



**Standards Committee Meeting
Tuesday 21st March 2017, 10:00
at Kimberworth Children's Centre
Kimberworth Rd, Rotherham S61 1HE**

ACTION POINTS SUMMARY SHEET

Actions		By & Target Date
4.2 28/11/16	Some Federated Policies still on show that need to be removed as new Nexus ones override	CS
4.2 28/11/16	Some over-arching Nexus policies might need individual school appendices? 21/03 agenda item 14.1	HTs
4.2 28/11/16	Sharing policies with staff – need time to ensure staff have reading, discussion & sharing time	Completed
4.2 28/11/16	Work to ensure comprehensive list, standard grouping across Nexus and clear presentation on websites 21/03 agenda item 14.1	CS On-going
4.3 28/11/16	Change title to MAT Schools' Improvement Plan	Completed
4.3 28/11/16	Section 1 - JC/JT/AB to have discussion on format of report & headings before next cycle	Completed
4.3 & 4.5 28/11/16	WC to explore options for use of personal health budgets 4.5 - Lack of DBS info on NHS staff. Can we approach CCG for them to alter their commissioning contracts to require that schools receive NHS DBS info?	WC
4.3 28/11/16	Section 3 – RPI reporting. - JT circulated an action plan on how it will be addressed. Individual school data dashboard information needed. Report to come to next meeting – clear understanding analysis & plan 21/03 – agenda item 14.2	JT
4.5 28/11/16	External Audit of SCR - WC to bring action plan & update of work to next meeting 21/03 on agenda item 14.5	Completed
5.1.1 28/11/16	Link Governors for T&L within LGBs could be Associate Governors on this committee? WC to approach Link Governors re their attendance 21/03 Kelford T&L Link Governor attended meeting agenda item 14.7	Completed
5.1.1 28/11/16	Plan of work for Committee on annual basis WC to develop 21/03 Plan of work has been shared. To be circulated and added to the next agenda	WC/Clerk 26/6/17
14.1 21/3/17	WC to arrange with IB for the policy spreadsheet to be put on Nexus website or on Share Point	WC/IB 26/06/17

14.3 21/3/17	Provide information re questionnaire to parents	JT 26/06/17
14.4 21/3/17	Explore the possibility of systems integrating to include financial information	WC/TB 26/06/17
14.4 21/3/17	Establish if a fee could be paid for providing expert advice to the Dataset company	JT 26/06/17
14.8 21/3/17	Add Strengthening links with Governors to next Agenda	Clerk Completed



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Attendees:

John Coleman	Chair/Member/Director	JC
Amanda Benton	Associate Director	AB
Warren Carratt	CEO Nexus MAT	WC
Jacky Tattershall	Nexus School Improvement Lead	JT
Andy Child	Member/Director	

Also Present:

Diane Hyner	Clerk	DH
Caroline Firth	Governor Kelford LGB	CF

Apologies:

Peter Castleton	Director	PC
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10. APOLOGIES FOR ABSENCE		Actions						
10.1	To accept apologies for absence <ul style="list-style-type: none"> • JI had tendered his resignation as a Director of Nexus Trust from 17th March 2017 							
10.2	To receive, but not accept, apologies for absence <ul style="list-style-type: none"> • There was no apologies received from Peter Castleton 							
11. ITEMS OF URGENT BUSINESS								
11.1	Chair to determine any items of urgent business to be considered Discussed at this point <ul style="list-style-type: none"> • Catherine Hall will join the Standards Committee as the new Director for Safeguarding 							
12. DECLARATION OF INTERESTS								
12.1	Individual Governors to declare any personal, business or other governance interests on any item on the agenda <ul style="list-style-type: none"> • There were no declarations of personal or business interest 							
13. APPROVAL OF COMMITTEE MINUTES								
13.1	To approve the minutes of the following meeting: <ul style="list-style-type: none"> • Standards Committee meeting held on 28th November 2016 • Minutes Agreed 							
13.2	Matters arising from the Minutes <ul style="list-style-type: none"> • The actions are on the agenda with the exception of 5.1.1 							
	<table border="1"> <thead> <tr> <th>Questions & Challenges</th> <th>Responses</th> <th>Further action(s)</th> </tr> </thead> <tbody> <tr> <td><i>I thought the plan of work for the committee would be on the agenda but I can't see it</i></td> <td>I will arrange to distribute the plan following the meeting and it will be on the next agenda. We have followed the LGB model of focus. This meetings focus is Teaching & Learning, the next Safeguarding and then Leadership and Management</td> <td>Clerk 26/06/17</td> </tr> </tbody> </table>	Questions & Challenges	Responses	Further action(s)	<i>I thought the plan of work for the committee would be on the agenda but I can't see it</i>	I will arrange to distribute the plan following the meeting and it will be on the next agenda. We have followed the LGB model of focus. This meetings focus is Teaching & Learning, the next Safeguarding and then Leadership and Management	Clerk 26/06/17	
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14. ITEMS TO BE CONSIDERED								
14.1	Policy Review Forward Plan <ul style="list-style-type: none"> • This report is very impressive and gives clear information • There is currently a large piece of work taking place with Headteachers and Clerks looking at all policies • The spreadsheet shows a list of all policies at school and trust level • The ones highlighted in purple are statutory policies • Trust policies to replace RMBC overarching policies • DfE have reduced number of statutory policies but we need to have a range in place regardless. • Large piece of work needed to update the policies • The report gives us an overview and timescales when needed to be reviews with 							

