



Present: Tracy Penfold (Chair)
Phil Grundy (Principal)
Sophie Boyack
Claudine Crossley
Christina Edward
Ginette Hogan
Andy Sikora

Also present: Tom Capewell and Nick Hyde (Deputy Principals)
Cally Halkes (Vice Principal)
Nigel Armsby
Tim Morris (Company Secretary)
Sue Gill (Minute taker)

Action summary

8.3	Tracy Penfold to obtain a detailed assessment of the predicted KS4 results.
10.3	School to research information for an educational visit to Morocco.
11	Tim Morris to give a demonstration on the new school website at the next TB meeting.
13	Date of next meeting – to be confirmed

1. Welcome and Apologies for Absence

- 1.1 Tracy Penfold welcomed Trustees to the meeting.
- 1.2 An apology for absence was received and accepted from Jonathan Kemp. An apology for lateness was received from Cally Halkes.

2. Declaration of Interests

There was nothing to declare in regards to the agenda items.

3. KS5

This item was presented by Nick Armsby.

3.1 Predicted KS5 results

- 3.1.1 It was noted that not every subject was entered at AS level. Attention was drawn to one of the documents that highlighted the predictions per subject. The subjects in the red boxes were the top 100 in the country. There was confidence that the overall AS score would be a comfortable 2. It was not thought that this will increase to a red 1. The predictions could be in the top 25% of the country.
- 3.1.2 Trustees noted the predictions for each subject.
- 3.1.3 The end of year assessments for AS and A level were not yet completed. The examinations timetable will start from week commencing 3 June 2019.

Q1: Will data be available before half term?

A: It should be available by then. The Year 12 data information will be reported to the autumn term meeting.

Q2: Will the other subjects remain as AS?

A: The same subjects will be entered next year including History. It was not appropriate for every subject to be entered for examinations.

Q3: What if the U grades turn out not to be U grades?

A: The software used for a level tracking enables to work on the grade and see how 'what if' could affect the overall score.

3.1.4 The A level predictions were a mixture of mainly red and some black. Attention was drawn to the blue subjects

3.1.5 The validity of Design and Technology was an issue, as there were only 9 students taking this subject.

Q: Historically did this subject perform badly?

A: Cohorts were small, this year's was nine.

3.1.6 Sixth form numbers were volatile. A total of 384 applications had been received, with more external applications than internal, namely Eden Girls. It was noted that there was a slight annual decrease. The school held themed assemblies for Year 11 students. There were also assemblies with students from local schools who do not have their own sixth forms i.e. Frederick Bremer, Walthamstow School for Girls, Eden Girls and South Chingford.

Q1: Was it hoped that the conversion rate will increase for sixth form students?

A: There was concern that this had decreased and there was a likelihood that there will be less internal students.

Q2: Was this a similar pattern with other schools?

A: Nationally the sixth form numbers were decreasing as more students were undertaking apprenticeships.

Q3: Of the internal students, how many were going to other schools' sixth form colleges?

A: Numbers were uncertain. Some students were attracted to other schools who promoted themselves as the best and based on their previous examination results. Apprenticeships were also another avenue. It was felt that there was a wider choice of subjects that could be promoted/highlighted. Also the school offered more flexibility as students were able to undertake four subjects.

Q4: Were students allowed to do four A level subjects?

A: If they wanted to, but that would depend on the first year. All students had the option of reducing their subjects.

3.1.7 Trustees noted that all external sixth form students were invited to a Sixth Form taster day.

Nick Armsby was thanked for his presentation and left the meeting at 7.36pm

4. Minutes

- 4.1 Trustees received the minutes of the meeting held on 29 January 2019 and agreed these to be an accurate record of the meeting, subject to the following amendment:

- 4.1.1 Present – should read Sophie Boyack and not Sophia.

Tracy Penfold signed a copy of the minutes and these were retained by the school for filing.

4.2 Matters arising:

- 4.2.1 Minute 3.2.2 – The information to be presented in the autumn term will also include the gender pay gap.

- 4.2.2 Minute 8.2 – The Careers Policy Statement on Provider Access was ratified at the Trustee Board meeting on 1 April 2019.

- 4.2.3 Minute 9.3.3 – Mixed ability bands was to be discussed later in the meeting. The curriculum reforms were reported at the last Trust Board meeting. The new Ofsted framework will be coming into effect on 1 September 2019. The Trust Board will be holding a training day in July 2019.

5. Policies

5.1 Sex Education

- 5.1.1 The policy was due for a review. The Principal informed Trustees that a new DfE Relationships and Sex Education Policy will be published in September 2020. There will be a need to consult with the stakeholders. This will be ratified in time for the start of the 2020-2021 academic year.

Q1: How many students had withdrawn from lessons?

A: One student.

Q2: If a student was withdrawn, did they have the right to privately receive Sex Education?

A: They can up to the age of 16. This was written into the policy. This teaching of this subject was very sensitive. The purpose of the lessons was to make students aware about sex and relationships.

