

Minutes of a meeting of the School Performance Group of Wheatcroft C P School Thursday 1st December 2022 at 4pm	
Present: Mr G Dyer Mr C Baxter Mrs M Parkins Mrs A Kirby (Deputy Head Associate Member) Miss V Lewis (Clerk)	
SPG01/22	Welcome from the Clerk The clerk welcomed members to the first School Performance Group meeting of the school year.
SPG02/22	Apologies Ollie Levett – training Kate Long – family responsibility Gary Moore – unsure whether he may not have checked school email – Clerk will contact.
SPG03/22	To invite governors to declare confidentiality or any interest in items of business on the agenda – None declared
SPG04/22	Appoint Committee Chair The Clerk asked for expressions of interest in being Committee Chair for this school year. Marie Parkins nominated Chris Baxter, who accepted for this year. CB will act as the SPG Chair for the 2022/23 school year.
	Action: Update records to reflect Chairship By: Clerk
SPG05/22	Minutes of the previous SPG meeting – 13.12.21 This has previously been a more informal committee and was more about holding staff to account, teaching and progress, standards and progress; and whilst there have been meetings during 21/22 after these ones they may have been included with FGB meetings etc and unfortunately no formal minutes located. Additionally, Mrs Kirby was on sick leave for a significant part of the Summer Term. The record of the Meeting dated 13.12.21 seems accurate but is out of date and we will be refreshing the committee role and actions. Th only action outstanding is: SPG16/21: <i>Miss Glass to put together evidence of when we have asked for help for families and it has not been forthcoming.</i> This has been compiled on a rolling basis by Miss Glass using Bromcom Safeguarding and SEND functions.
	Actions: File and publish agreed Minutes as per procedure By Clerk
SPG06/22	Matters Arising Chris Baxter advised that the committee has not been functioning as fully as it should have been and to that end he and Mr Dyer have had a discussion about formalising the committee and making it more of a monitoring and reporting of teaching and learning and attainment standards. It was therefore proposed to rename the Committee to reflect its actual remit – ‘The School Performance and Monitoring Committee’ (SPAM). The next meeting of the SPAM Committee may wish to review the Committee Terms of Reference at the next meeting scheduled for 11.5.23.
SPG07/22	Correspondence Schools have received correspondence from the DfE advising that the extra bank holiday allocated to celebrate the coronation of King Charles III will take place on Monday 8 th May 2023, which will impact on National Test Week. Tests will now be rescheduled to take place Tuesday 9 th – Friday 12 th May and this will undoubtedly have an impact after a long weekend of celebration and family events etc. Obviously this will have a national impact and we will work with the children to hopefully minimise the impact as much as possible.

SPG08/22

Safeguarding / SEND Updates

All staff and governors should recognise that there is a corporate responsibility for safeguarding.

SEND:

We have 23% of pupils on the SEND register, which is considerably above the national average of 12.6%. We have just attended a LA Fair Access Protocol (FAP) meeting, which looks at placing pupils where no schools have space for them. We have had to submit this data in respect of the meeting and from then seeing other schools' data on these fact sheets our percentage and ratio is in line. The high level of need is definitely a local trend as opposed to a school one. Unfortunately, it also does not look like it will be a reducing trend either.

GD: the LA will look at it and think is it an educational need or low ability, or wonder whether school is providing poor teaching. However, bearing in mind the data from other local schools it definitely seems to be a consistent feature across Scarborough schools. The area is one of high deprivation and there is also the new category of 'entrenched disadvantaged'. Most schools in this category are in the Yorkshire and Humber region and within 3 or 4 as yet unnamed Scarborough schools. The government is recognized this deepening level of disadvantage and there are a whole raft of reasons behind the behavior they present. We definitely don't feel that the number of SEND pupils on our Register is disproportionate.

AK: just invested in the profiling and intervention diagnostic tool SNAP. This involves undertaking a standardized formal assessment which then leads into support methods. This tool is an additional way to rigorously check that pupils' SEND status is robustly assessed. The number of EYFS pupils on the SEND Register has never been so high and this could be for a wide variety of reasons such as entrenched disadvantage, extended Covid impact, cost of living issues or a mixture. The EYFS class is an extremely high need cohort.

CB: what is the criteria needed to be judged as 'entrenched disadvantaged'.

