

Minutes of the Trustee Standards and Performance committee

Pyramus House Roman Way, Grange Park Northampton NN4 5EA

Tuesday 9 May 2023 @ 10.00am

These minutes reflect the order of the discussion, not necessarily the order of the agenda.

Attendance		
Role	Name	Present
Trustee	Leigh Jones (Chair) ☎	P
Trustee	Nick Bell	A
Trustee	Kate Whittlesey ☎	P
	Martin Conlon	A
Trustee	Fiona Wheeler	P
	In Attendance	
Chief Executive Officer	Joshua Coleman	P
Head of Education	John Lawson	P
Head of Standards & Performance	Katy Russell	P
Trust Lead for SEND	Ruth Ryan	P
Safeguarding Consultant	Rebecca Thompson (Thompson Team)	P
Deputy Headteacher	Laura Ward (NIA) ☎	P
Deputy Headteacher	Simon Woodhouse (Prince Williams School) ☎	P
Governance Professional	Juliette Pierson	P
P=Present A=Apologies x = Absent		

Agenda item	Discussion	Action
1. Welcome	The Chair welcomed everyone to the meeting and reminded all that the matters discussed during the meeting should remain confidential until such time as the minutes were approved.	
2. Apologies	Apologies were received in advance of the meeting and accepted from Martin Conlon and Nick Bell .	
3. Quoracy	The meeting was confirmed as quorate .	
4. Declarations of interest	The Chair drew attention to the previously declared interest due to her work with Ofqual and Fiona Wheeler confirmed an interest as her children attend one of the schools being discussed – both interests are on the register of interests. There were no further declarations of interest pertaining to this agenda that had not already been declared on the annual Register of Interests.	
5. Appointment of a Vice Chair	Nominations were requested by the Governance Professional in advance of the meeting. None were received. Following a brief discussion, this item will be discussed and dealt with at the next meeting.	Appointment of a Vice Chair to be added to the agenda for the next meeting.

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		<p>Nominations to again be requested in advance of the meeting.</p>
<p>6. Minutes of S&P meeting held on 30/01/2023 & matters arising not appearing on the Action Log and matters arising.</p>	<p>The minutes of the meeting held on 30/01/2023 were distributed with the agenda for the meeting and were agreed by all present to be an accurate representation of the meeting that took place. The Chair agreed to sign the minutes.</p>	
<p>7. Actions arising from the meeting held on 30/01/2023</p>	<p>The following actions arising from the previous meeting were discussed:</p> <ol style="list-style-type: none"> 1. EMAT Intimate Care Policy to be added to the January agenda – removed from agenda as policy was not ready. Once completed, to be approved by Trustees outside the meeting – approved by Trustees outside the meeting. 2. NB to visit Orchard Academy – NB to organise visit if he wishes. School recently visited by MC and visit report circulated to Trustees. 3. LW to provide JP with updated data and commentary following the next assessments – incomplete GP chasing for information. 4. LW to send prior attainment data to JP for circulation – incomplete GP chasing for information. 5. Appointment of a Vice Chair for the S & P Committee to be added to the May agenda – GP to add to actions. 6. Stimpson Avenue HT to be invited to present at the next meeting – invited but declined due to SATs. To be reinvited for July meeting to give an update on progress, data etc. 7. SEND Lead, Ruth Ryan to be invited to present at the next meeting – completed. <p>The CEO updated the meeting on the reasons why prior attainment data had not been submitted and the committee agreed not to pursue items 3 and 4 at this time.</p>	<p>Appointment of Vice Chair to be added to the agenda for the next meeting.</p>
<p>8. SEND Update</p>	<p>The SEND report and presentation were circulated to Trustees in advance of the meeting. The following areas were discussed:</p> <ul style="list-style-type: none"> • SEND pupils • SEND staffing across the trust • Strategic plan update – adaptive teaching and learning, the scaffolding framework, instructional coaching • Next steps in the development of the strategic plan <p>The CEO outlined the plan to provide opportunities to staff for professional growth. The Trust SEND Lead is currently working with the primary phase of</p>	<p>Ruth Ryan to provide national data in order for Trustees to be able to benchmark trust data.</p>

