



ManorAcademy

Excellence Through Innovation

MINUTES OF THE SPRING TERM 2 MEETING OF THE FULL BOARD OF GOVERNORS HELD ON THURSDAY 30 MARCH 2017 AT 5PM IN THE BOARDROOM

PRESENT:

("A" denotes absence)

	Mr N A Melton (Chair)
	Mr C Richards (Vice Chair)
A	Mr J Sale (Vice Chair)
	Mr M Douglas
	Ms D Gilbert
	Mr J Fawcett
	Mrs M J Lovell
	Miss J Moody
	Dr W Pearce
A	Mr N Perry
	Mrs K Potts
	Mr M Simmons
A	Mr D Stanley
	Mrs S Tryner
	Mrs D Trusler

IN ATTENDANCE

Mr R Vasey – CEO	The Two Counties Trust
Mr K Hearn – CFI	The Two Counties Trust
Mrs K Kerry	Deputy Principal
Mr R Gladwin	Deputy Principal
Mrs H Robinson	(Clerk to the Governing Body)

1. Apologies for Absence

N Perry – Child care

J Sale – Work Commitments

2. Declaration of Interest

- None

3. Minutes of Spring 1 Meeting (2 February 2017)

- J Sale is a Vice Chair
- Progress 8 score should read 0.53
- Subject to grammatical corrections and amendment taken as a true record

AGREED

4. Ofsted Feedback

The Principal gave feedback on the Section 8 Monitoring visit which took place on the 21st and 22nd March.

The positives included:-

- Year 7 curriculum and the speed of the implementation
- Improvement in the quality of cover lessons
- The behaviour systems and the inclusion unit were improved
- A large number of good quality teaching was observed in Humanities, English and Maths
- Good research with students to drive CPD
- Middle leadership is strong with the ability to triangulate data.
- Governors feedback was strong – need to appoint a link governor on pupil premium spending

Other areas for improvement include:-

- Improve teaching in Science
- Continue to improve teaching in Modern Foreign languages
- Safeguarding was generally very positive however there was an infringement around the safeguarding of sixth form students entering and leaving the site. This was rectified within the hour however the inspector will report on it.
- Attendance particularly groups
- SEND data
- SMSC and Careers guidance

A Governor questioned the safeguarding issue and requested an internal investigation.

The Principal agreed and in addition there will be an external review arranged.

5. Principals Report

- QA Update

Mr Gladwin Deputy Principal presented the most recent Quality Assurance report.

A Governor requested that the documentation was circulated prior to the meeting to aid his role as Governor.

Mr Gladwin agreed the next QA report would be circulated prior to the next meeting

The summary included:-

- As requested the supply staff and contracted staff have been split on the report
- All over staff who are 'Requires Improvement' have a coach
- One member of staff is on the capability pathway
- Two members of staff who would be moving onto the capability pathway are leaving.
- Modern Foreign Languages are moving to share the area with the English Department so they can share good practice.

- MAT QA

Mr Vasey, CEO outlined the main points of the MAT Quality Assurance visit which took place on 6th and 7th March. A report had been circulated prior to the meeting. The CEO was joined by Mr Fawcett, Head Teacher of Swanwick Hall and a governor. In total 35 lessons were observed over two days.

Areas examined included:-

- The quality of teaching and learning in science and languages
- The quality of teaching and learning and progress in Manor College
- Quality of teaching and learning and progress in lessons delivered by cover supervisors, supply teachers or new teachers.
- The impact of the new year 7 curriculum
- Progress made by SEND students
- Progress made by PP students
- Impact of new pastoral arrangements on behaviour and attendance

Mr Vasey outlined the positive aspects of the visit. The areas of improvement were not actioned as the Ofsted visit followed soon afterwards.

- Progress of Y10, 9 and 7 against main Ofsted targets for improvement

Mrs Kerry, Deputy Principal circulated a report comparing the Spring Data Collection, End of Year Predicted Grade versus the End of Year Target. She outlined the main points

The Governors asked why there is a Maths percentage of 44% on or above target in Year 10 was lower than Year 9 and Year 8.

The Deputy Principal explained that there were 29 students who were not making their expected level of progress. They are currently being taught by a Vice Principal to raise their grades. The uncertainty of the threshold grades were also a factor.