GD: Joe Rigby, the Senior Area Delivery Lead for the North Yorkshire Coast Priority Area will lead a 3 year funding focus. 57% of the Yorkshire district's entrenched children are in 7 schools in Scarborough. Whether we see any of the funding is unknown – we may not meet the criteria. There seems to be a focus on Eastfield and central Scarborough schools but many of our intake is now coming from Eastfield. The recent FAP meeting was only the second one that has ever needed to be called so shows the level of need for school places.

GD: We have five pupils with EHCPs and another seven who are pending / at the application stage. We are not alone in this; there is a backlog of applications. Compared to national average of 4% of EHCPs we are 2.3%. With the additional seven pending, we would rise to 5.2%. All part of the contextual picture that children are in and the data that is being produced. Children are starting from lower starting points.

Highest SEND need is in Y5 – soon to be Y6 - so we need to be mindful of this when considering the preparation of this cohort for September 2023. As a committee moving forward these are the areas we will be looking at.

CB: we also need to ensure the information we are getting is consistent so we can properly monitor and both quantity and quality assure.

GD: We need to give Miss Glass the opportunity and time to spend time with IEPs, monitor against them, review and measure the small steps.

Safeguarding:

Generally fine and well on with actions. Safeguarding is a key objective on the SDP this year. We have introduced CPOMS (Child Protection Online Monitoring System) and will roll out to staff in January. The system is used widely by schools and is the accepted industry standard for this type of software system. It can also generate detailed analysis and other statistical information.

	Bromcom will continue to be used to record attendance and other management information such as pupil details. Current safeguarding and SEND records in Bromcom will be transferred across
SPG09/22	<p>Health & Safety / Premises Updates:</p> <p>The SBM provided her report from the recent Finance Committee Meeting and updated governors briefly on the premises improvements to classroom spaces, other funding streams which will contribute to improving provision and staffing changes.</p>
SPG10/22	<p>Headteacher's Report:</p> <ul style="list-style-type: none"> - School Development Plan Update - Behaviour - Pupil Progress and Attainment Data Updates <p>Mr Dyer briefly summarized key points but full discussion re the above will be deferred to the FGB meeting on 19.1.23 due to governor absence.</p> <p>GD: I have triangulated the HT Report, SDP and SEF to draw out the key points and use them to build a robust picture.</p> <ul style="list-style-type: none"> • Performance indicators and KPIs – Ofsted is keen on governors using a set of KPIs to be able to quality and quantity assess data and development. Each key objective in the SDP now has a linked KPI and the associated actions required to achieve the target. A simple statement which will allow governors to assess and monitor easily the extent that this objective has been achieved. • Updated the platform used for the SDP and SEF. • Milestones – what is the timeline? • important to keep the document up to date and have a really useful working document. • Autumn planning meeting – was a useful meeting with the adviser – supportive and gave good direction. This committees needs to look at how we are doing against the action plan(s). Need to not get bogged down with the minutiae. • We have asked to be moved from Category 2 to Category 3 so we can get additional funded school improvement support at our request. Includes additional SEA support, SCR audit etc. • 2 fixed term exclusions this half term. Reported on these but one pupil has left school and one on a behaviour plan. Integration meeting to break the cycle and work together to support. <p>AK: Very challenging situation, draining and disregulation is an issue throughout the area and other schools. Lack of EHCP support, special school places. This was raised at the SEND Conference and the overwhelming thing is that there aren't enough places for high need provision. Frustrating. Widespread problem – need to support staff wellbeing as well.</p> <p>GD: wellbeing analysis is a focus for the school. The recent staff survey showed the two main concerns of were wellbeing and workload. This is what those objectives are aimed at helping.</p> <ul style="list-style-type: none"> • The new Behaviour Policy is being monitored and reviewed regularly and is working well. Meeting with families, working through behaviour plans. Tackle at the root. Ultimately we need more support from outside agencies but we are doing what we can. <p>CB: SEND Hub is the LA support?</p> <p>AK: They sent a play therapy assistant to support. They support with getting diagnoses really rather than supporting with the need in school.</p> <p>GD: the danger is you go round and round instead of finding the root. It's about managing and breaking the cycle.</p> <p>AK: staff manage it really well but then they are stressed by the way this behaviour affects the other children.</p> <p>GD: behaviour is a cause of massive anxiety. We've put in place a more rigid structure to build and work on.</p>