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	<p>the NIA to build capacity for leadership and is looking at the deployment of support staff in order that they are more effective as well as developing the curriculum to suit all children. Trust wide service level agreements have been established for speech and language and an inclusional SEND booklet created. The SEND review has also been adapted to include pupils with English as an additional language and pupil premium, as similar strategies will be used for these groups of pupils.</p> <p>Following a question from a Trustee around whether the trust has data to show how SEND pupils are achieving in comparison to the national average, to use as a baseline to measure the impact of strategies, the Trust SEND Lead responded that schools have data on SEND pupils and that the implementation of Arbor will assist with the availability of timely trust data. The Trust SEND Lead further outlined a recent visit to a trust in Nottingham to look at what data is captured and how it is used. It is hoped that a similar system using both qualitative and quantitative data will be rolled out across the trust in September.</p> <p>Following a question from a Trustee around the SEND register at each school and how secure the trust was in terms of identifying pupils with SEND needs, the Director of Education confirmed that the SEND register is checked as part of school reviews and all registers are secure.</p> <p>A Trustee asked whether the SEND Lead is assured that all SEND pupils have been identified and accurately captured. The SEND Lead responded that audits need to be completed in every school to ascertain that all children with SEND needs are captured on the SEND register. The Trust SEND Lead is currently forming relationships with the school SENDCO's in order to be able to have open and honest conversations around this. The CEO further outlined that the roll out of the Arbor management information system across the trust will assist with these assurances as central team staff will be able to access and report on the data for the whole trust. The Director of Education outlined that SEND provision is based upon the Assess, Plan and Review model and that historically, the NIA has not been effective at the assessment of SEND needs. Registers are now up to date and the school is aware of all children with additional needs and there is a move away from the 'nurture provision' towards the provision of quality first teaching for all.</p> <p>A Trustee offered to meet with the Trust SEND Lead outside the meeting to carry on the conversation around SEND.</p> <p>Following a question from a Trustee about whether the trust is still using a consultant for SEND, the CEO responded that capacity has been built internally and the work brought in-house for the implementation phase of the strategy. It is envisaged that an external consultant will support with SEND reviews.</p> <p><i>Governance Professional Note: Ruth Ryan left the meeting at 10.38am.</i></p>	<p>KW to visit trust schools to obtain an overview of SEND. GP to liaise and organise a date.</p> <p>KW and RR to meet for KW to obtain a greater understanding of SEND across the trust</p>
9.NIA Update	<i>Governance Professional Note: Katy Russell joined the meeting at 10.40am.</i>	

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	<p>The Director of Education provided a brief verbal summary of the current position at the NIA. Safeguarding is much improved and is effective, proven by some challenging complaints. The LA has visited the school and has been reassured by current processes and procedures. Behaviour has continued to improve, and routines and procedures have been refined and developed.</p> <p>The focus has turned to improving the quality of teaching and learning. A coaching strategy central to these plans has been implemented since the beginning of this academic year and will be further developed in September 2023, when additional funding will allow for an extra period of timetabled coaching a week for those requiring it. Staff have been encouraged to RAG rate themselves in a number of areas and coaching will be provided to strengthen identified areas of weakness. The new Headteacher has brought a calming and stabilising influence to the school. The Headteacher has managed to reduce the number of staff by efficiently timetabling lessons. Staff vacancies are being filled and leadership is being strengthened. An external consultant is running a leadership programme for middle leaders and senior leaders are receiving training in strategic leadership. Curriculum documentation has been improved and there is a developed curriculum for the whole school. A dedicated programme for PHSE is being taught although when questioned, pupils had gaps in knowledge, particularly around fundamental British Values which requires strengthening.</p> <p>The Executive Headteacher for Castle, Hardingstone and Stimpson will be offering behaviour support to the school through the behaviour hub at Hardingstone and will also support the primary phase.</p> <p>Data outcomes will be positive for the primary phase and more in line with the national average. Outcomes for GCSE's and A Levels will be below national average due to the problems with staffing turnover and gaps in curriculum knowledge.</p> <p>Following a question from a Trustee around the quality of teaching and learning and why if teaching is poor, are there no teachers currently on capability, the Director of Education explained that some teachers could have gone through a formal process, but the trust has chosen to give teachers training and support to improve. It is envisaged that in most cases, this will be sufficient to improve the quality of teaching. A further Trustee asked whether as a result of the restructure there is a risk that good teachers will decide to leave the school. The Director of Education outlined that the coaching model is designed to be supportive and outlined that in the past, teachers who have struggled have not been supported to improve. The CEO further added that a different culture and ethos is being created at the school which will assist in retaining good staff.</p> <p>A further Trustee agreed that staff should be given the opportunity to succeed and flourish but reiterated that the teaching at NIA needed to rapidly improve so that the next cohort of children achieve and asked how long it will be before clear improvement will be evidenced. The Director of Education outlined that</p>	

