

**MINUTES OF A MEETING OF THE HIGHAMS PARK ACADEMY EFFECTIVENESS
COMMITTEE HELD ON THURSDAY 13TH JULY 2023**

Present: Tracy Penfold (in the Chair) TP
 Claudine Crossley CC
 Andy Sikora AA
 Nigel Armsby (Principal) NA

In attendance: Nick Hyde NH
 Angy Osman AO
 Tim Morris TM
 Carl Robinson CR *up to the end of item 4*

Clerk: Neil Taylor

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
6.2	Thanks to be passed on to the Music Team for the Music Festival.	NA	a.s.a.p
	The date of the next meeting is to be confirmed.		

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 TP welcomed all those present to the meeting, and in particular CR who was presenting Item 4 on the agenda.
- 1.2 Apologies for absence were received, and accepted, from Ginette Hogan, Maria Eze and Tom Capewell.
- 1.3 The meeting was quorate with 4 committee members present.

2. DECLARATIONS OF INTEREST

- 2.1 There were no declarations of interest pertaining to any items on the agenda. Standing declarations were as published on the website.

3. MINUTES

- 3.1 The minutes of the meeting held on 27 April 2023 were agreed to be an accurate record.



3.2 Matters arising:

- 3.2.1 **A Trustee asked about the Sixth Form Taster Day.** NA said that 126 had attended, which was slightly down, although the day took place later than usual. It ran until the end of lesson 5, and there had been good opportunity to sample subjects.
- 3.2.2 **A Trustee asked about feedback from subject areas.** NA said that it was positive. Students had found the sessions helpful, and summer tasks had been given out to help bridge the gap between Year 11 and Year 12.

4. SEND / INCLUSION UPDATE

- 4.1 Carl Robinson (CR) presented a report.
- 4.2 CR said that since his appointment, he has spent considerable time reviewing the SEND register. He had discovered that some parents had not realised that their child was on the register, so he had needed to explain what that meant to them. His review was now complete, and he would continue to review the register termly going forward.
- 4.3 CR said that in all 211 were on the SEND register, and there were 27 EHCPs. Currently 34 Year 7s were on the register, but he expected this number to increase over time. He also predicted that there would be 35 students with EHCPs on roll next academic year, given the expected new intake of pupils.
- 4.4 CR highlighted that there was a particularly high number of students with SEND in Year 10 (60 on the register). A high proportion of these had persistent absence, especially the girls.
- 4.5 CR said that many students on the SEND register had multiple SEND needs.
- 4.6 CR said that his 2 Deputy SENCOs would oversee half of the EHCP students each, including observing them in a lesson, collating round robin information and undertaking a book scrutiny. The Literacy Co-ordinator would become a third Deputy SENCO, whilst also leading on EAL work.
- 4.7 CR presented reading age data from NGRT reading assessments. Trends included: boys having a lower reading age across all year groups, and 12% of Year 7 students having a reading age which was 3 or more years below their chronological age. Of particular note was that Year 10 boys had an average reading age below 15, which was the reading age expected to be able to access a GCSE paper. This correlated with behaviour data for Year 10.
- 4.8 CR outlined the Reading Action Plan, which involved the purchase of Bedrock at £14.5K and student focus on reading for 2 hours per week. A variety of models were being considered to get students to engage with the strategy. The preference was to kindle a desire to read rather than use compulsion.
- 4.9 CR reported that an HLTA had been appointed to drive the love of reading across the school. Also, the Library would be reopened. Ultimately, the aim was to become an Oracy School.
- 4.10 CR said that next academic year, all SEND pupils would have a pupil passport, which would identify the strategies teachers should use in their lessons to support that student. These would be written by the LSAs.



- 4.11 CR reported that he was building a good relationship with the Educational Psychologist, and would be meeting with the Speech and Language Therapist in order to plan some workshops for staff.
- 4.12 CR said that he had bought in dyslexia screeners, and was reviewing AP placements.
- 4.13 CR reported that he had responded to a number of EHCP consultations, where he had highlighted that the school could not meet the needs of the potential student. He had also conducted several transition visits to primary schools.
- 4.14 The Chair thanked CR for all his hard work and his helpful presentation. NA said that CR had been a fantastic appointment and that it was great to have him on board.