The governors discussed the data. Deputy Principal explained that the younger years are stronger as the quality of teaching has improved. The Ofsted Inspector was positive about the catch up strategy.

The Deputy Principal explained that the Science was a similar picture however the data for the younger years will need to be triangulated as part of the quality assurance process.

A Governor commented that the change in format of the report was confusing as the Progress 8 score had not been presented.

The CEO advises that they had been advised not to try and calculate. Mrs Kerry reminded the governors that SISRA held additional information.

The Principal will circulate the full report at the next meeting.

A Governor asked why the Year 8 Modern Foreign Language figures were low.

The Deputy Principal confirmed that it was due to the quality of teaching. However when students make their option choices those students who are on track to achieve their target will be encouraged to continue. For those students who find the subject difficult they will be able to choose another subject.

- Behaviour and attendance data

Mr Gladwin outlined the current attendance figures. There is a slight drop from last year at 94.5%. The Year 9 and 10 attendance has dropped and work is being carried out with the attendance team to raise attendance.

Since the change of staff in the Manor Inclusion unit there has been a significant drop in repeat offenders to the unit. The work carried out with Mr Waterhouse and Mr Fawcett was making an impact.

The governors asked if there was a trend in specific subjects

Mr Gladwin confirmed that where the teaching is good there are less referrals, however larger teams have a workroom where they can isolate students.

There was a discussion but the behaviour points system and Mrs Kerry informed the governors that since the introduction of two new head of year there had been reduction in the number of behaviour points.

6. Pupil Premium Report

Mrs Kerry distributed a pupil premium strategy statement and outlined the current plan.

The mid-term review indicated with regard to improving the outcomes for the most able Pupil Premium students with high levels of attainment from KS2 in KS4 outcomes that:-

- In Y11 the Most able PP students have a residual of -0.63, the staff are predicting this will increase when they have completed the teaching input and fully prepared students for their examinations.

The mid-term review indicated that with regard improving the outcomes for SEND Pupil Premium students.

- In Y11 the students who are SEND and PP are currently +0.039 demonstrating a positive increase on last year's score.

The mid-term review indicated with regard setting up a Mentoring programme to support Pupil Premium students in school a Vice Principal Mrs Bett has allocated mentors for all PP students, structured conversations (Achievement for All) conversations took place in January 2017

A governor questioned some of the terminology and the layout.

Mrs Kerry advised it was the recommended template to use for this report.

Action: Governors to review and contact Mrs Kerry with any questions.

Mrs Kerry outlined the other strategies that the academy had adopted:-

ZORBA - Mrs Kerry explained the ZORBA system where middle leaders meet regularly to discuss the progress of Year 11 pupil premium students, what strategies could be used and what else could be put into place. It was planned to cascade to the younger years imminently. An example was distributed Governor QA – Seeking the views of students. – a governor monitoring visit had taken place where the views of Year 7 and 8 students were sought by two governor who asked the students a list of pre-arranged questions. A monitoring report had been completed. The governor's feedback to the meeting. The governors asked that the completing monitoring visit forms are circulated to all governors.

Action: Clerk to upload the governor portal/circulate.

7.30pm W Pearce left the meeting

7. Curriculum Recruitment

The Principal and Deputy Principals outlined the future curriculum staffing. The main points included:-

1 day a week a music teacher is coming from Ashfield

Two Design and Technology teachers have been recruited

Deputy in Humanities has been seconded from Ashfield

Part time Scientist has started but still outstanding a Head of Science. The Principal requested that the pay scale could be on the Leadership band in line with the Head of English and Maths to attract quality candidates. The Governors discussed the proposal

AGREED

Two teachers of Science, an ICT teacher and a Head of English are still to be recruited..

There was a discussion regarding recruitment strategies

8. Governor Monitoring Visits

Potential monitoring visits include

- Safeguarding
- Pupil Premium

Action: Governors to email Clerk to arrange any monitoring visit requests

9. Correspondence

- None

10. Determination of Confidentiality

All confidential items minutes separately

11. Dates for next Meetings

Full Governors meeting changed from Thursday 25th May to Monday 22 May 5pm