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	<p>a clear understanding will be reached by July and outlined that the new Headteacher is aligning the curriculum and assessment models to those at Prince William School which will allow the sharing of knowledge, resources and expertise and allow for benchmarking.</p> <p>A Trustee asked whether aligning the curriculum and assessment with Prince William School was a good fit for NIA as both schools are different in terms of context. The CEO responded that there may be some contextual elements which will need to be considered but that in terms of prior attainment, the two cohorts were very similar. The Head of Standards and Performance confirmed that there will be differences in the subjects offered to students but where the same subject is taught, the same exam board and curriculum will be used, which will lead to greater collaboration across the schools.</p> <p><i>Governance Professional Note: Rebecca Thompson joined the meeting at 10.58am.</i></p>	
10. Safeguarding Matters	<p>Rebecca Thompson from the Thompson team provided a copy of the presentation in advance of the meeting which was circulated to Trustees. The following items were discussed:</p> <ul style="list-style-type: none"> • MASH referrals – 29 referrals were made in Spring 2 across the trust. The focus of referrals has shifted from being around chastisement to domestic abuse and parental mental health. It was reported that the number of referrals is increasing nationally. • Part-time timetables – all students on part-time timetables have been reviewed. Thirty-eight students were on a part-time timetable in Spring 1 for predominantly mental health and SEND needs. • Children missing in education – the majority have come off role and all have been reported appropriately. • Mental health – total number of concerns is 134 across the trust. These figures were discussed in relation to national figures and EMAT is 3% lower. <p>The Chair gave thanks for the data and the oversight provided.</p> <p>Following a question by a Trustee regarding whether the Trust is doing enough for students in terms of support for mental health, Rebecca outlined the continuing and growing support, the progress on the website, the new mental health working party and the work being undertaken on developing a mental health policy.</p> <p>The CEO asked about children and how they like to identify themselves and how or whether as a trust this is communicated to parents. Rebecca Thompson</p>	

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	<p>outlined new imminent guidance due to be published and the Director of Education confirmed that an approach is currently being drafted.</p> <p><i>Governance Professional Note: Rebecca Thompson left the meeting at 11.12am.</i></p>	
11.Policies for Review	<p>The Intimate Care policy and the Anti-bullying policy were approved by Trustees outside the meeting on 27 April 2023.</p> <p>The following policies were due for approval:</p> <ul style="list-style-type: none"> • EMAT Careers guidance policy 2023-24 • Designated LAC teacher policy 2023-24 • EMAT Early Years Foundation Stage (EYFS) policy 2023-24 <p>Trustees voted to approve the above policies.</p>	
KS4/KS5 Mocks report	<p><i>Governance Professional Note: Simon Woodhouse joined the meeting at 11.13am.</i></p> <p>The presentation from Prince William School and the NIA was circulated to Trustees in advance of the meeting.</p> <p>Simon Woodhouse, Deputy Headteacher at Prince William School joined the meeting to give an update on the KS4/KS5 mocks. Progress was made at Prince William in between the two sets of mock examinations but not as much progress as seen in previous years. The grade boundaries from 2019 have been used to grade students. The progress figure has been impacted by eleven persistently absent students. The gap between disadvantaged students and non-disadvantaged students has slightly reduced and the school is working on this further. Concentrated work is being undertaken with those students who have a good attitude to learning but who have fallen behind. The pastoral team are working with another group of students to improve their attitude to learning and work is being undertaken with a small group of students to ensure they attend for the examinations.</p> <p>Unfortunately, there has also been a recent death of a student in year 11 at the school which has had an impact on the year group. The school has been offering pastoral support to those pupils affected.</p> <p>Attendance of the cohort is 2% higher than for similar schools and attendance at revision sessions has been good. The year group have not been impacted by the recent industrial action and have attended on all strike days with minimal disruption.</p> <p>A Trustee asked about revision session arrangements at the school and whether students were allowed to undertake independent study. The Deputy Headteacher outlined that students were in school full time until May half term following their normal timetables for revision sessions. After half term a revision timetable will be in operation but students will still be expected to be</p>	

