



Quality of Education Committee Minutes

Meeting	Quality of Education Committee	Where	Via Zoom
Date	Thursday 2nd July 2020.	Time	6.30 p.m.
Attendees	Paul Turner (PT); Louise Warren (LW, Director of Education); Chris Price-Smith (CP-S); Rev. Paul Walker (PW), Helen Turner (HT) Apologies: Clerk – Alexandra Molton		

No	Description
	Procedural Matters
1	Apologies for absence and acceptance/non-acceptance. PT welcomed the committee to the group. No apologies were sent to the meeting.
2	Declaration of personal or business interests. None were declared.
3	Minutes of the last meeting on 14th May 2020 and actions (circulated with the agenda). PW confirmed that he is now able to send a video assembly out to schools. He will send one to LW to use at Buckland. LW confirmed that the actions from the last meeting which had not taken place still have not progressed due to the Covid-19 pandemic. These actions are as follows: <ul style="list-style-type: none"> • LW to speak to the FCC LGB Chair about attendance levels amongst PPG children but expects that the new Head appointment at FCC will be taking action on this. • LW to confirm with the FAoS Safeguarding Lead how many teachers in each school are trained in Team Teach. • LW to contact schools where LAC reports have not been reported in the LGB minutes.
	Ensuring Accountability
4	Rapid Improvements Reports March data was reported last term and Phonics at WAT was showing a real improvement. The Y2 Phonics tests will not be taking place across the Country this year but it is possible that the school will carry out its own tests for the children at the start of the next academic year to assess the effectiveness of the work which has taken place so far. The children will be baselined at the start of the year too.

	<p>**This will be reviewed again and reported on at the Autumn QoE meeting**</p> <p>Phonics will be a focus for the Y2s in the next academic year across the Trust and particularly at Watchfield.</p> <p>Sally Robins from FIS is still supporting GW in her new Headship. The Deputy Head is back in school at this time which has made a positive difference. A permanent Deputy Head post will hopefully be appointed by December. The school is in a stronger position in terms of leadership and work will continue on this in the new academic year. The urgent issues which were raised in the Safeguarding review have now all been addressed.</p> <p><i>Will there be a common practice across all of the schools regarding Phonics when the children return to school? Will there be tests?</i></p> <p>LW: There will be some common practise but as schools use different phonics schemes there will be differences in how this happens. At the moment only L&F and SHR don't use the Read Write Inc. Scheme to deliver Phonics. Phonics screening is the most effective way for teachers to assess the current knowledge of the children across the Trust schools.</p> <p>The Trust is also collecting the Y6 data which has been passed to Secondary schools. Work is currently taking place to collate this to assess how many children were at the required standard for Reading, Writing and Maths across each of the schools.</p> <p><i>How will the KS3 sets be decided for those returning to school? Will their results at Y6 alter the groups that these children are placed into across this whole Key Stage?</i></p> <p>LW: There are currently no tests planned for these children when they start Secondary school but LW will contact the Head of Y7 to find out what their plan is for assessing needs on entry We have to rely on professional judgement to indicate where the Y6 children were in terms of their learning and work has been done to moderate this across the schools.</p> <p><i>What % of Y6 children have returned to school?</i></p> <p>Duncan Millard is just collating this across the Trust so this information will be available on Teams before the Board meeting next week. Levels are very variable across the Trust, and there will be an effect on those children who have not been in school at all when they return in September.</p>
5	<p>Curriculum Intent and Impact (with discussion needed about what Impact might mean next year)</p> <p>LW has pulled together Curriculum Intent Statements from across the Trust and they are variable in length and focus. There are common themes which reflect the core values of the Trust. The committee considered the Statements which had been provided.</p> <p><i>The committee questioned whether the curriculum intent provided by L&F was just the main strapline rather than all of their curriculum intent information, as it did not contain much detail.</i></p> <p>The Clerk checked the school website and confirmed that this contained much more information about the school's plans for their curriculum.</p> <p><i>Is there a way that there can be a consistent approach to the way that each school sets out this information?</i></p> <p>LW: This takes away from each school's autonomy in producing their curriculum as they see fit for their context.</p> <p>The AIT is putting in place an annual review of each school for next year, which will include peer review and an external individual who will help investigate the impact of the curriculum in each of</p>

