

Alexandra School

Minutes of Local Advisory Board Meeting Held on Wednesday 21st February 2018 at 7.00pm

Community Members

*Sue Stalley (SS) Chair
*Barry Nolan (BN)
+Peter Horne (PH)
*Temple Rogers (TR)
+Graham Henson (GH)

Staff Members

+Elena Burns (EB)
* Simone Wright (SW)
*Sophia Gordon (SG)

In attendance:

Ivan Talbott (AHoS)
Ian Jentle

Parent Members

* David Hamilton (DH)
(Vice Chair)
* Anand Pajpani (AP)

Headteacher

*Perdy Buchanan-Barrow
(PBB)

Clerk

*Zareena Ullah (ZU)

* denotes present

+ denotes absent with apologies received and accepted

- denotes absent no apologies received or accepted

1. Declaration of interest – None

2. Welcome to Ian Jentle – SS welcomed Ian to the meeting. Ian introduced himself and his role. He is member of the Board of Trustees and Local Advisory Boards (LABs) fall within his remit. He is also a member of the LAB at Sunshine House. Everyone introduced themselves and their role.

3. Minutes of previous meeting and matters arising

- How the change in governance structure is going to be communicated to parents. PBB has drafted a letter to parents today which explains the changes. The letter will be sent out next week.
- BCF – this has been tended to by Kevin. SS thanked Kevin for the work done.
- Alexandra website – the changes suggested by the LAB have been made.
- Friends of Alexandra – no one has volunteered to manage this account yet. A former pupil Adam Mulcaire has donated £500 to the school. Adam won a £1000 prize for a speech he wrote and delivered to 500 members of Community (a workplace Union). Adam spoke about his learning difficulties and how Alexandra School helped him cope with them. We are hoping to get Adam to come into school to present the cheque and also to ask if he has any suggestions as to how we should spend it.

The minutes were agreed and ratified

PBB

4. Headteacher's Report

- SDP was ragged in December. Eight out of ten targets were green. Two targets were ragged amber:-

To become a trauma and attachment aware school - A speaker from PAK UK delivered training to staff on adoption and attachment and that has helped put this target back on track.

To restructure the leadership and development of the curriculum- Curriculum has gone back to LMT in light of Gemma Cole leaving. The new structure of 5 curriculum teams is working well in some cases but not as strong in others. Some teams will be reorganised. **BN** asked if we were ragged termly. **PBB** said yes. **BN** asked if the curriculum teams were made up of teachers only. **PBB** said LSA's are also in the teams.

- School Management Information (SMI) (see report) – The Academy schools have been asked to produce this information on a termly basis so that comparisons can be made within the academy, in the local area and nationally. **PBB** went through the data. **TR** asked how the information on the SMI would benefit the school. He said this information could be viewed in a negative way. **BN** said that the information would not be used outside the school. **BN** added that these are not performance indicators, it is about understanding the numbers, comparisons can be made where necessary and information can be shared.

IJ stated that we should not miss the potential of sharing information. Some information may be of value to other schools.

DH said given that we were Ofsted outstanding at the last inspection, he would have thought that Ofsted would have stepped back. **PBB** stated that we are due an inspection in March 2019, 3 years after our last one. She added that we will plan to be ready for March 2019.

TR said he admires the fact that we are always ready to improve whether that be the SDP or something else, we always want to do better which is good.

LAB Focus

- To create a clear structure and timetable of whole school CPD – LMT have mapped out the annual training needs of the school and created a timetable which distributes these across the school year. The timetable is based on 11 weeks per term. Three training opportunities are available each week; half the sessions will be used for meetings. The aim is to balance formal meetings with class team time and individual time. LMT feel that creating a timetable ensures there is an intentional school and staff development offer, together with time for staff to fulfil other commitments that remain core to their role.

PBB said we need to build in time for feedback from training. **BN** asked if the CPD portal could be used for feedback. **PBB** stated it could however face to face feedback is better because questions can be asked.

- To streamline and develop our assessment practices -

PBB said we need to ensure we are moderating working with other schools otherwise we may become too insular. Colleagues from a mainstream nursery are coming to do EYFS moderation. Also West Lodge and Pentland Field are coming in to look at maths and the writing task.

We will embed the use of Classroom Monitor across the school. Teaching staff will be able to describe pupil progress more accurately and when pupils move onto new classes, the information will go with them. The new teacher will see exactly

what level the child is at and teaching can be pitched at that level.

SW gave a demonstration on how Classroom Monitor works.

IJ asked SW if Classroom Monitor had a positive or negative impact on her time management. SW said although initially it takes time to set up, once done, it takes less time to input targets.

5. Safeguarding Report - IT went through the report.

6. Facilitated discussion – SS asked how the LAB could contribute to the areas discussed tonight.

- AP said he is keen to work on parent testimonials.
- SS is interested in looking at Classroom Monitor particularly after we have had the moderation visits from the other schools. SS agreed to come in on 12th March 2018.
- DH expressed an interest Science. PBB suggested he could come in and look at the curriculum groups with a focus on science.
- TR will get back to PBB.
- BN is interested in the LSA group. He had a BOT responsibility for LSA liaison. PBB will speak to him about how the LAB could support the LSA group.

AP

SS

DH

TR

PBB

7. AOB

- DH asked if LAB members could still do class visits. PBB said yes.
- AP wanted to know how the parent LABs incorporate feedback from other parents. PBB said if parents had an issue, she would hope they would come directly to staff. The role of the parent LAB member should be clarified in the letter being sent home about the change in governance. AP asked whether as a parent LAB member, he was representing solo views or the views of all parents. BN stated he would be representing his own views.

Meeting closed at 8.35pm.

Date and time of next meeting – Wednesday 9th May 2018 at 7pm

Signed..... Chair of Local Advisory Board

Dated.....

