

Swift Academies

Success will inspire future triumphs

Standards Committee

4:30pm, Wednesday 12 June 2019

Hurworth School, Croft Road, Hurworth on Tees, Darlington DL2 2JG

MINUTES

Present: (Directors)	Dean Judson (Chief Executive Officer), Derek Bell (Chair), Rita Rees
In attendance:	Nicholas Lindsay (Head of School, Longfield Academy) Nichola Peaker (Head of School, Hurworth School) John Armitage (Head Teacher, The Rydal Academy) Tracey Curtis (Governance Partner, Avec Partnership)

Item	Description of Discussion	Action
1	<p>Welcome, introductions and confirmation that quorum present</p> <p>The Governance Partner confirmed that a quorum was present. The Scheme of Delegation for Swift Academies stated that <i>the quorum for each of the committees was three voting directors</i>. Three Directors were present.</p>	
2	<p>Apologies for absence and their acceptance</p> <p>It was reported that apologies for absence had been received from Keith Bernstone and Sam Jameson.</p> <p>Directors RESOLVED that the apologies for absence were accepted.</p>	
3	<p>Notification of items of urgent other business</p> <ul style="list-style-type: none"> items that the Standards Committee of Swift Academies regard are of sufficient urgency to warrant consideration at the end of the agenda <p>No items of urgent other business were notified.</p>	
4	<p>Declaration of personal or pecuniary interests</p> <p>a) complete / review the Register of Interest</p> <p>Directors and those present were reminded that they should complete the Register of Interest to declare any relevant business or pecuniary interest and close family relationship between members or Directors and/or members or Directors and employees. A register should be</p>	

completed annually and updated during each academic year where circumstances change.

- b) to declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting
Directors and those present were reminded that they should declare any personal or pecuniary interest in any matters arising from the agenda of the current meeting. No declarations of interest were received.
- c) complete / review the Automatic Disqualification Declaration
Directors were informed that the Charity Commission automatic disqualification rules had changed with effect from 1 August 2018. New reasons for disqualification included being in contempt of court, being named under particular anti-terrorism legislation or being on the sex offenders register.
- d) Code of Conduct
Directors were reminded that the Board of Directors of Swift Academies had approved a Code of Conduct for Directors in March 2018. The Code of Conduct should be signed by Directors to confirm they will undertake to abide by the Code of Conduct for Directors across Swift Academies.

The Governance Partner reported that a Register of Interest, Automatic Disqualification Declaration and Code of Conduct had not been received from Jim Marshall during the current academic year.

Directors RESOLVED that the Register of Interest, Automatic Disqualification Declaration and Code of Conduct should be completed as soon as possible and returned to the Governance Partner.

Governance
Partner

5 Approval of minutes / review of actions / matters arising

- **Standards Committee, Wednesday 27 February 2019**
Draft minutes of the Standards Committee meeting of Swift Academies held on Wednesday 27 February 2019 had been circulated to Directors prior to the meeting. A copy would be retained on file.

Directors RESOLVED that the minutes of the Standards Committee meeting of Swift Academies held on Wednesday 27 February 2019 were approved as a true and accurate record of the meeting and should be signed by the Chair. The Trust Business Manager would retain the approved signed minutes.

Chair / Trust
Business
Manager

6 Hurworth School

- a) Head of School Report
- b) Education Development Partner (EDP) visit report (Summer Term 2019)
- c) School Improvement Plan and Self-Evaluation Document

The Head of School Report (Hurworth School), including the Chief Finance Officer and Trust Business Manager Report, EDP visit report (Summer Term 2019), School Improvement Plan and Self-Evaluation Document had been circulated to Directors prior to the meeting. A copy would be retained on file.

The Head of School (Hurworth School) presented to Directors and those present the content of the circulated Head of School's report, drawing attention to the summary of change within each section, as follows:

Pupil Numbers

The Head of School reported that the secondary allocation day for September 2019 was 1 March 2019 and that after 35 appeals in May 2019, the final number of pupils to be admitted to Year 7 at Hurworth School in September 2019 was 137 (including 12 Looked after Children). This is above the Pupil Admission Number (PAN).

