

**DRAFT Minutes of the Meeting of the EPA Directing Board Standards Committee
held on Monday 5 June 2017 at 5.15 pm at Bartholomew School**

Present: Frances Bartlett (FB), James Bird (JB), Anne Carter (AC), Hilary Emery (HE),
Jenny Faulkner (JF), Sarah Kerswell (SK), Jane Osborne (JO) (CHAIR), Craig Thomas (CT)

In Attendance: Kit Howells (KH) (Minutes Clerk)

Item	Action
<p>1. Welcome and Apologies JO welcomed members. Apologies received from Andy Hamilton (ASH) CEO.</p>	
<p>2. Declarations of Interest - None for this meeting.</p>	
<p>3. Minutes of meeting held 22 March 2017 for Accuracy and Matters Arising Subject to the following amendments: Item 5, 1st para, to read "JO and FB had reviewed..."; Item 5, 2nd para, to read "Some other MATs have much clearer lines of <u>communication</u> from Directing Board to school governing bodies". the Minutes were signed as approved and retained at Bartholomew School for the EPA file.</p>	
<p>3.1 Matters arising</p>	
<p>3.1.1 Job descriptions for EPA Primary Lead and School Improvement Officer SK's and JB's meetings with ASH to finalise these will be rescheduled and they will be brought to this Committee for information.</p>	<p>ASH/ SK/JB</p>
<p>3.1.2 Visits to Outstanding schools Some of the examples of good practice that are not currently used in EPA schools will be incorporated in the EPA Action Plan, or have already been taken on board in the schools. (Examples include putting high quality texts at the heart of the curriculum; resilience focused on targets for learning behaviour rather than for core subjects, which are often more realistic and ensure improvement across the curriculum; governors are highly trained). The Headteachers had high expectations of their Schools and were confident in their ability to reach Outstanding with the mind-set of all staff having been to work as an Outstanding school before being judged to be so. JO noted it would be useful if EPA governors could learn about governance in outstanding schools and what makes the difference.</p>	
<p>3.1.3 Diocesan and SIAMS EPA strategy JO had made the recommendation to the DB that resourcing to build this Strategy be taken included in the EPA Development Plan for next year.</p>	<p>ASH</p>
<p>3.1.4 Uploading LGBs' Standards Minutes to EPA DB GovernorHub Following concerns that this is not happening systematically, it was agreed that JB will</p>	

<p>arrange for the EPA Admin Officer to have Minutes sent to her by Clerks and she will upload them in readily accessible folders.</p>	
<p>3.1.5 Task Group Minutes Schools' Task Group Minutes have not yet been uploaded to GovernorHub and JB will ask the EPA Admin Officer to do this.</p>	
<p>3.1.6 Data Dashboard Each individual School's Dashboard should be shared by the Headteacher with Governors and staff. There are concerns that Governors have not seen them in some schools and it was agreed to recommend that Heads should send to Chairs of Governors for transmission to LGBs via their respective Standards Committees as a Standing Item on Agendas and for upload to GovernorHubs. JO will raise this at the next Chairs of Governors meeting so Chairs are aware of the recommendation, and of the Dashboards.</p>	<p>SK rec to SLG JO</p>
<p>4. Standing Items</p>	
<p>4.1 Report from Primary Education Lead (PEL) updating on any developments since the last meeting, and including:</p> <ul style="list-style-type: none"> <p>Task Group update – One TG meeting held since March, at ECPS in early May. Key areas discussed included ensuring quality of judgements in monitoring of standards, and teaching and learning, and the leadership and management structure relating to provision of support. It is agreed that increased support and involvement of the EPA's PEL and SIO at ECPS is essential to ensure high targets and structures in place to meet them.</p> <p>TG meetings are scheduled within the next month at Standlake and Stanton Harcourt.</p> <p>It is essential that all the Schools fully engage with, and accept, the support which is offered to them from the EPA through the Task Groups, PEL and SIO. This is now working well. The Committee suggested it might be useful to have informal interim meetings of the TGs where individual issues might be discussed in more depth.</p> <p>Pupil Premium Report – Provision of an over-arching EPA report has been deferred until next year due to the need to ensure a shared consistent approach, quality of reporting and governor systems of monitoring across all the Schools. It is essential to be able to evidence impact of work in schools on outcomes in progress and attainment for the PP children, and for governors and Headteachers to understand the context of each PP pupil and the interventions and outcomes for each pupil. This area will be an important element of the EPA development plan.</p> <p>The Committee needs to see an overarching report in order to assess the impact of the EPA's PP work and ensure good practice. It was also agreed that there should be an external PP audit for all the schools and SK will action.</p> 	<p>SK</p> <p>SK</p> <p>SK</p>

4.2 Report from School Improvement Officer (SIO) on school improvement in the Primary schools, to include Ofsted findings and implications

Ofsted Inspections have recently taken place at 3 EPA schools: St Peter’s Cassington, Freeland and Eynsham. All have been very straightforward with good working relationship between schools and inspection teams and have had fair and astute outcomes. In all three, the good support and advice available and provided from the EPA was noted as a positive factor. SK and JB had been fully involved, meeting separately with the Inspectors as well as meeting with governors and attending feedback.

