



**An Daras Trust**  
Igniting Curiosity Growing Capabilities

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CEO: W. T. Hermon

03/02/2020

### Minutes

**Teaching, Learning and Achievement Committee Spring 2020**  
**Monday 3<sup>rd</sup> February 2020 at 9.30am at ADMAT Central Office**

**Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue**

1. **Welcome and Apologies**

Present: Claire Paul, Tim Woodward, Will Hermon  
Apologies: Trudy Rudge  
In Attendance: Governance Officer, Jo Callow (ex officio)

2. **Declarations of Interest/Pecuniary Interests relevant to this Agenda**

None declared.

3. **Confirm minutes of previous TLA Spring (16<sup>th</sup> September 19) and matters arising**

No actions from this meeting. Committee agreed the minutes and the Chair signed a copy.

4. **Action from Autumn Full Board**

Full Board requested that TLA committee review the 'People and Leadership' section of the MAT Improvement Capacity Framework:

a. **2A Capacity for School Improvement**

Q1 - Committee agreed that the MAT has a sufficient capacity for school improvement with school improvement officers, Heads with a variety skills and experience, and the skills of subject leaders – graded green.

Q2 – Identifying leaders – graded green.

Q3 – Leaders used to support other schools – graded green.

Q4 – Areas of strength and weakness across the curriculum is known – graded green.

Q5 – Use of partnerships and networking – graded green.

Q6 – Assessment of partnerships – graded amber/green.

b. **2B Recruiting, Developing and Retaining Talent**

Q1 – Clear approach to recruiting – graded green.

Q2 – Strategy for developing staff – graded green.

Q3 – Staff clear about way they can gain autonomy and promotion – graded green.

Q4 – Standard performance appraisal model – graded green.

Q5 – Succession plan and talent management – graded green.

WH to update master document with grades and discussed evidence to support.

## 5. Confidential Agenda Items

None.

## 6. Review Data & Improvement

### a. Internal & External Data on Attainment & Progress

WH updated the committee on the current internal forecast attainment data for each school for KS, gender, PPG and SEND. Attainment at Wer is looking average at best - but is a small KS2 cohort. A director **challenged the KS2 maths attainment at NP** and JC noted that this lower forecast attainment figure is because one child less than in the other core subjects may not achieve the expected age-related standard but additional provision is being put in place. WHA is making good progress at all KS to get back on track to reasonable attainment outcomes and the Trust Improvement Officer has conducted a curriculum visit and a reading deep dive over the last term which have both been positive. SSCA should achieve reasonable attainment outcomes but it was noted that boys at KS1 are behind the girls and school leaders need to be mindful of this. SC is looking positive, but it was noted that KS2 FSM children need to be monitored closely as they are slightly behind. LT overall is making good progress, although KS1 phonics needs monitoring and Yr. 6 have been separated and this seems to be working well. Coats Green attainment is looking better in some areas, but overall progress is also expected to be good. Princetown looking weak in terms of attainment at each KS, although KS2 progress may be reasonable, but the cohort numbers are very small making meaningful conclusions from the pupil data difficult.

### b. ASP

It was agreed that ASP doesn't tell the MAT or schools anything that they don't already know from other sources e.g. Ofsted IDSR. All Trust schools have analysed their ASP data for 2019 however and it has fed into their AIP20.

### c. Assessment, including Monitoring and Moderation

The committee discussed I-track and its utility. The LA monitoring service for testing/SATs has been signed up to as a Service level agreement (SLA) and internal standards moderation continues within the Trust within the year across most subject areas. SSCA was selected for KS1 English pilot test sampling to enable benchmarking for next year. The committee discussed monitoring.

### d. Improvement Officer Reports

e. The Committee were provided with a selection of reports from Neil Swait, Trust Improvement Officer focussing on early reading, phonics and reading across the curriculum (WHA, SSCA, LT) and on the whole, although there are elements to work on, the comprehensive reports are generally positive about the quality and provision of phonics/reading learning. The approach to reading and utility of the Accelerated Reader (as introduced to a number of Trust schools this year) was discussed.

### f. Trust Improvement Plan (allocated priorities)

On the new improvement plan, priorities for the TLA committee to consider:

- Priority 1A – Reading Achievement Improvement.
- Priority 1B – Maths Achievement Improvement. The committee discussed previous measures that have been put in place and whether they are having an impact, and if not, why not. It was agreed that this needs to be closely monitored. The fact that so much in terms of maths and English seems to be crammed into the primary curriculum was discussed and it was agreed that this puts an enormous amount of pressure on the children and the teachers.