Pupil Exclusion Levels

The Head of School reported that permanent exclusions continue to be below national but other exclusions are still high. Changes to the systems and procedures within Student Support have been implemented over the course of the year and the rate at which exclusions are occurring has decreased. Further structural changes are planned for the 2019-2020 academic year to further support this process.

Attainment

Directors were informed that recent GCSE examinations had gone well and the school is predicting a positive Progress 8 score at the end of Summer Term 2019.

Performance in Science remains an area to monitor: current predictions are higher than at the same point in the previous academic year and it is believed that support plans are paying dividends.

Recruitment to EBacc remains below national levels but an upward trend was reported for the next cohort. Directors were reminded of the Government targets for EBacc: 75% of pupils expected to take a combination of subjects to achieve EBacc by the end of 2022.

Financial Management and Governance

Directors were reminded that opening reserves at September 2018 were £88k: the current in-year forecast was a deficit of £13k. However, with one-off capital funding and MDIF allocations the reserves were forecast to be £130k in August 2019. Directors were informed that supply and staffing costs had been higher than anticipated.

Quality Assurance

In light of the most recent EDP report and the forthcoming new Ofsted framework, the main focus of the school's activities during the forthcoming academic year will be embedding and monitoring Teaching and Learning strategies.

SEN

The Head of School drew Directors' attention to the circulated Head of School report for information in respect of the latest SEN register (April 2019).

Health & Safety

Directors' attention was drawn to the circulated Head of School's Report for information in respect of accidents. The Head of School explained that an ambulance had been called on ten occasions for one pupil who experienced regular seizures.

HR: staff absence

The Head of School reported that staff absence had increased but that this was due to two members of staff with long term absence (more than four weeks).

Questionnaires

The Head of School reported that no comments had been added to Parent View during the current academic year. An alternative method of gathering pupil views had been successfully introduced with 117 responses received to date compared to 24 at the same time in the previous academic year.

Education Development Partner (EDP) Report

The EDP report had been shared with Directors prior to the meeting. A copy would be retained on file.

The Head of School discussed with Directors the content of the circulated EDP Report and explained that the focus of the EDP visits was decided by the Senior Leadership Team at Hurworth School.

Directors' attention was drawn to the circulated EDP report for information in respect of 'Points to Action':

- the Science Department needs to develop a crib sheet that identifies patterns and trends in pupil performance for all pupil groups, this needs to be dovetailed with the implementation of "Crib sheets" for Middle Leaders and TLR holders
- the school needs to strengthen some Teaching & Learning strategies, such as in Science, where issues were identified in the Spring Review with regard to the use of questioning, differentiation and missed opportunities to assess in lessons

Directors RESOLVED that the content of the circulated Head of School's Report and information presented was noted.

7

Longfield Academy

- a) Head of School Report (attached)
- b) Education Development Partner (EDP) visit report (Summer Term 2019)
- c) School Improvement Plan and Self-Evaluation document

The Head of School Report (Longfield Academy), EDP visit report (Summer Term 2019) and School Improvement Plan and Self-Evaluation Document had been circulated to Directors prior to the meeting. Copies would be retained on file.

The Head of School presented to Directors the content of the circulated Head of School Report, drawing Directors' attention to the following specific areas contained in the report:

Pupil Numbers

Governors were reminded that the pupil admission number (PAN) for Longfield School is 180 per year group. The allocation for September 2019 had indicated 187 pupils to be admitted to Year 7.

Exclusions

Directors were informed that permanent exclusions were above the national average. Directors' attention was drawn to the circulated Head of School Report for information in respect of the number of permanent exclusions over time. The majority of permanent exclusions in 2018-2019 were for persistent disruptive behaviour (8 pupils).

Attendance

The Head of School's Report contained information in respect of attendance. The Head of School confirmed that pupil attendance was improving and that the Welfare Team had worked hard to establish systems to ensure that pupil attendance improved.

