



Diocese of Chelmsford Vine Schools Trust

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Standards and Performance Committee Meeting Minutes

DATE AND TIME: Friday, 12th May 2017 at 10.00am
VENUE: Chelmsford Diocesan Offices

MEMBERSHIP:

JCo	Joan Costello+	Director
CH	Caroline Haynes*	Director
DO	Doris Olulode+	Director
BP	Becky Poynter*	Director
ES	Elizabeth Snowden*	Director

IN ATTENDANCE:

JW	Jackie Williams*	Academy Support Lead
SH	Sharon Hogan*	Clerk

*indicates attendance

+ indicates absence

VINE TRUST SCHOOLS:

BUL	Bulphan CE Primary School, Bulphan
GRE	Great Clacton CE Junior School, Clacton
HOW	Howbridge CE Junior School, Witham
JCO	St James CE Primary School, Colchester
LAT	Latchingdon CE Primary School, Latchingdon
MBG	St Margaret's, Bowers Gifford
MIS	Mistley Norman CE Primary School, Manningtree
ROL	Rolph CE Primary School, Thorpe le Soken
SAA	St Andrews CE Primary School, Weeley
SJH	St James CE Primary School, Harlow
SMI	Southminster CE Primary School
STC	St Cedd's CE Primary School, Bradwell
STO	St Osyth CE Primary School, Clacton

10/17 **WELCOME AND PRAYER**

Caroline Haynes welcomed everyone to the meeting and thanked everyone for nominating her as Chair.

Caroline opened the meeting with a prayer.

11/17 **APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Doris Olulode and Joan Costello.

12/17 **NOTIFICATION OF ANY OTHER BUSINESS**

There were no late items of business.

13/17 **DECLARATION OF BUSINESS INTERESTS/CONFLICT OF PECUNIARY INTEREST**

There was nothing to report.

14/17 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 31st March 2017 were agreed and signed as a true record.

15/17 **MATTERS ARISING**

There were no matters arising.

16/17 **ACCOUNTABILITY FRAMEWORK**

The Committee will offer support to all Academies and have the ability to challenge and question when necessary. The Committee will rely on Jackie as the Academy Lead to update and give the Committee guidance on framework changes.

Jackie updated the meeting that new framework is being implemented in September 2017.

Key accountability areas are:

- Pupil Premium
- Safeguarding
- SCR
- References
- Attendance

New Safeguarding documentation has just been issued.

Becky has access to a Governors Platform that was built by Governors for Governors and Becky was going to show it to the Board over lunch.

Every School has an external review yearly and John and Jackie are performing their own Ofsted Inspection. All Headteachers are looking at their data and conversations are being held so they are confident talking about their groups and data.

Headteachers need to see what "Good" and "OUTSTANDING" Ofsted looks like so John and Jackie are looking at the New Rickstones Academy in Witham – looking at how to set up and implement hubs. Although still confidential – Pupil Asset has been chosen as the primary system for all academy schools. All current schools in the Vine will be up and running by September 2018. Most academies are welcoming this new system there is only 1 academy that is not.

17/17 **STANDARDS UPDATE**

Jackie reported that there is no school in danger of coasting at present, albeit a couple of schools may in 2018.

Coasting over 3 years is anyone under the threshold for: Reading -2.5; Math -2.5 and Writing - 3.5.

Jackie updated the meeting on the following schools:

St Andrew's – Just received the Challenge Partners Report which was good with some outstanding – very positive report.

It was agreed by the Committee that anything the schools achieve that is felt a Congratulations Letter should be sent for please let the Chair know so a letter can be sent out.

Southminster – Only 1 teacher remaining from September last year – all other staff are new in post. Head of School, Ola Laniyan is putting learning behaviours in place which are working. They have moved 2 sites to 1 site apart from the pre-school and this has really helped. They are working closely with St. Cedds.

St Cedds – Data is not showing any improvement but this is because the original data was not correct. It was noted that the PP Cohort = 4 but pupil premium data was not on the report. The Committee agreed that in the long term this level of data would not be needed at this meeting but not until the right level of confidence is sought at the LGB level.

The Committee have requested a pen portrait on St. Cedds for the next Board Meeting on the 12th July 2017.

Mistley Norman – Caroline visited Mistley Norman in her Board Director capacity and was impressed with the Headteacher who is very hard working and wants to give these children what they deserve. Support is being given to the Headteacher by Jackie who is carrying out some coaching and Mark Carter-Tufnell from St. Osyth is the Mentor and both the Headteachers talk on a weekly basis. They are hoping to take over the pre-school in September – this is being presented to the Board this afternoon for approval. This will help their intake going forward.

Howbridge – Are due an Ofsted inspection any time now. Jackie recently visited the school and it has a very good feel about it.

John and Jackie are going to carry out their own pre-inspection in May. The Chair asked for a copy of the report for the pre-inspection to be sent to the Board members.

St James Colchester – Have smaller class sizes which is having a positive impact. They are looking at taking over the pre-school which will improve standards and double in size.

Interventions being implemented and a nurture unit for 6 children is being set up.

They do have a problem in the math area and some moderator training has taken place.

St Osyth – Autumn 2 is more positive than Spring 2. Jackie informed the meeting that there is greater focus – more confident – cross moderation. The Committee noted this response given and relayed that the Committee will be monitoring this as time goes on.

Latchingdon – Their current SIAMS was good their previous Ofsted was low good.

St Margaret's; St Andrew's and Rolph - These 3 schools received the better side of Good on Inspection and are working on getting some elements of outstanding.

The Trust are working on the journey from good to outstanding. Encouragement is given for Headteachers to visit local schools of similar size that are outstanding so they can see what is needed to achieve this result.

The Chair thanked Jackie for her time to come and update the Committee and relayed that the Committee were here to offer support to all Academies, if and when needed.

18/17 **ACADEMY VISITS**

Visits to Mistley Norman and St. James Colchester had taken place. Both visits were very positive, hard-working Headteachers in place and doing a good job.

The update on Ridgewell was very positive - a HMI visit had taken place and the LA were at the school carrying out a review on Governance.

The Committee felt that the Board needed to clarify the purpose of the visits to schools by Board Members with a possible report visit form for completion and a copy given to each Headteacher in advance. This would assist all Headteachers in knowing that these visits are to assist and be supportive not add to their workload.

19/17 **NEW CONVERTORS**

Ridgewell – due diligence completed.

Orsett and Bulphan – Tupe completed.

20/17 **SUMMARY OF RECOMMENDATIONS TO TRUST BOARD**

- Clarity on Board Member visits to school and recommending a Report Visit Form that is given to Headteachers prior to the meeting.

21/17 **ANY OTHER URGENT BUSINESS**

None.

22/17 **FUTURE MEETINGS**

2016/17

Summer 2

14th July

2017/18

Autumn 1

22nd September

Autumn 2

1st December

Spring 1

9th February

Spring 2

16th March

Summer 1

11th May

Summer 2

13th July

2018/19

Autumn 1

21st September

PLEASE NOTE AMENDED DATES IN BOLD

23/17 **CLOSING PRAYER**

The meeting closed at 12.10pm with a prayer blessing each member of staff and each school that they will flourish in the Christian Church.