a number needed to be updated prior to June

- The policies will need ratifying at the Trust Board and there will be an exception report with what has changed since the policy was last approved
- There will be indication where there will be a trust wide policy or if schools need additional appendix

Questions & Challenges	Response	Further action(s)
<i>Do you mean the standards or trust board</i>	The Standards committee has responsibility for underpinning the policies but I do not think we have delegated powers down to the Standards Committee to approve. The most efficient way forward would be for trust boards to approve when scheduling allows and standards committee to approve when the Board are not able	
<i>Are we happy to amend the terms of reference of this group to include policies</i>	Yes that would be useful	
<i>Will we see this spreadsheet online as it is helpful information so people can form their own questions? I assume this is an organic process</i>	I will speak to IB to see if it can be put on the website or trust share point	WC 26/06/17
<i>Don't forget to include policies that have to be in place when working with partners i.e. premises management companies</i>	We have adopted Kimberworth's and this is reflected in the policies	

14.2 MAT Improvement Strategy 2016/17 action plan

- There are 2 key documents which have gone out
- The action plan contains a summary of the report
- The full information is contained in the report
- The report is split into 5 sections
- The first section is actions from the last meeting at Point 2
- I have highlighted actions that have been taken – Kelford school is a bit further on than other schools in relation to policies because I have been involved with the process and the work is on-going
- RPI reporting – we had a long discussion about behaviour and consistency of reporting
- Dean Cotton started the review of policies, procedures and reporting
- It will take 4 or 5 meetings to achieve a consist approach across the MAT schools
- This is an important piece of work and Directors are glad the work has started. Pennine View should be included in future and we may learn some good practice from them
- Directors feel that if we do not have professional external reviews we will not

- have a full understanding of where we are
- It is a fair thing to say we have inconsistent practices across the MAT schools
 - They are different schools with different challenges and it is helpful we now have schools which gives us comparisons
 - The reports are good and is now generating lines of enquiries which we may never get the right answer but it puts us in a better position along the journey
 - JT spent time at Thornhill looking at reports and headings and presentation for MAT school improvement plan and reports in-particular financial implications
 - One thing we learned was to keep it tight and measure the impact
 - Key part of MAT improvement plan is about bringing schools together to learn together
 - Issue of Pupil Premium impact to be put on the Safeguarding & Wellbeing agenda at the next meeting
 - We need to know what each school is doing relating to pupil premium and explore if schools know what the impact is
 - Just to give an overview – behind the scenes a lot of work has been on-going. The SIF and SEF are now aligned across the 4 schools
 - We now know what we expect from teachers and have a consistency across school
 - Agreed a quality of teaching and learning schedule and agreed what we are reporting for behaviour and there is a common framework
 - We have agreement of key areas
 - Complete peer reviews and joint observations across the schools at all levels
 - It would be great next year to get newly qualified doing joint observations
 - We are looking at school holiday provision with the CDT across the schools