The Head of School commented that the school remains in a transitional phase of a new Discipline Policy which would lead to sustainable improvements over time. Achievement points and attendance rates are pleasing. Rates of pupil mobility, internal and external exclusion remain high. The number of pupils who access alternative provision is to be reduced significantly.

Attainment and Progress

It was reported that there are major improvements in current validated data which may result in a Progress 8 score circa -0.30. This would be classified as below average rather than very below average. A major improvement model is to be introduced at the end of June 2019 to reach 'flat zero' and beyond by streamlining and improving target setting, tracking and assessment models across departments.

Curriculum Planning

The Head of School reported that curriculum planning over the course of the next few years would need to take account of the Government targets for EBacc. Pupils are expected to take a combination of subjects to achieve EBacc.

Quality Assurance

The Head of School reported that Longfield Academy was currently believed to be 'Requires Improvement'; the Senior Leadership Team were now implementing a suite of systems, policies and procedures that would enable them to move to the top of the 'requires improvement' and achieve a good judgement, based on Ofsted criteria in the optimum period of time.

The Head of School reported that Longfield Academy had volunteered to participate in two Local Authority audits: Differentiation, Welfare and Safeguarding. Local Authority Officers had praised the ethos and atmosphere of Longfield Academy, HR and safer recruitment practices and pastoral RAG meetings during the inspection, commenting that it was one of the best examples of welfare collaboration they had observed in a school. Safeguarding and Welfare arrangements were confirmed by the Local Authority Officers as excellent.

Education Development Partner Report

The Head of School discussed with Directors the content of the Education Development Partner Report and drew Directors' attention to the report for information in respect of the development of Middle Leaders.

School Improvement Plan and Self-Evaluation Document

The Head of School informed Directors that the Self-Evaluation Form for Longfield Academy was currently being developed by the Senior Leadership Team and that an overview would be provided at the next meeting of the Standards Committee of Swift Academies.

Directors RESOLVED that the content of the circulated Head of School's Report and information presented was noted

8

The Rydal Academy

- a) Head Teacher Report
- b) Education Development Partner (EDP) visit report (Summer Term 2019)
- c) School Improvement Plan and Self-Evaluation Document

The Head Teacher Report (The Rydal Academy), EDP visit report (Summer Term 2019) and School Improvement Plan and Self-Evaluation Document had been circulated to Directors prior to the meeting. Copies would be retained on file.

The Head Teacher presented to Directors the content of the circulated Head Teacher's report, drawing Directors' attention to the summary of change within each section:

Pupil numbers / attendance and exclusions

The number of pupils on roll continues to rise year on year, although 64 surplus places remain. Nursery places are reduced when compared to the previous year due to a drop in birth rate in the local area and surplus places have increased due to the nursery expansion.

Reception transition

The primary school place allocation day for September 2019 was 16 April 2019: appeals are to be held in June and July with the final number of pupils who will be joining the school in September 2019 confirmed. There were 65 applications in total for admission in September 2019 (25 below the pupil admission number for The Rydal Academy).

In-year mobility

Although it is not a legal requirement all pupils who have left the country and no confirmation of a place in another school is confirmed are reported as Child Missing in Education (CME), there have been 8 to date. 12/32 in year transfers have been to other Darlington schools with 20/30 being children moving out of the Local Authority. 7/12 in Darlington transfers were in Y1, this will be monitored for any patterns going forward.

Attendance

It was reported that projections indicate that annual attendance would continue to improve towards national averages: current year attendance (with the 'T' (travelling) code removed), stands at 95.8%. Of the 102 children on the persistent absentee list from summer 2018, 67 children are still on roll, 79% have improved their attendance, 52% are no longer persistent absentees and 10% have improved to above the national average. Low attendees attain less well than the cohort as a whole. Nursery and Reception who are not statutory school age continue to be targeted in order to develop good habits. Punctuality is also a

current focus. Previous target groups were: English as an Additional Language (EAL) which has increased by 2.33% and Special Educational Needs (SEN) attendance which has improved by 11.6% Traveler families will remain a focus during Summer Term 2019 due to migration patterns.