St Peter’s, Cassington: The Report and Letter are published. Outcome Good (moved up from RI to being on the cusp of Outstanding), with consistently effective teaching, excellent behaviour and welfare (Outstanding), usually high expectations. Development points include ensuring more subject knowledge for Grammar, Punctuation and Spelling and that More Able children are set challenging tasks and cultivate questioning skills to obtain deeper understanding in lessons. The Headteacher is already working on these areas.

Freeland: The Report and Letter are published. Outcome Good (maintained from last Inspection, having been brought up from RI/Special Measures since 2015 due to support of EPA’s PEL). This was a one-day Section 8 brief Inspection visit. Noted the determination and high expectations of pupils and staff. Development areas mostly focus on the small cohort of SEND pupils: on attendance and to ensure they make the same rapid progress.

Eynsham: The Report is awaited so the outcome remains confidential. This was a 2-day inspection. The previous Inspection outcome was RI in 2012. It is recognised that the EPA has capacity to support the school to improve and it is essential that the school is fully engaged with this support in order to move forward. It is recognised that there are improved systems in place but these are not robust or rigorous enough and need to embed fully. Governors and Leaders need to be more rigorous in holding the school to account.

The Committee emphasised the need for the EPA to be able to provide support through the PEL and SIO in order to augment schools’ leadership. The judgements of the EPA have been found to be correct overall, and so this has confirmed that the work being done is valuable. JB and SK, as members of the leadership and management of the schools, are also accountable for their outcomes.

It is expected that the remaining EPA schools will be inspected in the near future.

4.3 Secondary School Update from Operational Head, Bartholomew School

CT gave a verbal briefing on highlights, progress and concerns at Bartholomew. Predictions for this year remain as at March. Progress tracking remains difficult due to the change of systems.

The main current focus is on school development planning, working on the SEF (tabled) which informs content of the 2017-18 and overarching 2017-2020 plans.

<p>The School is confident that it remains Outstanding, although staff are not complacent and hard work to sustain this continues.</p> <p>Judgements are very similar to last year although focus areas for development have changed. These include:</p> <ul style="list-style-type: none"> -bridging the gap between SEND and non-SEND children’s outcomes; -diminishing the difference between boys’ and girls’ outcomes (noting that girls tend to do exceptionally well, while boys’ performance is in line with national figures but moves up and down); -providing more consistent feedback to departments on quality of teaching; -reviewing the behaviour policy to simplify and ensure that it is focused on key areas and that pupils who behave well are recognised; -ensuring adequate resourcing for 6th form as it is growing in order to sustain excellence; -ensuring SCSMC and physical wellbeing areas and The Edge (building resilience, leadership and other ‘softer’ skills) are consistent across the school; -developing site security (OCC Safeguarding review to be carried out this Term); -continuing to ensure staff wellbeing through provision of time for curriculum development and support of pupils as well as ensuring schemes of work are in place and a tightening up of pupil expectations with regard to homework deadlines; -improving attendance of Free School Meals and SEND pupils even further; -ensuring better promotion and understanding of radicalisation to ensure the school’s overarching approach can be articulated well. <p>The Committee asked for a detailed overview of attendance issues in order to be fully informed of the reasons for absence across all pupil groups. CT will ask Amanda Page to provide this.</p>	
<p>5. RAG-rated EPA SDP and Review of Standards Protocol</p> <p>These will come to the next meeting in July.</p> <p>JB noted the Protocol has been reviewed and he will circulate to Committee members as soon as finalised (prior to the next meeting).</p>	<p>ASH/ SK/JB</p> <p>JB</p>
<p>6. Other Business – None.</p>	
<p>7. Date of next meeting: Thursday 13 July, at 5.30 pm, at Bartholomew School (immediately prior to the DB meeting) (KH apologies; FB to Minute the meeting).</p> <p>(Agenda to include next year’s Schedule of Work; Election of Chair; Headline Data for results, Report on RAG-rated SDP and priorities for next year, full ECPS Ofsted Inspection report; any other School Ofsted Inspection report/feedback).</p> <p>The Data Dashboards will be distributed to this Committee as soon as ready (too late for the July meeting) and to all EPA Schools’ Governing Bodies so that Governors can start looking immediately at areas for priority attention and the information can feed into their SDPs which will be written over the summer period. The Dashboards will then come to first meeting of this Committee in new academic year.</p>	<p>All to note FB</p> <p>JO/BVB</p> <p>JB as soon as ready</p>

The meeting closed at 6.45 pm

KH/12.6.17