



Eynsham Partnership Academy

Registered in England & Wales Company No. 07939655

Minutes of the Meeting of the EPA Directing Board Standards Committee held on Monday 17th October 2016 at 1.30pm at Bartholomew School

Present: Anne Carter (AC), Sarah Kerswell (SK), Jane Osborne (JO) (CHAIR), Craig Thomas (CT)
Frances Bartlett (FB),

Apologies: Hilary Emery (HE), James Bird (JB), Jenny Faulkner (JF)

In Attendance: Kathy Dunmore (KD) (Clerk)

1. Welcome and Apologies

JO welcomed members. Apologies received from JF, JB and HE and accepted.

2. Declarations of Interest

None for this meeting.

3. Minutes of meeting held 4th July 2016 for Accuracy and Matters Arising

It was requested that the clerk is identified on the minutes. There was one amendment to Item 7 last paragraph, following Standards Committee 'as well as the LGB' to be inserted. With these amendments, the Minutes were approved, signed and will be retained at Bartholomew School for the file.

3.1. Matters arising

3.1.1 EPA EYFS Policy

SK confirmed that all schools have now received the amended policy and it should be on each schools' website.

3.1.2 EYFS Lead Governor

All the Local Governing Bodies should have an EYFS Lead Governor. JB will be asked to follow this up. **Action: JB**

3.1.3 AP3 Data

The standard data form is on GovernorHub and is an agenda item for this meeting. This committee needs to know that each LGB is looking at their progress data across KS2.

3.1.4 Assessment Data

The Headline data had been circulated. We need to have assurance that staff are checking the data and standardising the criteria. This will be done once RaiseOnline is available.

3.1.5 Communications Action Plan

The subgroup has met and a template produced for all LGB's to use. Awaiting approval from the LGB's. **Action: KH**

EPA wide policies -ASH confirmed that he is working on all personnel and contractual policies, Jane Watret is working on HR and ML is working on finance policies. They were all approved in 2014

with a review date of October 2016. They will go to the Directing Board and then to Governing Bodies.

3.1.6 EPA Development Plan 2016-17

SK reported that this is now completed and a copy will be sent to KH for GovernorHub. The Bartholomew Development Plan will also be shared. **Action:SK/CT/KH**

3.1.7 Progress & Predictions

Now on GovernorHub.

3.1.8 Progress in Primary Schools

It had been agreed that Insight 2 Raise would not be of benefit to the primary schools so this was not purchased.

4. Review of Committee Terms of Reference

These were discussed in detail and the following changes agreed:-

- Bullet point 5 delete teaching and learning and add performance
- Bullet point 6 delete 'and hold it accountable for its performance'.
- Committee Membership and Meetings, bullet point 7 'quorum' delete 3 attendees and amend to 4 attendees, followed by 'at least 2 of whom are EPA Directors and not employed by the Academy.

5. School Improvement

SK reported that she had been working with JB looking at all schools' SEF, SDP, data reports and website compliance. They have now met with all the heads and offered support and advice. The visit reports have been completed and copied to the Governors. Two schools have been offered additional support.

Four schools, St Peter's, Standlake, Freeland and Hanborough will have a review this year, two were completed last year so that all six will have had a review by the end of this year. The reports will come to this committee. The reviews will be done by Jackie Cousins.

Primary leads have been appointed for Maths and English and they have been allocated half a day's work per week. They have written their action plans.

Q. What has been the reaction from the schools?

A. It is too early to see at the moment.

JB and SK will look at the action plans and there will be an impact report for the schools and governing bodies. A summary will be prepared for this committee.

Q. How much do JB and SK's jobs overlap?

A. We are trying not to cross over too much but there is still work to be done on this. Work is still ongoing on the Job Descriptions.

There has been support for Stanton Harcourt for their HT appointment.

Three Task Groups are in place and governors involved. FB will be involved with Standlake. There will be six Task Group meetings per year per school and SK will chair them. They will be based on the Ofsted process. ASH will meet with Heads after Assessment Point 1.



Eynsham Partnership Academy

Registered in England & Wales Company No. 07939655

SK tabled a document giving a schedule on working with schools to hold them and the governing bodies to account. SK is working with ASH who is taking the lead for the Directing Board. There will be meetings with Heads and Chairs of Governors; communication is important as some governing bodies had not been kept fully informed previously.

Data – Full data comparisons had been circulated and on GovernorHub. Work is ongoing with schools but it is important that governors are looking at their data in detail. All governing bodies should be clear who is doing what. ASH will be visiting schools to advise about their monitoring and accountability responsibilities and what are EPA responsibilities. JB will establish their needs and training requirements.

Priority Areas -this paper had been circulated and was on GovernorHub. It gives the priorities for each school and has come from their SDP. It will give a focus for meetings.

Secondary School Update - CT tabled a document titled 'KS4 Progress – Predictions vs Reality'. The target for A* - C including English and Maths was 77% and we achieved 76.9% which puts us in the top 25% of all schools Nationwide. There will be a full supported review into ICT as this has underperformed at KS4 for two years. Boys v girls will be looked at as boys did do well but the girls did better so that the gap has not closed. There will also be a review on SEN non-statemented students but there are only eleven students in this group. There will be a focus on Pupil Premium students and GCSE DT Food.

Examples of a supported review were given and the process explained.

For the current YR11 the change in the curriculum is challenging and there could be a dip in results but we are trying to alleviate this early with a programme of additional lessons in English and Maths. The Senior Team have been supporting staff, when required, on behaviour management where students are disturbing lessons.

YR10 and YR11 Parents' Evenings have been positive and well attended.

KS5 – we are in the top 10% of schools for A level results and it was our second best score.

Economics and Politics will have supported reviews and decisions taken shortly as to whether to continue with these courses.

The new study arrangements are positive.

The main areas for ongoing work are around groups, SEN, Pupil Premium and boys v girls.

6. Work with the EPA – Development Plan update.

Work is ongoing with SK and JB and ASH is working with Heads looking at their Development Plans, Finance, Staffing and Buildings. This will then lead into Governance and how they are functioning. ASH is planning to attend a Governing Body meeting at all schools.

Policies – as advised in item 3.1.5 all policies are being reviewed, a number are out of date. The Directing Board will be asked to approve a statement for all schools to adopt that will state if a policy is out of date it will remain in place until a new one is in place. The former LA policies will also apply until replaced.

7. Governance – compliance and development.

Relationships with some of the Governing Bodies is still difficult and how do we ensure that governors know that there is an issue at their school. Training of governors is important and all governors should attend the induction course. It is important that Governing Bodies understand



Eynsham Partnership Academy

Registered in England & Wales Company No. 07939655

who they should speak to if they have a problem and ASH will explain this when he attends their meetings. They must have clarity on their roles and support with training. **Action:ASH**

There will be a Chairs' meeting in November and ASH will attend.

8. Standards Committee Meeting dates for 2016-17

JO will work with SK on the number of meetings required and a schedule of work. KH will then liaise on dates. **Action:JO**

The next meeting was agreed as **11th January 2017 at 5.30p.m at Bartholomew School.**

The meeting closed at 3.30p.m

DRAFT