Pupil exclusion

Permanent and Fixed Term Exclusions remain low and in line with previous years. Internal Exclusions are currently on track to be high against previous years due to a no tolerance approach to aggressive behaviour and a small minority of pupils with continued disruptive behaviour. One pupil has access to alternative education and is spending afternoons at Clifton House (Local Authority approved and part of Darlington Pupil Referral Unit provision) as part of a support programme put in place by the Local Authority following exclusion from a previous school. One pupil was permanently excluded in the current academic year.

Attainment and progress

Early Years foundation stage

Current projections for 2019 for Good Level of Development (GLD) are back in line with 2016 and 2017. Projected growth is more than double the national average and would reduce the attainment gap by 28% from the Reception Baseline. Growth for Disadvantaged pupils remains consistent over time significantly closing the attainment gap.

Year 1 / Year 2 phonics

Year 1 phonics outcomes are projected to continue to track just below national averages; no gap exists between Disadvantaged and Other pupils; Stability pupils are projected to outperform Mobility pupils and be in-line with national averages. Year 2 phonics outcomes are projected to continue to track just below national averages; no gap exists between Disadvantaged and Other pupils; Stability pupils are projected to outperform Mobility pupils and be in-line with national averages.

Key Stage 1

Projections indicate attainment will continue to be below national averages for expectation+ and in line for Higher Level. From starting points growth is three times the national average at The Rydal Academy. Stability pupils are projected to outperform Mobility pupils. Disadvantaged pupils are projected to underperform against Other pupils, no gap has existed in previous years and growth from Reception baseline is in line with all pupils.

Key Stage 2

Current projections for Key Stage 2 progress are below national average but within floor targets (Reading -5, Writing -7, Maths -5) Conversion rates of Prior Middle Ability Pupils have been a key focus.

Attainment is projected to be significantly below national averages; Disadvantaged pupils are projected to be outperformed by Other pupils; Stability pupils are projected to significantly outperform Mobility pupils.

Current cohort projections

Attainment against national averages continues to be a key focus for all year groups. In Reception growth is double the national rate; in Year 1 and Year 2 growth is treble the national rate and the gap to national attainment is closing considerably from Reception Baselines. Writing continues to have the largest gap to national, the School Improvement plan details actions; but Reading remains the key intervention focus for the school as improved comprehension and vocabulary will also support areas for development in pupils writing such as spelling, grammar and breadth of language.

Curriculum

Subject leaders were reported to have completed action plans and impact reports for their respective subjects in a new format which focuses on the impact of actions and progression within the curriculum.

Audit ratings

All areas have been re-graded to Good rather than Outstanding (or Good and rapidly Improving – Outcomes for pupils) against the current Ofsted framework, due to current data projections across the school being low against national averages and therefore not evidencing the impact of the wide variety of outstanding provision and systems on offer across the school on pupil outcomes. The draft Ofsted framework for September 2019 may allow the school to re-grade some areas as Outstanding due to the focus moving more towards provision rather than being so heavily weighted towards outcomes.

Education Development Partner Report

The Head Teacher provided Directors with an overview of the latest Education Development Partner visit to The Rydal Academy and the following focuses were discussed:

- Reflect on the best way to record children's work in Science and foundation subjects to demonstrate progress in the subject and link learning
- To reflect on how assessment is done in all foundation subjects – is the current way the most effective and efficient?
- Consider how best to prepare the older children in the IMPS provision for the next stage of their education.
- Ensure class teachers are clear about the progress their children are making and continue to have opportunities to discuss with IMPS staff.
- To use external support to help leaders with reviewing the effectiveness of the provision.
- To develop the skills of all middle leaders (including all subject leaders) in evidencing why they have taken certain actions, what the impact has been on children's learning and progress and how will this affect their future actions?
- The development of crib sheets for use by SMT, Subject Leaders, TLR holders etc. during external monitoring visits.

Special Educational Needs (SEN)

The number of pupils with Education, Health, Care Plans (EHCP) continues to rise while the number of pupils receiving SEN Support as a proportion of school roll has also increased on previous years.

Safeguarding

A Local Authority Safeguarding Officer audit of safeguarding took place during March 2019 with an overall green RAG rating and examples of good practice identified. All staff and Governors have completed Level 1 Safeguarding and HSB training. Teaching and learning staff have completed online safety accredited training.

Staff views

Staff understanding of the effectiveness of Governors / Directors is a focus area, this was reported to be in part due to current data being collected during the period of migration to Swift Academies. Perceptions of work-life balance are also a potential focus area.

HR

Lunchtime Support Assistant (11.25 hours per week)

- appointment made, post taken up during Summer Term 2019

Catering Manager (30 hours per week)

- appointment made, post to be taken up during Summer Term 2019

Data Manager (8 hours per week)

- appointment made, post to be taken up during Autumn Term 2019

Pupils views

Children's perceptions of their happiness at school, understanding of their progress, appropriateness of homework and likelihood to recommend the school to a friend have all shown growth from the previous year. Behaviour scores low against other areas and will be discussed in pastoral assemblies. A sign language club is to be introduced from September 2019.

Parent views

Parents views are very positive. Appropriateness of homework remains the lowest scoring area despite a change of policy, the new policy will continue to be advertised by the school.

School Development Plan

The Head Teacher drew Directors' attention to the School Development Plan and information in respect of cohort analysis, attainment, teaching and learning, attendance, PSHE pilot, leadership and management and early years.

Directors RESOLVED that the content of the circulated Head Teacher Report and information presented was noted.

9

Chief Executive Officer

- a) Chief Executive Report to Local Governing Body
- b) Scheme of Delegation
- c) Trust Development Plan

The Chief Executive Officer's report, Scheme of Delegation and Trust Development Plan had been shared with Directors prior to the meeting. A copy would be retained on file.

The Chief Executive Officer reported to Directors the content of the circulated Chief Executive Officer's report, drawing particular attention to the following:

Trust Development Plan

Directors were informed that the Trust Development Plan had been reviewed and updated by the Executive Leadership Team. The revised Plan would be submitted to the Board of Directors for review and approval at the next meeting planned to take place on Friday 12 July 2019.

Directors were informed that Trust-wide meetings had been established across subject areas with termly meetings, for instance curriculum planning, teaching and learning, attendance, timetable, exams, target setting, tracking, safeguarding, SEN and site staff.

Scheme of Delegation

The Scheme of Delegation is retained as a standing item on Local Governing Body and Directors' meetings to ensure that it is reviewed and continues to be fit for purpose. No changes were proposed to the Scheme of Delegation.

Internal Annual Trust Review

The Chief Executive Officer reported that as part of the Trust's strategic governance support, a self-evaluation review of Swift Academies to reflect on the effectiveness of governance arrangements across the Trust would take place in Summer Term 2019. Trustees and Members had been asked to complete a survey: interviews with stakeholders would take place on Wednesday 26 June 2019 and a report presented at the Board of Directors' meeting planned for Friday 12 July 2019 and to Local Governing Bodies in Autumn Term 2019.

Directors RESOLVED that the content of the circulated Chief Executive Officer Report, Scheme of Delegation and Trust Development Plan and information reported was noted.

Concluding items

10 Items of urgent other business

No items of urgent other business had been notified.

11 Approval of documents for inspection

Directors RESOLVED that the agenda, approved minutes and supporting documents be made available for public inspection with the exception of information concerning identifiable pupils and/or teachers.

12 **Dates, times and venue of future meetings**

A draft schedule of meetings (2019-2020) across the governance structure of Swift Academies had been shared.

Directors RESOLVED that the content of the draft 2019-2020 meeting schedule was noted.

The meeting closed at 6:00pm.

These minutes were approved by the Standards Committee of Swift Academies as follows:

2/10/2019(date)

signature (Chair):



name: KEITH BARNSTONE

