

## School Performance Sub Group

### Minutes of the meeting of the SPSG held at the Tickfield 6<sup>th</sup> November 2018

**Board Members Present: Brin Martin (Interim Chair) (BM) ; Neil Houchen (NH); Darren Woollard (DW); Maurice Sweeting (MS); Tim Barrett (TB); Lisa Clark (LC); Amanda Champ (AC); Jim Johnson (JJ); Maurice Sweating (MS)**

**1. Apologies, Welcome and introductions if required**

Jerry Glazier Union,

Welcome from the Chair – Neil Houchen

**2. Notes of the last meeting, matters arising**

Minute: discussed and agreed

<b>Matters arising –</b>	<b>Action</b>
<p><b>Cecil Jones</b> – BM visited Loxford Trust and met with the CEO. Brin reported positive meeting. New Headteacher starting in spring term Richard Micek. Due diligence is taking place this week.</p> <p>The CEO of Loxford trust offered LA a place on the IEB for the first year.</p> <p><b>Vulnerable secondary schools</b> – Simon Lefley and BM met with DfE Sue Baldwin. Positive meeting discussing proposals and way forward. Item on the agenda</p> <p><b>Grammar School Project</b> – Successful drive with Southend pupils up by 50 this year. BM advised he will brief members regarding the project and liaise about the way forward.</p> <p><b>Violence and Vulnerability</b> – significant media coverage, major collective push. LC and NH reported there has not been anything seen by schools specific to the drive and campaign.</p> <p><b>BM to report to the VV meeting – make sure all schools are involved and kept in loop.</b></p> <p>DW advised note in minutes needs amending from Croydon to visit to Harrow – Chris Farrell (Hamstel Junior) and assistant head are going to visit Harrow and their programme in action –impact it has in schools, possibility of Hamstel Junior and Blenheim to become a lead schools in this drive taking it forward.</p>	

**3. Southend on Sea data Matrix and Borough level data analysis**

Minute: Noted that documents circulated are Risk Register showing potential issues and not definitive. SPSG group to discuss the content and note actions against concerns.

<b>Matrix</b>	<b>Action</b>
BM discussed the document – strong profile of attainment.	

<p>KS1 not following profile and is the only Key Stage that is below national. LA invested heavily into the early years to make a difference. Discussion regarding targets for KS1 in comparison to foundation stage.</p> <p>Discussion took place about skills and further education, and post 16 opportunities.</p>	
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**6. Interim Data Collection Request**

<p>AC reported that the date has been moved to January to make sure that the schools are happy</p> <p>DW expressed concerns that January data collection is possibly late.</p> <p>SPSG have been asked to give a steer to AC regarding timescale of the data collection – discussion took place regarding the timeline of the support offered.</p> <p>SPSG invited to express opinions what offers would be helpful to schools regarding school improvement. The offer is to schools that need support and intervention.</p> <p><b>SPSG agreed as part of Annual Visits to chase up on the data and explain what is the data being used for and discussion.</b></p> <p>NH advised of possibility that schools might view data collection in a different light and it needs to be rephrased – partnership arrangements, openness and sharing and perception – repackaged and resold?</p> <p>DW suggested every year the school invest in year 6 – revision guides, CGP, preparation year 6 cohort.</p> <p>Viable funding options for schools to be offered – discussion took place regarding options.</p> <p><b>AC to follow this up with an email to LLEs and send the offers and options around.</b></p>	
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**7. Annual Visits 2018**

Update from Amanda Champ

<p>AC gave update – Response and reaction to Primary Annual Visits – schools were able to pick the allocated LLE from the pool. AC reported positive response to the option.</p> <p>AC gave update on schools that did not engage and pulled out.</p> <p>AC advised the school visits going to be done a bit different – as the visits come in, the support will be brokered so the schools are not waiting instead of having all the school visits completed and then putting in the support.</p> <p>AC advised we are looking to recruit new LLEs – possibility to work across boroughs.</p> <p><b>BM and AC to liaise regarding the visits out of the meeting and bring back to SPSG.</b></p>	
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BM to liaise with Diocese regarding the schools not engaging.

**8. SEND Risk Register – Primary and Secondary**

**Attainment and progress**

BM reported on SEND inspection - outcome not public yet will share with SPSG once in public domain

Data team pulled together risk register for the SEN schools – Document discussed. Number of cohort to be included.

AC – currently working on assessment support package with Jackie Mullan – the schools will be approached that had the most issues regarding the assessment of pupils.

SEN schools to be included in the annual visits this years. Julie Hollingsworth will be conducting the SEN annual visits.

**9. Meeting with RSC and staff**

**BM, Simon Leftley and Amanda Champ**

Met with DfE – Sue Baldwin, Clare Mycock,  
BM reported on the meeting – positive meeting, place planning, reading drive, supportive of collaboration regarding the three secondary schools,

BM raised the non-attendance of DfE. Dates of SPSG have been provided and will be circulated again.

BM advised LA invited all the CEOs/Headteachers and DfE to a joined meeting regarding issues and challenges of the three vulnerable schools and support needed.

BM to report at the next meeting what will be happening regarding support and actions.

**RE Agreed Syllabus Launch**

Launch will take place in early December.

**AOB**

**Imminent Ofsted inspection -**

Inspection hit list –SPSG discussed schools that are likely to be inspected shortly;

Porters Grange

Blenheim

Friars

Hamstels

Hinguar

Thorpedene

Darlinghurst – from Dec 18 onwards

Belfairs from Nov 18  
Cecil Jones – June 19

JK to ask Rachel Marshall to send out the list of the new heads and academies.

BM to share summary hit list with the heads at the schools.

NH – discussion took place regarding different inspection. Non inspection of the outstanding schools for years, difference of section 5 and section 8 inspection. Lot of issues that are coming out. Disquiet amongst the schools and unfairness of the inspection and different frameworks.

**Letter from LSCB**

All to need to look at and return back. It is important that is enforced and all need to comply. Undertake your own due diligence about the files on pupils.

**New post – head of school provision and performance.**

Restructure took place, advert going out after internal recruitment has not been successful.

Annual Conversation with Michelle Winter – BM AC and Simon Leftley are meeting with Michelle on Thursday

**10. Next Meeting**

Minute:

**CHAIR** \_\_\_\_\_ **DATE** \_\_\_\_\_