6. Curriculum Organisation

This item was presented by Nick Hyde

- 6.1 The report was in response to variety of stimuli, including the draft Ofsted Framework from January 2019. The focus had shifted from results. Meetings were held with the Heads of Year to discuss the structure and rationale of the curriculum. The core values of the school was a balanced education and a school that served the local community.
- 6.2 Trust Board members received the positive report. The school values had not changed, along with the aims and outcomes. Setting and mixed ability teaching in all the key stages was taking place. The report gave details on each key stage and subject in the next academic year via the timetabling software.

Q1: Was there is not clear way to get best results based on the skills of the teachers?

A: There was no right of wrong way about setting and mixed ability.

Q2: Was a reasonable mix ensured across the three mixed ability groups?

A: There was a reasonable mix. Year 7 - there were two different data sets for based on the SATs scores for English, Maths and Science and also the CAT score. As Year 6, the students undertook the CAT test on the induction day (usually held in June). The classes were balanced. The vast majority of schools had setting for English and Maths. There was flexibility for other subjects.

Q3: Did the CAT test capture the high majority of Year 6 students?

A: All students undertook this test and information was given to the parents, including how they could support them at home.

Q4: Was thought given to a different way of setting English?

A: Thought could be given to the structure of the setting. The teaching of English had changed, but in terms of improved literature results, this would take time.

Cally Halkes joined the meeting at 8.02pm.

Q5: What about the higher prior attainers etc. Were they tracked according to the sets and how was their progress known?

A: Tracking was carried through the first two data drops. Data was flagged up to all Heads of Departments, so that they knew what data looked like in sets.

6.3 It was unusual to offer setting in the sixth form. Generally speaking KS4 was based on mixed ability and options. There was setting in English, Maths and Science. Sixth formers could take four options.

7. Alternative Provision and Off-rolling

This item was presented by Cally Halkes.

7.1 It was acknowledged that mainstream education did not suit all students. They had the opportunity to attend Alternative Provision, provided by the Hawkswood Group at the Pupil Referral Unit (PRU), Post 16 colleges and Independent schools. Students had an opportunity to access academic and vocational courses. Participation in Alternative Provision came under various options, including students at risk of permanent exclusion and not suited to mainstream education.

7.2 Information of how the Fair Access Panel (FAP) operated was outlined.

7.3 Trustees noted the Ofsted definition of Off rolling. Cally Halkes informed Trustees of arrangements put in place for a particular student.

Cally Halkes left the meeting at 8.40pm.

8. Predicted KS4 Results

This item was presented by Tom Capewell.

8.1 Trustees were referred to the document in the pack, which gave information on the headline figures from the latest set of Year 11 data. .

- 8.2 Trustees noted how well certain subjects were progressing compared to others.
- 8.3 It was questioned how the school compared to national average. There were no external measures for Years 7, 8 and 9. Nick Hyde regularly met with the Heads of Department to discuss students' progression. Examples were presented in the form of pie charts. The Chair will contact Nick Hyde regarding a detailed assessment.

ACTION: Tracy Penfold.

Christina Edward left the meeting to 21.25pm.

9. School Improvement Partner (SIP) Report

- 9.1 The report from the SIP visit on 25 April 2019 was noted by Trustees. The Principal wanted the SIP to have an insightful look at teaching and learning in the classrooms. The SIP report verified what has been reported to this committee and Trust Board meetings.
- 9.2 The SIP was very impressed with the judgement of the Senior Leadership Team during observations and the quality of feedback to staff.

10. Update on Educational Visits

- 10.1 In principle, it was proposed to undertake an education visit to Marrakesh in the next academic year. It was recognised that the cost was high, but families could apply for a payment plan. It was questioned whether there were other possibilities for families that could not afford the trip.
- 10.2 Other trips would be arranged that all students could attend. As part of Geography, there were field trips and other aspects of the curriculum included day and residential visits.
- 10.3 Trustees supported the proposed visit and agreed that staff carry out the relevant research. It was noted that the proposed visits to Germany and Poland were cancelled due to low interest.

ACTION: School to research information for an educational visit to Morocco.

11. Website Compliance

Tim Morris informed Trustees that the school's website was compliant with the statutory and relevant documents. The Accessibility Plan is to be updated. The website was currently being updated and will be relaunched in September 2019. A fuller demonstration of the website will be given at the next Trust Board meeting.

ACTION: Website demonstration.

12. Update on staffing

The Principal gave Trustees a staffing update. Internal and external appointments were highlighted. The school was experiencing recruitment challenges, which was a national concern. The Computer Science post was appointed after the third attempt. It was stressed that the school was not going to lower standards in order to recruit to vacant posts. The deadline for summer term resignations was 31 May 2019.

13. Date of next meeting

To be confirmed.

14. Any Other Business

14.1 Future Chair of AEC

Tracy Penfold involved Trustees interest to undertake the role of Chair in the next academic year.

ACTION: To be detail what the role entails – Tracy Penfold.

The meeting closed at 9.50pm.

Chair: (print)

..... (sign)

Date: