring activities for the Spring Term.	
2	School Performance and Accountability	Pupil Outcomes (Progress towards KPI's)	<p><b>2a. Headline Performance – Pupil Outcomes Summary September 2023</b></p> <p>Staff Governor and Assistant Head of School, DC, explained the document and the data to the Governors. An explanation was given around GLD, Phonics Screening Checks, expected reading, writing and maths (KS1) CHPS percentages compared to the national averages for 2022 and 2023, the data showed that CHPS results are currently well above average. Attainment data for Greater Depth within the Expected Standard also shows that the school is above average, 25% against the national of 18% in reading, 15% against the national average of 8% in writing, and 27% against the national average of 16% in Maths.</p> <p><b>Q ZT: The data you have presented looks amazing, what is the school's perspective?</b></p> <p><i>A RT: We are pleased with Pupil Outcomes to date, though we are always looking at ways to build on this success through Pupil Progress Review meetings that take place three times per year. We need to be mindful of a pupil's prior attainment data and SEND needs within cohorts to contextualise data when comparing year on year.</i></p>	

			<p><b>Q GK: Do you use the data from the Primary Schools within the Trust to compare CHPS?</b></p> <p><i>A RT: Yes, we look at comparable data from cohorts at Gorsey Bank Primary School and Woodford Primary School to identify areas of success/improvement. We use KS2 outcomes at Gorsey Bank to inform practice at our school as we prepare for our first set of End of KS2 outcomes in 2025.</i></p> <p><b>Q GK: You are an oversubscribed school however what data is available for prospective parents and carers?</b></p> <p><i>A RT: We are always proactive as it is not guaranteed that we will always be oversubscribed. Prospective parents and carers can view our Pupil Outcomes as part of our statutory reporting that is on the school website.</i></p>	
		<p>School Development Priorities</p>	<p><b>Personal Development and Wellbeing (Pupils)</b></p> <p>HoS, RT Discussed section three of the School Development Plan, the current focus is on supporting transition to new year groups and behaviour expectations across school. Curriculum evenings are taking place in school to allow new parents and carers in Pre-School and Reception to understand what their children are learning about, how they can support them at home and to ask any questions they may have. School have also brought forward the Autumn Term Parents' Evening to further support conversations around Transition and to build home/school relationships.</p> <p>The Chair, NS stated from her own experience, children often become unsettled when starting the new academic year and it is good to have time with your child's teacher to help them settle in. This change will be appreciated by parents/carers.</p> <p><b>Q GK: What dates in the year do other parents evenings take place?</b></p> <p><i>A RT: Mini attainment summaries are available to parents and carers via the MCAS app after each assessment point and further Parents' Evenings will take place in early Spring and Summer term.</i></p> <p>HoS, RT explained the 'Thematic Goal' of assessment and that lots of work is taking place with the Teachers and Learning Support Assistants around curriculum design, the implementation of this and how we can</p>	

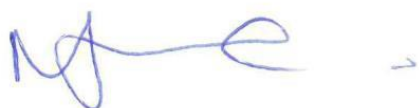
		<p>assess the impact. We want all adults supporting learning to understand the role they play in assessment and how the information gathered can be used to best effect in targeting a pupil's next steps.</p> <p><b>Q ZT: Do you address this in staff meetings?</b></p> <p><i>A RT: The thematic goal features in the weekly SLT meetings and PLM meetings with the wider team, this week the wider team attended an assessment input meeting held by David Woolley, Director of Education.</i></p> <p>It was agreed by all Governors that the focus of ACM2 would be section one of the School Development Plan: Ambitious Curriculum.</p> <p><b>Q NS: When do you hold staff surveys?</b></p> <p><i>A RT: These take place in the summer term and inform the School Development Plan. This will be something we will look at again in ACM4. Additional surveys take place across the Trust at key points within the year and we will share the headlines from these with the Academy Committee where appropriate.</i></p>	
	Compliance	<p>The HoS, RT gave verbal confirmation regarding the delivery of the school curricula and assessment that is in line with the Trust's approach and that all curriculum policies are in line with statutory guidance.</p> <p>It was explained that a letter has been sent to parents and carers regarding the statutory obligation to teach RSE in school.</p> <p>ZT stated that she felt communication from school could be easily missed on the MCAS app, however NS stated that she feels the app communication is easier to find as it doesn't get lost in emails. It was explained that the weekly newsletter also contains hyperlinks for parents to ensure things are not missed and that the school do get to feedback on how the MCAS app is working so developments can be made.</p>	
	Behaviour and Safeguarding Update including attendance	<p><b>Behaviour and Safeguarding Update September 2023</b></p> <p>The document was explained to all Governors by HoS, RT. Pupil attendance was discussed in further detail, there has been a number of absences due to sickness absence in Y1 and Y4, this could be due to the new variant of Covid-19 as a number involve chest</p>	

			<p>infections. There are also a number of families who have taken extended holidays and some experience issues getting home from abroad due to the air traffic control problems recently experienced. Pupil absence continues to be monitored and proportionate challenge is placed on families in line with nation attendance guidance.</p> <p><b>Pupil Numbers Summary – Autumn 2023</b></p> <p>An explanation was given by HoS, RT around the current school population, along with any pupil movement that may have occurred in year. A small number of children have left the school due to either moving abroad or to a different part of the country and one child has moved on to an independent school. Six new pupils have joined the school and, in some cases, has taken the year group over PAN.</p> <p><b>Q ZT: If children move to independent schools will their places be filled?</b></p> <p><i>A RT: Yes, we often receive daily applications from prospective parents/carers who wish for their children to attend CHPS. Where places are not available, children are added to a waiting list that is managed by Stockport Admissions.</i></p> <p><b>Q GK: How do the school decide on who gets a place when you are oversubscribed?</b></p> <p><i>A RT: Pupils are allocated places based on our published admissions criteria.</i></p>	
3	Governor monitoring	Record of Visits	<p>There have been no RoV's taken place since the last Academy Committee meeting.</p> <p>Agreed dates are as follows:</p> <p>Safeguarding Visit – 6<sup>th</sup> November 2023</p> <p>SEND Visit – 5<sup>th</sup> December 2023</p>	
		Sports Premium Impact of spending	<p><b>Sports Premium Spending 2022 – 2023</b></p> <p>The document was distributed to the Governors prior to the meeting and it was reviewed by the Governors, there were no questions asked.</p>	
		Finance Update	<b>Income and Expenditure Account – June 2023</b>	

			<p>HoS, RT gave an overview of the accounts and explained that there has not been a large change since these were reviewed in ACM4. A number of capital projects took place over the holidays with the installation of outdoor toilets and changes made to the bin store, widening of the school entrance and new gates. These were funded by money that we had saved in our reserves.</p>	
		Health and Safety	<p><b>Health and Safety Update September 2023</b></p> <p>There were no questions asked by the Governors regarding the document presented to them.</p> <p><b>Q ZT: When will parents and carers of the Y5 children be able to drop their children off in the playground rather than waiting with them?</b></p> <p><i>A RT: A small number of families have enquired with us directly about this. SLT are currently reviewing drop off and collection arrangements and will provide KS2 families with information around this later this term.</i></p> <p><b>Q NS: Are the Y5 children allowed to walk home on their own?</b></p> <p><i>A RT: We currently discuss arrangements such as this with individual families upon request.</i></p>	
		Check website compliance	<p>HoS, RT confirmed that the website is compliant however the Statutory Assessment/Pupil Outcomes page is currently being developed and will be published as soon as possible.</p>	
4	<b>Governor Development</b>	Governor Training	<p>Governors requested Maths training for ACM2.</p> <p><b>Phonics and Early reading PowerPoint presentation presented by Teacher L Calthorpe – 4:30pm – 5:05pm when LC left the meeting.</b></p> <p>A thorough explanation around the teaching of phonics was given which included the ‘FFT Success for All’ Phonics scheme that the school have bought into. Each week the children are taught one grapheme, which they then read, spell and use within sentences. This learning is built upon through paired reading and individual reading at home and in school. The text pupils take home contains challenging content, but as pupils are familiar with it from the current week’s learning they should feel successful when reading to parents/carers.</p>	

			<p><b>Q ZT: How do you find the children are engaging with the books and have you had feedback from parents and carers?</b></p> <p><i>A LC: We are really pleased to see the impact that the implementation of this scheme is having. Pupils are engaged and feedback from parents/carers has been positive. When we assess pupils, we can see the progress they are making whilst also identifying their next steps and put appropriate intervention in place.</i></p> <p>It was stated that further information will be given to parents and carers at curriculum evenings around our approach to reading using the '100 recommended r'ads' and 'FFT Success for All'.</p> <p><b>Q ZT: How are the team finding implementing the new reading scheme?</b></p> <p><i>A LC: The routines are still the same in terms of teaching a Phonics lesson, it is only the content that is different. We have found that the scheme covers less sounds each week than may have previously been taught and this helps pupils to embed their learning and apply this to challenging texts. Teachers are very positive about the structure and resources the scheme provides.</i></p> <p><i>A RT: Schemes such as this also benefit ECTs as it provides a structure that ensures consistency in approach and the overall quality of Phonics lessons.</i></p> <p><b>Q ZT: When will we see the impact on pupil outcomes?</b></p> <p><i>A RT: We are already seeing the impact through the daily formative assessments teachers make. We have data from the end of the previous year and have ongoing checks as part of the Reading Assessment Programme (RAP).</i></p> <p>It was explained that the NFER assessments and RAP inform daily teaching and learning, as well as intervention for those children in the bottom 20% of the cohort.</p> <p><b>Q GK: Why do you focus on the bottom 20%?</b></p> <p><i>A RT: We have high expectations for all pupils and set KPIs for pupils to achieve age-related expectations that are broadly around 90%. We have to ensure that pupils who are not meeting age-related expectations have appropriate support and that swift action is taken to</i></p>	
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			<p><i>avoid this gap widening over time. Ofsted focus on the bottom 20% and what is in place for these pupils as part of school inspections.</i></p> <p>Governors are to complete the annual GDPR online training and should email their certificates to the Clerk.</p> <p>Governors were reminded of the conference date, 29<sup>th</sup> of November 2023, 8:30am – 10am at the Laurus Trust on Woods Lane.</p>	
5	<b>Community Engagement</b>	Stakeholder Engagement	<p>An update was given by HoS, RT regarding Kids Club Wraparound provision. It was explained that a number of families have relinquished their places over the summer months, which has helped those families on the waiting list. There are now a couple of childminders who are collecting from CHPS and Kids Allowed is running a shuttle bus, however, only a small number of parents/carers are currently using this service.</p> <p>As previously discussed, a feasibility study is planned to take place to review the current position and to identify possible options to increase the number of pupils that may attend.</p> <p>A number of families have thanked the school for being transparent in their communication surrounding wraparound provision and recognise the challenges school face in meeting such high demand for places.</p>	
	<b>AOB</b>		There were no other items for this section of the meeting.	
		Meeting dates:	<p>05/12/2023 – 4:30pm</p> <p>12/03/2024 – 4:30pm</p> <p>02/07/2023 – 4:30pm</p>	



**Natalie Samuels (Chair of Governors)**

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