

ST ALBAN'S CATHOLIC PRIMARY SCHOOL LOCAL ACADEMY COMMITTEE

Minutes of the St Alban's Catholic Primary School Local Academy Committee's (LAC) meeting held at the academy on 13th July, 2023 commencing at 5.00 pm.

PRESENT: Ms K Seaman (Vice Chair), Ms C Turner and Ms Eileen Pitman

IN ATTENDANCE: Ms L Ebsworth (Head teacher),
Ms C Brennan (Deputy Head teacher)

CLERK: Ms. D Sanderson (Learn Sheffield)

WELCOME AND OPENING PRAYER

The Vice Chair opened the meeting in prayer and welcomed everyone to the meeting.

1. To receive and, if agreed, approve apologies

John Cape, Father Desmond Edozie and Lucy Carmody sent apologies which were accepted. It was agreed that the meeting was quorate.

2. Declaration of any pecuniary interests relevant to this agenda

None declared. School needs to ensure the register of pecuniary interests is updated

3. Confirmation of the minutes of the previous meeting(s) and report on matters arising

Minutes were confirmed and there were no matters arising

4. Review of Local Academy Committee Membership/Vacancies and Roles

The following members were confirmed. There are no vacancies

- John Cape - Chair
- Lucy Carmody – Foundation governor
- Father Desmond Edozie – Foundation governor
- Karen Seaman – Vice Chair
- Charlotte Turner – Foundation Governor
- Eileen Pitman – Foundation Governor

It was noted that Tom Henson has left

5. **Business meeting minutes**

These had been sent out prior to the meeting and were received without any further comment or action

6. **RE Review and forthcoming S48 inspection**

Head teacher reported on a visit from the Diocesan Director for RE on the 6th July in readiness for the forthcoming S48 inspection which will probably take place next term but definitely in the next academic year. The Chair of Governors/RE governor, the Head Teacher, the RE and Catholic Life Leader and the Trust CEO were also present. At the meeting the self-evaluation document was discussed which was written in response to the last inspection in 2016 when the school was rated good. Head teacher noted that the inspection will be more intense this time due to higher expectations but that a lot has been done since the last inspection in preparation for this.

The Head Teacher outlined the areas which will be inspected: Catholic Life and Mission, Religious Education and Catholic Worship. As with Ofsted inspections the Religious Education judgement is limiting and has to be rated good in order to attain a good for overall effectiveness. It was decided after discussion in the review that the school will aspire to attain outstanding in Catholic Life and Mission and Catholic Worship. It was also noted that the school aspires to attain good in Religious Education. The teachers who might affect achieving this are either leaving or have had senior staff working with them. The three ECTs who are in KS2 next year will have senior leadership/outstanding teachers working with them in order to ensure that they get off to a great start.

Q - Do you have to fill in an evaluation form?

A -Yes – it has been checked by the trust director and the chair who made a few suggestions for further improvement.

It was noted that the RE review was positive and that it was felt the children were now more reverent and that they understood the religion they were practising which hadn't always been the case. A governor noted that mass now felt different and that singing was much better. A further positive example was

noted of children who lead gospel assemblies and the prayer room and faith garden. The Head Teacher ended by noting the hard work of the RE lead Michaela and the Chair of Governors.

7. **Head Teacher's Report**

It was noted that CMAT have created a format for the Head Teacher's report which is similar to how the school had previously reported. Governors' meetings are expected to feed directly into trust board meetings and it has therefore been decided to move governors' meetings to the beginning of each term in order to allow this. The Head Teacher's report will then be used to review the previous term. There was therefore no Head Teacher's report for this meeting as it will be presented in September.

8. **Review of whole school progress and attainment analysis**

Initial comments were presented - a more detailed analysis will then follow for the Autumn term governors' meeting

Foundation Stage

Result: 55% (National 67%) which is an improvement on last year's result of 50%. It was noted that special needs were high and that on entry only 10% were on track.

A discussion also took place about the current nursery cohort. The Head Teacher considers that it is an asset having a nursery as it allows the school to identify early children with SEND needs and if needed ensure EHCPs assessment requests are in progress and Early Years Intervention Allowance applied for where necessary. Two children were discussed who need specialist provision but are unable to access this as although they meet the criteria, there are 171 children for 15 places. They will therefore stay in nursery provision which better meets their needs, rather than access reception provision next year.

Q - What will happen next year to these children?

A - We will reapply for specialist provision. This is a national issue with lack of

provision for SEND children

Y1 Phonics

Result: 73% (National 73%) against a target of 80%. It was noted that this represented good progress which had been dependent on several interventions meaning rapid recent progress ensuring 22 passed when earlier in the year only 8 were achieving the requisite standard.