	<p>CB: the impact on the other children is being mitigated?</p> <p>GD: the SLT is massively invested in supporting staff with these children who are affected. Miss Glass is being affected as she is seeing the knock on effect.</p> <ul style="list-style-type: none"> Individual behaviour plans are now more detailed – pupil voice, parent voice, monitoring, tracking. Takes more time to get them into place for hopefully more impactful. <p>MP: RPI trained staff?</p> <p>AK: yes but needs to be updated. Looking into training options.</p> <p>CB: in terms of monitoring would we expect to see an anonymised report to show the level of impact?</p> <p>AK: we can quantify with the reporting of issues. But there is an impact on the staff time as they are having to spend significant amounts of time recording incidents.</p> <p>CB: data goes back to SEND Hub?</p> <p>AK: yes they can see the number of each type of incident.</p> <p>GD: Ofsted will be looking at the number of exclusions – so we can evidence the falling number of exclusions, reducing incident record numbers etc. Of 207 pupils there are such a small minority who are a challenge. The rest of the cohort have taken the policy fully on board and adhere to the rules and school fully.</p> <p>Data:</p> <p>GD: just undertaken a data check. Going to go through this in the coming weeks. The Baseline was above national for EYFS last year and above Y6 national for Greater Depth. Considerably below national in phonics and likely that the national figure will rise again to 80%. We were low at 61% last year. But we had 3 Ukrainian pupils – each pupil is 3% of the cohort.</p> <p>AK: working with Miss Harper to look at getting this into line. It's something we need to focus on. Investment of money into Little Wandle and synthetic phonics. The children who retook the test in Year 2 and still didn't pass all had a valid reason such as health or EAL but we are working on this.</p> <p>Y1 and 2 figures just below national so need to secure this data. Internal baseline data for Y2,3,4, low and will be drilled into. Y6 data to be secured but internal data looks good. Tutoring money is being used to support Y2 and Y6 through the use of a specialist teacher from an agency starting in January.</p>
SPG11/22	<p>Local Authority Support</p> <p>Mr Dyer has accessed a package of Local Authority support and we are awaiting a report with action plan. This will be circulated to governors when it is received.</p>
	<p>Actions: Circulate the LA Adviser Report to governors once received By Mr Dyer</p>
SPG12/22	<p>School Council Update</p> <p>AK: One of our Year 2 parents works at the Town Hall and we were very kindly invited to take the School Council to hold our most recent meeting in the Council Chambers and have a tour of the civic areas. All of the children represented the school beautifully and they had a really wonderful and valuable time.</p> <p>The subjects covered included asking the members what they like and enjoy about school. Their answers were all very positive about trips, visitors into school, and they were enthusiastic about class novels. They would like better playtimes, better sorting out of friendship fall outs and more things to play with.</p> <p>We are already looking to introduce play leaders and are planning on expanding/enhancing the playtime offer – including with alternative options such as Quiet Club etc. Mr Collins is also in the process of restocking the PE and playtime equipment / resources.</p> <p>CB: do the councilors get chance to speak to their peers before a meeting?</p> <p>AK: yes. They meet and talk and then feed it forward at meetings.</p>