Questions & Challenges	Response	Further action(s)
<i>Is this about a MAT improvement strategy or a MAT school improvement?</i>	It is a misnomer on the agenda and it is schools	
<i>In the table it says the meeting took place on what date?</i>	22 nd Feb 2017	
<i>Did that include pupil premium</i>	It was purely the strategic plan which feeds into the teaching plan	
<i>2.2 says all pupils will have a personalised approach – will this will be linked to a learning plan/package</i>	I welcome the issue being brought up I think we should have internal people going to each school to learn what is best and raise the ceiling	
<i>What we need to do is find the baseline and explore the possibilities There should be evidence when walking through the school What a great collection that could be in terms of</i>		

<p><i>a booklet so we have a common format</i> <i>What we learned</i> <i>What we did</i> <i>What we shared</i></p>			
<p><i>Abbey school has had 4% reduction in pupil premium but have made progress so it is understanding how that has happened – are they very resilient or have they changed their intervention</i> <i>It is getting an understanding of how schools work well with the money they have</i></p>			
<p><i>Item 1.2 Developing Leaders</i> <i>What about CPD? – there should be something about a CPD program and how teachers learn? Should they be accessing learning first? How are they going to achieve good practice?</i></p>	<p>Yes and there is information for CPD in the report and each school has it in their individual improvement plan</p>		
<p><i>How does each school approach CPD for its middle leaders and senior leaders</i> <i>Is there a common approach?</i> <i>Do we need to buy something in</i> <i>We need to ensure as a trust we have a consistency</i></p>	<p>This year we have tried to collate information re training. From September CPD costs being lifted into the MAT. This year the budget was £30k but has been underspent. There will be ownership as well as the resource in the central MAT Trust and there will be a 3 year plan. We now have permanent Headteachers in all school which at the beginning of the year we did not have.</p>		
<p><i>I think we have it the right way round and we have got the culture of working together right</i></p>	<p>We have one Assistant Head from Kelford attending Hilltop to help launch the Curriculum Pathways</p>		
<p><i>Half of the battle is communication and sharing. Sharing some of the monthly briefings to the wider population</i></p>			
<p><i>As a trust people will understand that we are investing in them and</i></p>			

<i>encourage them</i>			
<i>You attended the RSC last week – did you have a plan to weave that in?</i>	Yes – I think that is in there. It was listening to other MATs and that a number of trusts concentrate on the financial aspect but we need to ensure the school improve and the journey is our focus. It's about developing our own and how to get them to leadership and develop NQT's and if they don't want to be leaders how do we get them to be the best they can be I feel it will be exciting next year as it will be driving improvement through research		
<i>You are at a point now where you can broker what it is the children need</i>			

- 14.3 MAT Improvement Strategy action plan update
- The report is self-explanatory
 - The amber is work in progress
 - It is a really impressive what has been achieved in such a short period of time and it is a credit to you and your staff

Questions & Challenges	Responses	Further action(s)
<i>It begs the questions are we going to get this done this year?</i>	The work has been done with families but I haven't pulled this together For the next meeting I will bring this information	JT 26/6/17
<i>There is the school engagement report which is reported on a termly basis. LGB ask schools how they engage with the community</i>		
<i>My question is what does the MAT Trust add to the value of this, complimentary and adds on. I want to get a sense of what we can do as a trust</i>		

14.4 Data dashboard

- This is an update of the first dashboard but behind the scenes there is a lot of work on-going to bring you the information

- There is a prototype dashboard which we are currently trying to pull together
- We are working with a company called Dataset to get a bespoke package to be able to get the information. The company have offered to develop the package for free but there is an agreement that if the package works they can market the database
- This is a really important piece of work and this could also enable us to anticipate when there are areas where we need to do something
- We need to explore data trends and this report doesn't show that yet as it is a snapshot in time
- The work with Dean Cotton is on-going and we are only at the beginning

Questions & Challenges	Responses	Further action(s)
<i>In the top right hand corner there is information re finance. Would there be financial information and would it be live feed? Should we be looking at packages that includes all data i.e. finance, attendance, pupil premium</i>	I don't think there is a system like that available due to individual requirements. I am thinking of SIMS where there is a cloud which pulls information from a number of systems	
<i>Can we look at getting one system to include finance</i>	I will ask TB to look at this with IB	WC/TB
<i>The firm we are using, we are getting their time but they are getting your expertise and they may sell that on so you should be asking for a 5% or 10% fee</i>	Yes – we could explore that	JT
<i>The report would improve if you have arrows You have put some information in showing progress where it has progressed from amber in December and is now green. If there were arrows it show the direction of trend</i>		
<i>You have good IT support with MS who could help with this as he used to provide support showing data trends for the authority maintained schools pulling information from different systems.</i>		