	<p>the schools.</p> <p><i>Will the review be designed in such a way to check that knowledge is building over time, as per the new Ofsted framework?</i></p> <p>LW: The AIT will be visiting schools in Terms 1-4; L&F in term 1 and Buckland and JBL in term 2. This will give the committee impact data in order for them to judge and measure the progress of schools against their curriculum intent statements and how the children's knowledge builds through the school. LW has asked Heads to consider how these judgements will be made – likely to be qualitative judgements against the new Ofsted framework. The first of these reviews should be available by the first QoE meeting of the new academic year and this will be based upon what the children have learnt in the first term, as well as what they have retained from the previous years.</p> <p>Ofsted hope to be back to running inspections in the spring term. They will be sampling how schools are operating when schools return in September.</p> <p>LW felt that the FCC curriculum intent was particularly good; well designed and set out clearly. She advised the committee to see their website page.</p> <p><i>Are Ofsted inspections likely to change in the new year?</i></p> <p>LW: Yes to some extent; the guidance which has been sent out today which means that English and Maths will be the focus for the start of the new year. Schools have until Summer 2021 to rebuild the richness of their full curriculum from the initial focus on English and Maths, as is needed for each school.</p> <p>The importance of Link Governors and the significance of each Governor on the Board really knowing their school and their school website particularly well was highlighted. The Board will be encouraging Trustee visits when schools return and it is safe to welcome visitors.</p> <p>FCC will be allowed to offer some students in KS4 who struggle on their return to school to drop some of their foundation subjects in order to focus on securing good results in Maths and English. LW to speak to Mark Adams, KS3 leader about the school's intentions.</p> <p><i>The committee were concerned about those not currently studying at home or attending school dropping foundation subjects in order to focus on their Maths and English. Will a rigorous process be applied to try and encourage children to catch up if staff feel that they are able to?</i></p> <p>LW: The Government is providing some funding for tutors to help children to catch up and the school will do all that they can to help students to accelerate their learning. Unfortunately it is true that there are likely to be children who leave school with less GCSEs than they might have if they had stayed in school but the best case scenario for them is that they achieve at least English and Maths at a good level. The option to drop foundation subjects would not be taken lightly and the new Head, Phil Bevan, will be influential in making decisions relating to this. Staff would assess students on an individual basis and in consultation with them and their parents.</p> <p>Henry Bew can provide more information and LW will bring information on this to the Autumn meeting.</p>
6	<p>Assessment Update (brief)</p> <p>No assessments have taken place in the Primary schools this year but Y6 data should be available to bring to the Board meeting on 9th July. EYFS teachers will be assessing which of their children might have achieved GLD and passing this information on to Y1 teachers. Lots of work is going on at County level to ensure Y1 teachers understand how to incorporate elements of the Early Years curriculum into their teaching and planning for next year.</p>