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	<p>in school. Year 13 continue lessons as normal until just before half term when the timetable switches to a revision timetable and the use of study spaces.</p> <p><i>Governance Professional Note: Laura Ward joined the meeting at 11.30am.</i></p> <p>Year 13 data was briefly outlined and discussed. The value-added measure is being used to indicate progress and there has not been as much progress as in previous years. There was also a slight gap between boys and girls. Year 13 have been in school on strike days but specialist cover has been difficult to find if teachers were striking. The CEO asked how confident the school was with the current predictions. The Deputy Headteacher confirmed that final predictions will be collected by the end of the week but there is a feeling that the predictions are quite accurate and it is anticipated that results will not be quite as high as in previous years. For this cohort, their A levels will be the first exams taken as the GCSE exams did not take place during the pandemic.</p> <p>The Chair gave thanks to Simon Woodhouse for the presentation.</p> <p><i>Governance Professional Note: Simon Woodhouse left the meeting at 11.37am.</i></p> <p>NIA Update Laura Ward spoke about the NIA and outlined the significant work undertaken to ensure that the mock data is accurate and that mock exams were carried out in strict exam conditions. Results decreased from the Autumn term in many subjects apart from in Science and Modern Foreign Languages. Improvements and progress were made in these subjects since the last mocks in the Autumn term. English Literature is a weak subject and an external consultant has been employed to teach one of the texts and to upskill staff in the teaching of Shakespeare. A cohort of students able to pass English Language has been identified and the students have dropped English Literature in order to allow for additional focus on English Language. The school is targeting students where the most progress can be made with a number of interventions such as 3:1 tutoring, tailored timetables initiated. Year 11 attended school on all strike days with minimal disruption. There has been a focus on non-examined subjects to get the best possible outcomes for the students. A number of students are on early study leave receiving online tutoring at home as it has been decided that this would improve progress.</p> <p>The Year 13 prior data is based on teacher assessed grades which are slightly higher. There have been significant staffing issues for the Year 13 cohort and lessons have been re-timetabled to ensure that year 11 and year 13 have subject specialist teachers. There have been significant concerns around criminology and students have re-done the first non-examined assessment with agreement from the exam board, due to issues last year. Six weeks to success plans have been put in place and where they have been delivered well and supported by staff, individual students have improved grades. Strike days have been used for coursework and to deliver required practicals intensively. Careers and visitor talks have been used to shift motivation.</p>	

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	<p>Thanks were given by the Chair.</p> <p><i>Governance Professional Note: Laura Ward left the meeting at 11.48am.</i></p>	
<p>11. Statutory Assessments Update Primary</p>	<p>The data was provided to Trustees in advance of the meeting. The Head of Standards and Performance provided a brief verbal summary of the data and the comparison between the EMAT data and the national average. At KS2, Stimpson and the NIA are below the national average. The data included some children who are 'new to country' and will be disallowed. Castle was disappointed with the results but some lower data can be attributed to nine new children admitted into the cohort, with five starting since January 2023. Phonics results across all schools are pleasing. The majority of measures will be an improvement on the data from Summer 2022. Orchard data is potentially stronger than anticipated.</p> <p>The Chair gave thanks to the education team for the quality of papers and for the resulting discussions.</p>	
<p>12. Performance Reports</p>	<p>The performance reports were provided to Trustees in advance of the meeting.</p> <p>Following a question from a Trustee concerning the support received from the Local Authority with regard to exclusions, the CEO outlined that the services of the Local Authority as a whole have been reduced and this has impacted on the support received by families. The support received from West Northamptonshire is better than that received by North Northamptonshire as the team is more established. The team at West Northamptonshire has been very supportive over the last two years. EMAT are an inclusive trust and this means that sometimes the data is not at national average levels but the Trust aims to do the best it can for every child. The NIA is working hard to bring children back into school who currently attend an alternative provision and in time will set up an internal alternative provision at the school. A Trustee asked about whether the eleven complaints received had any common threads. The Head of Governance confirmed that they were concerning different areas.</p>	
<p>12. Items for next agenda</p>	<ul style="list-style-type: none"> • Invite Headteacher from Stimpson to attend the committee meeting. • Developments around change of leadership at Orchard Academy. • NIA – standing agenda item – update with progress. • Primary statutory assessment data – papers will be released closer to the meeting due to the later release of SATS results. 	
<p>13. Any Other Business</p>	<p>Please see confidential minute for discussion.</p> <p>There being no other business, the meeting closed at 12.00pm.</p>	
<p>14. Dates of Next Meetings</p>	<p>Dates for the academic year 2022/2023 have been set and distributed:</p> <ul style="list-style-type: none"> • Friday 21 July 2023 at 10.00am 	<p>Calendar appointments sent to EMAT</p>

Agenda item	Discussion	Action
		email addresses

The meeting closed at 12.00pm

Signed by Chair of Standards & Performance.....

Name..... Date.....

Actions from the EMAT Standards and Performance meeting – 09/05/2023

No.	Action	Owner
1.	Governance Professional to re-add the election of Vice Chair to the agenda for the next meeting and to again ask for nominations in advance of the meeting.	JP
2.	Ruth Ryan to provide national SEND data in order for Trustees to be able to benchmark trust data.	RR
3.	KW to visit trust schools to obtain an overview of SEND. GP to liaise and organise a date.	KW/JP
4.	KW and RR to meet for KW to obtain a greater understanding of SEND across the trust.	KW/RR
5.	Headteacher of Stimpson Academy to be invited to present to the next committee meeting.	JP