

Alexandra School

Minutes of Local Advisory Board Meeting Held on Wednesday 9th May 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)

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. Minutes of previous meeting and matters arising

- Adam Mulcaire came into school and presented his cheque for £500. He said he wanted the money to be spent on something sensory or musical.
- Facilitated discussions: - AP is working with PBB on parent testimonials. SS came in when the moderation visits with other schools took place. She said it was very interesting and confirming to see how the work samples from all the schools involved in the moderation showed agreement between teachers in the judgements made. DH sat in on science lessons in Venetian and Emperor Geese and said they were extremely good. He will be visiting Goslings during a science lesson next week. PBB and BN have not yet had time to meet about the LSA group but have a date arranged for this now.

The minutes were agreed and ratified

3. Headteacher's Report

- **Permission for France week** - PBB said 4 adults and 11 pupils will be going to France this year. Three families are not sending their children, 2 on health grounds and 1 not willing. Risk Assessments will be adapted to the children who are travelling. The LAB endorsed the trip.
- **Permission for Camp/Outdoor Adventure Week** - All the school will be camping together (Reception – Year 5) at Chalfont Heights. Pupils will have the Friday off to rest and recover. DH asked how we coped with 1st Aid. PBB said

we have numerous staff who are 1st Aid qualified. The LAB supported the week.

- **School Development Plan** – 9 out of the 10 targets were ragged green in the Spring Term. **Pupil progress target was ragged amber**. This was mainly due to the change in the mid-year review process to Classroom Monitor. Some processing errors were identified and it was also recognised that some staff using Classroom Monitor needed more support. Catherine Holdsworth (CH) has spoken to Classroom Monitor about these errors and staff have received further training so hopefully these issues have now been resolved.

SW said the mid-year review identifies targets and teachers may be a little cautious with their marks mid- year. She said teachers usually see greater progress towards the end of the year.

PBB said CH will discuss the End of Year Data at the next LAB meeting where we hope Classroom Monitor will show pupils making excellent progress.

CH's mid- year review report will be put on Fronter for the LAB to read.

PBB

- **School Management Information**

- Pupil attendance is good.
- Serious incidents are high. BN said there was a huge disparity when serious incidents were compared with the other schools in the Academy. BN stated there should be a similar kind of threshold with the other schools for consistency but the Board recognises that different schools have different challenges. **AP asked** if there was a definition of a 'serious incident'. PBB said there wasn't definition as it is behavioural. She added that serious incidents will now be recorded on Behaviour Watch.
- Staff attendance is good. No-one has breached their absence triggers and we have had no absence reviews.

- **Income Generation** – PBB informed the LAB that she attended an interesting training course for Heads of Schools on income generation. She said school budgets are not what they used to be. The course suggested it was not enough to cut costs, schools need to identify sources of income to help achieve the outcomes they want for their pupils.

PBB said the school budget will be presented to the LAB at the next meeting but at her last meeting with Sudhi, the budget for next year was looking ok. At the moment we are predicting a carry forward of £40k.

In terms of recent income, PBB stated that we are very fortunate to have the help of Barclays who spend a considerable amount of money on small projects within the school. We have received £9000 from the Big Lottery Fund which has been used on the wildlife area. Tesco Bags for Help raised £4000 for the Forest School Programme and Happy Days Charity have paid for Theatre Tickets for the whole school.

PBB said if we are to generate income, we need to have a clear vision which is 'to provide a fully inclusive education for children with moderate learning difficulties, so that they can become part of and contribute to their community.'

Our goals are outlined in the SDP and we will need to think of projects which require funding.

PBB stated she would like the LAB to think about a project to develop and redesign the playground. This project will build on this year's focus on play.

PBB asked how the school could organise and fund this important project and

how could the LAB help with this? PBB added that we also need to make use of claiming Gift Aid on donations made to the Friends of Alexandra account.

A long discussion took place around income generation and suggestions such as supermarket, John Lyons, Jack Petchey, crowd funding and Alumni were made by the LAB.

PBB asked how the LAB could help with Income Generation. She suggested they could help to engage stakeholders and identify possible partnerships, helping to identify grants and writing grant applications, overseeing the FoA bank account amongst other things.

PBB stated that an income generation plan was as important as the SDP plan to meet the needs of the pupils.

4. Safeguarding Report - IT went through the Safeguarding Report.

5. AOB

- GH has informed the school that work is starting again in the Park and there will be a community planting event in July to which pupils from Alexandra have been invited.
- SS thanked Kevin on behalf of the LAB for all the work he has done in the Goslings play area.
- The LAB congratulated GH on his election as the new leader of the Council.
- BN informed the LAB that the Academy has taken on board two schools in the North of England and they will join the Academy in September 2018. That will bring the number of schools in the Academy to 7 plus 1 new school making a total of 8. BN added that a separate Director of Schools will be appointed to oversee the two schools in the North.

Meeting closed at 8.55pm.

Date and time of next meeting – Wednesday 4th July 2018 at 7pm

Signed..... Chair of Local Advisory Board

Dated.....