	<p>KS2 data will be based on teacher assessment and tests from March data.</p> <p>GCSE and A level results will be published in August as usual but the results submitted by teachers may change depending on the national picture and statistical process applied by OFQUAL.</p> <p><i>The committee were concerned that the Government has announced that County may not be moderating for Early Years anymore.</i></p> <p>LW: Rollout of the new Early Years Foundation Stage profile and baseline will now be postponed until September 2021. The Trust moderate internally with an active Early Years team who meet each term but if this is no longer on offer from the County this would be more effective carried out in conjunction with other schools.</p> <p>Baseline data from the beginning of EYFS will be used in the future to measure progress to end of KS2 and KS1 tests will be removed.</p>
7	<p>Updates on AIT (Academy Improvement Team)</p> <p>Helen Cox has been appointed as SEND Lead for the Trust for 1 day a week. PW has met with HC and had a very positive meeting; they will be meeting again in October.</p> <p><i>Going forward can the Trust put more pressure on OCC to take action on those children whose needs are not being addressed?</i></p> <p>When LB was appointed as lead of Safeguarding for the Trust she was seen with more gravitas externally as she was representative of 8 schools and the Trust is hoping this will be the same for HC in terms of SEND.</p> <p>Greg King has been appointed for 1 day a fortnight to develop the Computing curriculum in the Primary schools.</p> <p>Rebecca Cooper has been appointed 1 day a week as Lead Practitioner to focus on KS 2-3 transition, especially for PPG and SEND children.</p> <p>Laura Wright has been appointed as Family Worker for the Trust which is a 1 day a week post. She will provide family support and lead parenting courses for the Trust.</p> <p>PT suggested adding a standing item on the agenda for Safeguarding and SEND so that HT and PW can report on this if they need to.</p> <p>ACTION: AM to add this to future agendas.</p>
8	<p>Learners First Action</p> <p>LW has updated the document to show where progress has been made – green for where these have progressed and yellow to show that the objective needs to carry forward to next year. In conjunction with the Strategic Plan this shows the plans and focus for next year. The areas for focus next year are:</p> <ol style="list-style-type: none"> 1. Ensure seamless continuity for all year groups in their return to school, adapting the curriculum as necessary and ensuring accurate assessments to take each child forwards from their starting point to the academic year. 2. Establish and begin to embed the PP strategy across the Trust, improving outcomes. 3. Embed the use of FFT Aspire across all schools to evaluate, target set and track pupil progress. 4. Improve the quality of provision and outcomes for SEND pupils. 5. Support Primary schools in providing highly effective phonics teaching.

	<ol style="list-style-type: none"> 6. Embed research led approaches at the heart of developments across the Trust, using research leads / teams in each school to pioneer this. 7. Support schools in establishing the new Reception baseline so that it supports learning. 8. Improve continuity and cohesion in curriculum and pedagogy between KS2 and KS3. Establish a 3-18 educational vision and strategy. 9. Work with Curriculum leads, Head teachers and Subject leaders to ensure each school's curriculum is sequenced so that knowledge is remembered and builds over time, to include developing the computing curriculum in particular 10. Curriculum Enrichment Leader to develop and enhance programme of interschool collaboration. 11. Support schools expecting Ofsted inspection during the academic year. 12. Provide an annual peer review for each school which supports their self- evaluation and school improvement planning. 13. Establish a Mental Health and Well-being strategy across the Trust which supports pupils to be positive, resilient and ready to learn. 14. Work with new Head teacher and Director of KS5 to review curriculum offer and expand sixth form. <p>ACTION: LW to send a draft character map to the committee to show children's' development through their 3-18 journey.</p> <p>ACTION: FFT Aspire to be added on to the autumn meeting agenda. All schools are now using the same system.</p> <p><i>Are we accelerating number 13 due to the impact of Covid-19?</i></p> <p>LW: Schools have been left to decide on this for themselves. Schools have not currently increased resource here but the focus next year will be on supporting whole classes and in particular individual pupils who need extra help in being back in school. LB was supposed to be supporting work on this over this year but this has been carrying out crisis management with Safeguarding over the last three months.</p> <p><i>Is there an increase in pastoral care support from church schools to our pupils?</i></p> <p>PW not aware of any extra resource being made available here. The committee agreed that there has not been a large amount of pastoral support made available to schools or pupils. It is unclear what the picture will be for this from September and what church volunteers will be able to do in terms of getting back into schools. PW agreed there are other opportunities for this support to be provided but many of the volunteers involved in church groups are elderly or in the more vulnerable groups so they have been shielding.</p> <p>ACTION: PW to raise this at the Deanery meetings and ask for suggestions on how they could engage more with schools in this way.</p> <p>LW suggested that this could also be put forward further in school newsletters. LW will speak with CM and JS about adding something into the school newsletter to extend a hand to the Church school communities in this way.</p> <p>CP-S confirmed that there has been an increase in demand for chaplaincy support during the lockdown period.</p>
	Strategic Matters
9	<p>School Planning for the rest of Summer and involvement of further year groups.</p> <p>DM is collating data on those children who have returned to school and how many staff are</p>