<p><i>Sec 13 on the report – look at the figures but if you put arrows on it is a rather concerning picture</i></p>	<p>That is the reason they are not coded because the November figures is the outturn data of the year and March is the tracking data. But through the year with monitoring the outcomes would be better</p>		
<p><i>This tool needs to be anticipatory and it looks as though progress in all our schools has gone down. My suspicion is that is not true. You need a baseline which would show the rate of progress I am trying to make a point about how useful this report could be giving us a state of the nation</i></p>			
<p><i>Data relating to pupils outcomes – as a trust there is little historic data</i></p>	<p>As a Trust we can say we believe the personalisation agenda is right. I would want to see cogent argument about how it is, what it is, over a period so we can assess and test against expectations.</p>		
<p><i>Are the action plans personal to the children or is it about children not making good progress as you have got some children making below expected progress. Is it about new joiners to the school? It is important that you demonstrate in the report the new joiners to school and they are affecting the averages?</i></p>	<p>The figures reported on are the autumn term figures and the next figures will be March</p>		
<p><i>How much effort will it be to add in school 4 to the dashboard</i></p>	<p>It won't be an issue and I am hoping the new dashboard will be in place by September</p>		
<p><i>Hilltop has moved from red to amber and is in effect a self-governing school. We haven't moved from red to green which is understandable but can you talk us through why it is still amber and not green?</i></p>	<p>The data outcomes can only be as good as the quality of teaching and the processes in place. They have now got a quality assurance policy in place. The judgements of the SLT are now deemed to be accurate and the T&L observations are on the right lines but there isn't enough</p>		

	information to show it is right all of the time at the moment		
<i>If the SLT judgements are more accurate does that mean we will see a reduction of teachers scored good and outstanding?</i>	The standards are set higher now but I think they will do ok. There will be a drop in the number scoring good or outstanding initially.		
<i>When will Hilltop expect an inspection</i>	The same as the other schools after June 2018		
<i>Will the school be ready</i>	I think if we continue with the level of support they will and the school has good capacity to improve things		
14.5 Director Safeguarding Challenge Meeting Record			
<ul style="list-style-type: none"> A map has been drawn up about the assurance tiers as I had a fear that new people coming in would not understand the Safeguarding procedures Talked through the process with CH CH will link with the Headteachers and link governors regarding Safeguarding and be able to speak confidently about it CH is the safeguarding lead at Rotherham CCG and sits on the Safeguarding Board 			
14.6 External Audit Safeguarding Reports for Abbey, Kelford & Hilltop			
<ul style="list-style-type: none"> There is two reports, one is the SCR termly report which includes information of all 3 schools PV is not currently included in this report but a lot of safeguarding work has been on-going No concerns in any of the reports Abbey Safeguarding report looks at SCR and Walk around and will be fed into Abbey LGB 			
Questions & Challenges	Responses	Further action(s)	
<i>You are looking to get CPOMs across schools</i>	Yes it is in all the schools		
<i>Have the files now been merged</i>	All actions completed		
<i>What I have learned is that the SCR information is now electronic and is understood by SBM and DSL – it is how many people have access and understand the documentation</i>			