Key Stage One

The Head Teacher reported excellent progress in reading, writing and maths
Results: Reading - 61%, maths – 70%, Combined – 61%

Times Table Check

Result – 52% (national 27% last year)

Key Stage Two

Results: Reading 82%, SPAG – 81%, Writing 61%, Maths – 57% Combined – 54% (National – 59%)

The Head Teacher commented that KS2 results were not quite as positive as KS1. A factor affecting this was stringent marking of the writing which has also been moderated. It was also noted that this was one of the poorest cohorts the school has had for years, not representative of St Albans, who particularly struggled with maths. It was also discussed that the year group had been subject to historic poor teaching, and there were also a high percentage of pupil premium and SEND pupils. Furthermore, over COVID, it is considered some children went backwards as they were not accessing online learning. It was also noted that progress will be impacted as some children were not in St Albans at KS1 and the school considers that their Y2 data was inconsistent with assessments on entry, meaning those judged as expected standard at Y2 had not secured this prior to starting St Alban's thus negatively impacting progress data from Y2 to Y6.

Q - What are the present Y5 like?

A – 2/3 boys and a large cohort. Some children are still working at KS1 and

some will get GDS. They are stronger in maths than the present Y6.

It was also noted that in internal tests the bar has probably been set too high and will now be lowered after reflection on the tests and national expectations.

Good attainment was noted in RE and science where the attainment gap has been closed.

Moderation of writing was discussed in Y6 where it was noted that the moderators were very impressed with the evidence presented particularly with the range of work and asked to take ideas about writing back to the council. It was also noted that an ECT teacher had talked knowledgeably about writing to the moderator.

Q -Who is it who levels a school's writing?

A - Education staff who are trained and come in every four years from Standards and Effectiveness Team. The moderators don't tell you who is going to be moderated until the day before from the list of children who are ranked in order. School moderation with Rotherham, Doncaster and Sheffield schools has also really helped to secure staffs' confidence around judgements.

A new tool was discussed which will be used to screen for specific problems. It will be used to screen for English and maths problems including dyslexia and dyscalculia providing a baseline and suggestions for specific interventions. Y5 will be a focus class in order to try and move children who have not made the progress expected but have not yet been identified as having SEND.

Q – Have you started?

A – We have done the screening and now need to benchmark the pupils.

It was also discussed that the Birmingham Tool Kit, which has small steps and suggestions for activities, will be purchased as a family of schools. It won't come out of the top slice as SEND is a priority for the MAT and there will also be training.

Plans were also discussed to ensure more moderation of work is carried out throughout school.

Q – Will all staff be part of that?

A – Yes

9. **Budget spending plans for the year 2023/24**

A budget plan had been sent and discussion took place around this. It was noted that the surplus will be £21,895 rather than £10,559 although this does include some ring fenced money.

It was welcomed that the Secretary of State had awarded all teachers a pay rise of 6.5% which will hopefully stop strikes in September. It was also welcomed that this will be paid for by the government. Teaching and learning responsibility points will also attract 6.5%

Q – How much will that mean for teachers?

Newly qualified teachers, for example, will start on £30, 000 and it will help others with bills etc.

Governors were asked if they had any thoughts on the plans.

Q – Where does money for trips come from?

A – Money that is raised by Friends of School will be ring fenced and used to enhance the curriculum by helping to pay towards trips such as a theatre visit. Parents will contribute but it will be a lower contribution. Further examples are a Whitby overnight stay for Y5. The aim is that every child goes somewhere every term.

Energy efficiency was also discussed and the bid being placed for air conditioning in order to regulate the temperature in classrooms and the hall in school.

Q – Have you applied?

A – We are getting quotes now in preparation for applying in August/September.

Other spending issues were also discussed: new provision for Y1 which will be achieved by cutting Bylands into 2 and new doors for the meeting room.

10. Updates on SEND Policy, Information Report and Local review and adaptation of the CMAT Child Protection and Safeguarding Policy

It was noted that SEND documents will be brought to the meeting in September as the MAT are updating documents.

The CMAT child protection and safeguarding policy was approved

11. Review of Behaviour Principles Written Statement and Anti-bullying and Behaviour Policy

The anti-bullying and behaviour policy was approved

It was discussed that the Y5/Y6 children have helped to update the Children's Promise which is now more positive with both sanctions and rewards built in

12. Review of Online Safety & Acceptable Use Policy and Computing Policy

The above policies were approved

13. Confirm or appoint the reviewers for the Performance Management of the Head Teacher and to appoint an external advisor to support the process

Will Ryan was confirmed as the reviewer and will be attending on the 19th September at 2.30. Chair, vice chair and the CEO will also be involved.

14. LAC meeting dates for the 2023/24 academic year

The dates have been set for the year with the first half termly meeting being the

main meeting with the business meetings in the second half term.

15. Plan/agree any Governing Board self-evaluation activity – Governor Learning Walk outcomes

It was agreed that the dates of visits and content will be decided at the autumn term meeting

16. Review of governor training opportunities for the remainder of 2022/23

The accessing of opportunities will be reviewed at the next meeting.

The Head Teacher will remind the chair to ensure all have returned the skills audit.

17. Any other urgent business

Thank you to Philip Patterson who has resigned as Director of the Diocese for primary schools. We'd like to thank him for his support and service for many years.

18. Next Meeting

Next meeting will be on Thursday 21st September at 5pm

The meeting ended with a prayer at 6pm.

Actions

- Head Teacher to ensure register of pecuniary interests for all governors updated
- Head Teacher will ask the chair to ensure all governors have filled the skills audit in

Signed_____

Date_____