	<p>currently in school. There has been limited provision for year groups other than Reception, Year One and Year 6, but most children have been able to return to outside spaces to meet with their classmates and prepare for a return in September.</p> <p><i>Will the impact of visiting the school for one day will be more detrimental to younger children?</i></p> <p>LW: No, as children have been prepared at home for the changes in school and it is important to have that social connection with the children before they are on holiday for 6 weeks. It reminds the children that their school is a happy place and helps to get them excited about the year ahead.</p> <p>The group agreed that big thanks were due to the Headteachers and all staff who have worked tremendously hard over the last three months to keep children educated and safe, as well as trying to organise their schools to be safe for staff and children who have needed to attend.</p>
10	<p>September and beyond</p> <p>Although schools will have to extend their provision to include all children, handwashing is likely to be the biggest challenge in September when all children are expected to be in school and washing their hands on arrival, before they go home and frequently during the day. Schools will need an adapted risk assessment from the one created for this term. Schools may consider hiring mobile sinks in order to provide more opportunities for handwashing. The alternative is using hand sanitiser.</p> <p>Attendance and school transport will also be a huge area of work for schools in the new year. Work will take place on curriculum planning and logistics over the summer.</p> <p>Schools have also been informed to have remote learning ready to go in September in case of local or school lockdowns. The Trust is looking at Google classrooms to use across the Trust in all schools.</p> <p><i>Will there be fines for children not attending school in September?</i></p> <p>LW: Each school has a policy for dealing with this which is an adapted Academy policy based on the model OCC policy but schools really only use fining as a last resort.</p> <p><i>Should the Board release a statement on this?</i></p> <p>LW: This would be difficult as each school knows the context and circumstances behind non-attendance.</p> <p>ACTION: LW to send Attendance policy to committee.</p> <p>ACTION: PT to ask at the Board meeting next week whether there will be some Trust statement on attendance for schools to refer to.</p>
11	<p>OFSTED Risk Assessment on schools update</p> <p>Updates to the previous report have been highlighted in green.</p> <p>There is a slight decrease in capacity at BUC due to a maternity leave, SCITT and change in admin staff.</p> <p>Excellent progress at FIS against their targets.</p> <p>There is a newly appointed Deputy Head at FJS and excellent Headteacher who is making a big difference. Leadership is strong.</p> <p>WAT have moved forward against their targets and with a substantive Head in post and SR coaching, leadership is strengthening.</p> <p>JBL capacity potentially down as two staff are not currently at school and there are some challenging</p>

	<p>behaviours to be managed amongst the students.</p> <p>SHR capacity is up and they now have a strong staff team. The Headteacher has now settled well into the role and is contributing more to the development to other schools in the Trust.</p>
12	<p>Review Terms of Reference</p> <p>Strategic priorities and leads to be replaced for the next year.</p> <p>ACTION: Clerk to pull together the information needed for each term and update the strategic priorities and send to LW and PT for confirmation.</p> <p>PT asked for the key messages for the Board meeting next week:</p> <ul style="list-style-type: none"> - Impact of Covid-19 and data - How many children have gone backwards in their learning whilst at home - Schools' key job is to baseline the children to identify and fill the gaps as necessary - Pastoral needs of staff are being met, including emotional support for Headteachers - Measure of curriculum intent through reviews next year - Trustees to look at their schools and get to know them better. - New appointments have been made in the AIT and the team are prepared to get going with the Learners' Improvement Plan in September.
	Conclusion
13	<p>Any Other Business (please notify the Chair before the meeting).</p> <p>CP-S asked if it would be helpful to move the committee meetings earlier to reflect the changes proposed in moving the Board meetings to earlier in the evening. The committee were happy to do this.</p>
14	<p>Future meeting date arrangements.</p> <p>Next meeting on 5th November 2020, 4.30pm, either in person or via Teams.</p>