	<p>OL: Mr Collins told the children they are getting some money to spend and the children have made the link between what they have asked the School Council to speak about on their behalf with the actions that are happening.</p> <p>AK: Mr Dyer and I plan the themes for each meeting so we are targeting each key area.</p> <p>The School Council governor representative is Mr Hirst, and whilst covid has had an impact on his involvement over the past few school years he is keen to be invited to forthcoming events.</p>																																																				
SPG13/22	<p>Policy Review</p> <p>ICT</p> <table border="1"> <tr> <td>ICT001</td><td>Veritau Acceptable Use & Personal Commitment Policy</td></tr> <tr> <td>ICT002</td><td>Pupil Acceptable Use Policy</td></tr> <tr> <td>ICT011</td><td>Website Privacy Policy</td></tr> <tr> <td>ICT014</td><td>Online Safety Policy</td></tr> </table> <p>Safeguarding</p> <table border="1"> <tr> <td>SW002</td><td>Anti Bullying Policy</td></tr> <tr> <td>SW006</td><td>Policy for School Visits</td></tr> </table> <p>Curriculum</p> <table border="1"> <tr> <td>CUR007</td><td>Sex Education Policy</td></tr> </table> <p>General and Governance</p> <table border="1"> <tr> <td>GEN001</td><td>Collective Worship Policy</td></tr> <tr> <td>GEN002</td><td>Admissions Policy & Policy into Practice</td></tr> <tr> <td>GEN003</td><td>In-Year Fair Access Protocol</td></tr> <tr> <td>GEN005</td><td>Single Equality Scheme Policy 2014-2017</td></tr> <tr> <td>GEN006</td><td>EYFS Policy</td></tr> <tr> <td>GEN016</td><td>Whole School Food Policy</td></tr> <tr> <td>GEN019</td><td>Uniform & Appearance Policy</td></tr> <tr> <td>GEN023</td><td>Attendance Policy (Pupils)</td></tr> <tr> <td>GEN025</td><td>Pupil Leave in Term Time</td></tr> <tr> <td>GOV003</td><td>Complaints Policy</td></tr> </table> <p>Information Governance</p> <table border="1"> <tr> <td>INF001</td><td>School Publication Scheme</td></tr> <tr> <td>INF002</td><td>Privacy Notice (Parents)</td></tr> <tr> <td>INF002</td><td>Privacy Notice (Staff)</td></tr> <tr> <td>INF002</td><td>Privacy Notice (Governors & Volunteers)</td></tr> <tr> <td>INF003</td><td>School Information Policy (FOI & Data Protection)</td></tr> <tr> <td>INF003B</td><td>Information Security Policy</td></tr> <tr> <td>INF006</td><td>NYCC Acceptable Use Policy</td></tr> </table> <p>SEND</p> <table border="1"> <tr> <td>SEN001A</td><td>(Accessibility Plan) PRIMARY SCHOOLS - Access to Education for Children & Young People with Medical Needs</td></tr> <tr> <td>SEN001B</td><td>Policy for Pupils with Health Care Needs</td></tr> </table> <p>NB. Yellow highlight = Statutory Policy</p> <p>Review of the above policies deferred to the FGB meeting on 19.1.23 due to governor absence.</p>	ICT001	Veritau Acceptable Use & Personal Commitment Policy	ICT002	Pupil Acceptable Use Policy	ICT011	Website Privacy Policy	ICT014	Online Safety Policy	SW002	Anti Bullying Policy	SW006	Policy for School Visits	CUR007	Sex Education Policy	GEN001	Collective Worship Policy	GEN002	Admissions Policy & Policy into Practice	GEN003	In-Year Fair Access Protocol	GEN005	Single Equality Scheme Policy 2014-2017	GEN006	EYFS Policy	GEN016	Whole School Food Policy	GEN019	Uniform & Appearance Policy	GEN023	Attendance Policy (Pupils)	GEN025	Pupil Leave in Term Time	GOV003	Complaints Policy	INF001	School Publication Scheme	INF002	Privacy Notice (Parents)	INF002	Privacy Notice (Staff)	INF002	Privacy Notice (Governors & Volunteers)	INF003	School Information Policy (FOI & Data Protection)	INF003B	Information Security Policy	INF006	NYCC Acceptable Use Policy	SEN001A	(Accessibility Plan) PRIMARY SCHOOLS - Access to Education for Children & Young People with Medical Needs	SEN001B	Policy for Pupils with Health Care Needs
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	Action: Re-schedule deferred Policy Reviews to 19.1.23 By Clerk
SPG14/22	Dates of Forthcoming Meetings: FGB Meeting – 19.1.23 6pm Finance Committee Meeting – 19.4.23 4pm SPAM Committee Meeting – 11.5.23 4pm FGB Meeting – 18.5.23 6pm Finance Committee Meeting - 28.6.23 4pm SPAM Committee Meeting – 6.7.23 4pm FGB Meeting – 13.7.23 6pm
SPG15/22	A.O.B. None.

Meeting closed at: 5.10pm

Signed (Chair):  Date: ...02.03.2023.....

Actions:

Agenda Item	Action	Responsible	Completed
SPG04/22	Update records to reflect Chairship	Clerk	✓
SPG05/22	File and publish agreed Minutes as per procedure	Clerk	✓
SPG11/22	Circulate the LA Adviser Report to governors once received	Mr Dyer	✓ verbally
SPG13/22	Re-schedule deferred Policy Reviews to 19.1.23	Clerk	✓