- Priority 1C – Disadvantaged and SEND provision.
- Priority 2 – Curriculum coherence – will be discussed in summer term.
- Priority 3 – Trust Vision and Mission Statement.
- Priority 5A – Trust subject leader development.

WH noted the improvement plan schedule and Directors will be kept up to date on this. The committee briefly discussed exclusions and the sometimes-apparent lack of support from the local authority for the pupil concerned.

**g. Quality of Teaching across the MAT**

No capacity related teaching issues reported this year. WH noted the rolling record WHA Exceptions Report for Jan 20 and updated the committee on completed actions and progress.

**h. Any Ofsted Action**

The committee discussed preparation for Ofsted inspections, particularly for the Chairs of LGBs. WHA and NP&W Chairs attended local authority provided Chair training in January and NP&W Chair has signed up for the NGA Chair Development programme. Chair at SSCA had a training session with Trust improvement Officer in Jan 20.

**i. Any SIAMS Action**

SC is due a SIAMS inspection this academic year. The new Devon/Cornwall RE agreed syllabus will now be implemented following training for RE leaders this term.

**7. Review MAT Pupil Applications and Admissions**

WH provided the committee with a breakdown of numbers. Princetown forecast Reception numbers are very low for Sept 20, and NP, Wer and CG need to be monitored but forecast does not suggest a large scale drop off in Reception admissions for Sept 20.

**8. Review MAT Curriculum**

TLA will meet in the summer term to specifically to review Curriculum Intent, Implementation and Impact (including values, SMSC, mental & physical provision, and spiritual development). Proposed meeting date is Thursday 16<sup>th</sup> July at 2pm at the central office.

Committee was provided with a breakdown of skills and progression for History. It shows the progression for a particular subject so that teachers and parents know exactly what the child is doing and when during their primary years. Directors agreed that this is a positive step, and after the initial workload of putting together, it will save time later. There is now a SMSC progression resource available for the curriculum. The committee discussed where sex education fits into this. The new RE agreed syllabus is being adopted and a director **challenged whether this is agreed by the Church of England too**; WH confirmed that it fits with their requirements.

**9. Website Compliance across MAT Schools**

New Trust website is coming on line mid February. Neil Swait monitors the school websites for compliance on a regular basis producing a report for school leaders/LGB. SSCA has been reviewed this term and was almost fully compliant.

**10. Parental Engagement across MAT Schools**

WH noted the parental survey results for Autumn 2019 or Spring 2020:

- WHA – 75 responses – overall positive comments and parents feel informed.
- CG – overall positive response, website feedback negative but the school is having a new website presently.

- Wer – 15 responses – overall positive, although some disagreement regarding school trips.
- NP – 23 responses – overall positive, although some disagreement regarding school trips.
- SSCA – 55 responses – overall positive with the occasional comment specific to certain families.
- PT – 11 responses – overall positive.
- LT – overall positive, although some disagreement regarding school trips, and some families’ expectations for the children. WH will follow up with the Chair of Local Governors at the spring termly meeting.
- SC – overall positive, although again, some disagreement regarding school trips.

A director **challenged whether there is a MAT policy on school trips**; WH confirmed that it is delegated to schools as it depends what they are doing on the curriculum. **WH was challenged whether there is scope for the small schools to pool together and go on a trip?** WH noted that this might be possible but there is still a cost involved to parents, particularly the cost of coaches. The committee discussed the potential need to subsidise transport for school trips but this does take funds from elsewhere. It was agreed that it should be noted in newsletters what the cost of transport for school trips is to ensure that parents are aware of the costs. **WH will follow up outcomes of surveys with Chairs of LGB this term.** No written parental complaints.

#### 11. Policy Review

- Acceptable Use – approved
- Restraint and Control – approved
- Inclusion Guidance – approved

#### 12. AOB

WH noted the classroom observation protocol and learning walk protocol that are now Trust wide and are in line with union guidance.

#### 13. DONM

Next TLA meeting will be Autumn term 2020 (date TBC). However, TLA will meet in summer term to specifically discuss the curriculum – Thursday 16<sup>th</sup> July 2020 at 2pm at central office.

Meeting closed at 11.30am

TJH Martin  
ADMAT Governance Officer

#### Distribution List:

W. Hermon – CEO Director C. Paul – Director (Chair) T. Woodward – Director T. Rudge - Director	C. Green – Director R. Brewer – Committee Member J. Callow – Ex-Officio Observer
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