CR left the meeting at 6.28pm

5. ASSESMENT DATA UPDATE

- 5.1 Nick Hyde (NH) presented a report.
- 5.2 NH said that data had been collected for Years 7 to 10 following recent exam periods. He also said that Year 10 reports would be distributed on 14th July.
- 5.3 NH reported that Year 12 data would be available in due course, as the data window closed the next day. Staff had been writing extensively on reports. The reports would include: a predicted grade; a most likely expected grade; and a UCAS best case scenario grade.
- 5.4 NH said that the data, which had been collected, would be used as basis for action in September and October. There was the capacity to analyse the performance of different groups. Next year's assessment calendar had been mapped, along with a plan of what senior and middle leaders would be doing in response to the data.
- 5.5 **A Trustee asked if there had been feedback about the assessment calendar from teachers.** NH reported that it had been sent to union representatives, and that there had been a tweak to a data collection date as a result of feedback. It had not been sent to the whole staff body yet, though.
- 5.6 **A Trustee asked if senior leaders found that they had more time, now that the behaviour team was in place.** NH said that this had made so much difference. This included more time to visit cover lessons to ensure learning was taking place.
- 5.7 NH introduced the KS3 data, saying that Trustees should be aware that this was teacher assessment, and not linked to any external benchmarks.
- 5.8 **Year 7:** NH said that there were not many E grades for Art and DT - he would be emphasising to the Head of Department that grade Es could be achieved at that point – rather than worked up to over the course of KS3. Music data had reflected challenges with staffing and long-term absence. PE data would need further interrogation.
- 5.9 **Year 8:** NH noted that 56 students had targets of E, and as this was the top grade, it could not be exceeded, so the Upper Prior Attainment figures may have been a little depressed as a result. The SEND and Disadvantaged figures were looking suspiciously high, and would be monitored. In terms of Maths, it seemed that in year assessments were not sufficiently demanding. AO said that some of the Year 8 Maths content had seemed to mirror KS2 content.



- 5.10 Year 9: NH said that the Computer Science data seemed to be rather high.
- 5.11 Year 10: NH said that English data was giving cause for concern, especially for literature. Art data was really low – since the start of the year the Head of Department had been saying that target grades seemed unrealistic. Disadvantaged students were at -0.4, which was similar to national, but not what the school wanted to see. DT data was very low, thus there would be further support put in place next year. PE / Sport data was also somewhat of a concern.
- 5.12 Year 10: NH said that FFT indicated that Attainment 8 would be 5.18, if the school performed in line with national figures. Estimating a Progress 8 was fraught with danger, but next week he hoped to have the 'Press Release', including an indicative Progress 8 figure.
- 5.13 **A Trustee asked about Year 10 History data.** NH said that the data was not miles off where it should be. Historically, performance at History GCSE had not been as good as it should be. It was important for this cohort, though, as two-thirds of them were studying the subject. NA said that there would be a different Head of Department in place for next year.
- 5.14 **A Trustee asked about SEND data.** NH said that he would be making sure that the SEND students logged on Arbor matched the latest information from CR.
- 5.15 The Chair expressed thanks to NH and his team for the work done on data and assessment.

6. ANY OTHER BUSINESS

- 6.1 The Chair expressed thanks to all the Senior Leadership Team for all their work this year.
- 6.2 The Chair reported that she had attended the Music Festival, and asked for thanks to be passed on to the Music Team. **Action: NA**
- 6.3 The Chair expressed thanks to Tom Capewell, who was leaving at the end of term for his service to the school.
- 6.4 The Chair expressed deep gratitude to Andy Sikora, who was retiring as a member of staff and also as a long-serving trustee, for his dedication and commitment to the school. A presentation was then made to AS on behalf of the members and trustees.

The meeting closed at 6.57pm.