<i>Do you have a deputy DSL</i>	Yes but she would not be able to access the information currently								
<i>Does the SBM have access</i>	Yes but this is only on one computer which has excluded anyone else using it								
<i>I think I would want to know what the expectations are of the governor as I feel they should access the information as part of their lines of enquiries</i>	At our school we have an inspection by 2 governors My preference would be for an expert to come into schools and check that and support the governors								
<i>Are the governors on separate tabs</i>	Yes								
<i>We need to double check what is non-negotiable about the involvement of governors – I can see it is of great benefit bringing in an expert but it looks like we have delegated our responsibilities and we need to check what is laid down in the DfE and is it the same for MAT and mainstream?</i>	I will check the Keeping Children Safe in Education information	WC 26/6/17							
<p>14.7 Information Governance & Access to Data</p> <ul style="list-style-type: none"> I was hoping this was going to link back to the dashboard and the policy I am keen to look at this in relation to Directors and governors and how they have access to the information and how they are held to account. <table border="1" data-bbox="119 1467 1268 1691"> <thead> <tr> <th>Questions & Challenges</th> <th>Responses</th> <th>Further action(s)</th> </tr> </thead> <tbody> <tr> <td><i>Is that the policy statement that went to the trust board</i></td> <td>It is the one that went to the trust board and I am meeting with Peter Castleton to review as per the Board meeting action.</td> <td></td> </tr> </tbody> </table>				Questions & Challenges	Responses	Further action(s)	<i>Is that the policy statement that went to the trust board</i>	It is the one that went to the trust board and I am meeting with Peter Castleton to review as per the Board meeting action.	
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<p>14.8 Kelford Link Governor T&L Report</p> <ul style="list-style-type: none"> This report is good and speaks for itself It was interesting in relation to pathways Written a piece for governor matters and hoping to get some benchmarking with other schools It is interesting being pioneers for this system There has been a lot of information to take in which was incredibly detailed Science stood out and we are waiting for training for the maths where the red issue Science has been a concern for a while and the curriculum was not carried over 									

to the assessment but it is now.

- Science week will hopefully help as children are behind now
- All assessments and subjects will stop for the science week

Questions & Challenges	Responses	Further action(s)
<i>How do pupils know when they are making progress</i>	The information is shared on the app which the teachers use For early learners it could be something as simple as a gesture	
<i>How will the pupils go home and tell their parents when they see the information on the app</i>	This is very important in the school and the information is personalised to each child so we use a photo diary each week so parents can see achievements, certificates and telephone calls home. Reward systems We do individual plenaries, not class as we don't teach whole class	
<i>When SLT go round and observe the feedback is observed as part of the assessment</i>	Governors get that information from the T&L reports	
<i>I went to Heatherwood – real drive of talking through what we will do today to get to the next level – I don't know if the children could understand as cognitively and if it is making any difference to the child learning. On the one hand it is good to talk through with the child but on the other hand would the child understand and would it make a difference.</i>		
<i>Does each child have a record of achievement</i>	Yes and parent can see and contribute	
<i>Do you show the information at EHCP reviews</i>	Yes we do	
<i>I found this really enlightening as it formed questions in my head and would like to thank you</i>		
<i>How do we as a Trust Board help to support Link Governors and help</i>	I am meeting with the link governor from Hilltop LGB today to talk through what we need to	

<i>improve their role</i>	look at and what questions to ask		
<i>I don't think Governors are reflected in the SIP</i>	It is not a particular action for governors to scrutinise the SIP In effect we are likely to put link governors in an uncomfortable positions who do not feel confident or have the skills Just an hour with the head and the relevant lead is very useful		
<i>Do we need job descriptions</i>	We do have job profiles for Link Governors		
<i>Are you there writing of the SIP – we always include them at the drafting of the SIP and include the 20 questions that governors would ask Other schools the head presents Draft 3 and asks for comments</i>	No not at the writing		
<i>Does every school have its own improvement plan You could include the governor information in</i>	All schools have their own plan and the governor information will come out of the self-evaluation in September		
<i>How can we anticipate where there is a drop in the trend and get in there early? There should be a link between LGB's, committees and board. We need a voice unless you change the structure</i>			
<i>Skill, time and competence Something which helps is the provision of childcare</i>	That is to be celebrated		
<i>What money is available for childcare – there is money but you have to link it to The other issue is training at MAT level – we are putting on training which is poorly attended. This is due to commitments for attending LGB etc.</i>	I am keen to get some action points out of this Can we have an agenda item about how we strengthen the link governors		Clerk 26/6/17
<i>Is the school improvement role being advertised</i>	Yes it will be advertised nationally		

15. ANY OTHER URGENT BUSINESS	
15.1 To consider any other urgent business agreed by the Chair <ul style="list-style-type: none">No other business to consider	
16. CONFIDENTIALITY	
8.1 To consider the confidentiality of any items discussed during the meeting <ul style="list-style-type: none">There were no confidential items	
17. DATES OF NEXT MEETINGS	
<ul style="list-style-type: none">Monday 26th June 2017 at 10:00 at Kimberworth Children's Centre	

Minutes approved by Trust Board of Directors

CHAIR	SIGNATURE	DATE
JOHN COLEMAN		