



**MINUTES OF A MEETING OF THE HIGHAMS PARK ACADEMY EFFECTIVENESS
COMMITTEE HELD ON THURSDAY 1 DECEMBER 2022**

Present: Ginette Hogan (Chair)

Tracy Penfold, Andy Sikora, Claudine Crossley, Christina Proffitt (part), Maria Eze (part)

Also in Attendance: Tim Morris, Company Secretary

Nick Hyde, Deputy Principal

Nigel Armsby, Principal (cover)

Clerk to the Governors: Caroline Russell

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
6	Date and Time of Next Meeting: Wednesday 11 th January 2023-5pm-School.	All to note. School/GS to action.	11-01-2023

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 Welcome

All were welcomed to the meeting.

1.2 Apologies

Apologies received and accepted from Tom Capewell (Deputy Principal) and Phil Grundy (Principal)

1.2. Quorum

The meeting was quorate with 6 trustees present.

2. DECLARATIONS OF INTEREST

2.1 Declarations of Interest in the Current Agenda Items

Standing declarations of interest were noted for Tracy Penfold (re governorship at Opossum Federation and Claudine Crossley (re governorship at Churchfields Infants).

3. MINUTES

3.1. Minutes of the Last Meeting-Prior E-Circulated

These were received and accepted with no matters arising not considered elsewhere on the agenda. The minutes were considered signed, e-copies to be retained by the School and Governor Services.

4. ELECTION OF CHAIR OF COMMITTEE

Ginette Hogan was elected unanimously.

5. CURRICULUM PRESENTATION RE PROGRESS DATA-NICK HYDE, DEPUTY PRINCIPAL



- 5.1. Summary Recap re Attainment 8 Measure of Attainment and Progress: NH noted that this measure is the average GCSE grade for the best 8 grades taken (5.5. at Highams Park). There is a weighting in favour of maths and English which receive double weighting. Other eligible subjects include science, languages, computer science, humanities and 3 other subjects.
Q. Why is an increased weighting given to maths and English? **A.** To encourage schools to prioritise maximising attainment in these subjects which are considered to be most important by the government. The Attainment 8 measure for the School (at 5.5) is just below the national average as it is for half the schools in the country for students with the same prior attainment as in the rest of the country.
Q. Did these students take KS2 SATS? **A.** They were sat by the current Year 11. The current Years 8 and 9 did not sit SATS due to the pandemic so in 2 years time there will be no Progress 8 data for 2 years.
- 5.2. Simplification of the School's Target Grade System
-Target reporting formats have been changed to remove +/- as a potential source of confusion to students and parents.
-Colour Coding: Green denotes target met, amber partially met, red not met.
-Targets are discussed with departments with gender issues addressed to ensure that aspirational targets are met for English in particular.
- 5.3. Reports
Years 10, 12 and 13 have now received their reports. Y11 reports will be emailed to parents by the end of the autumn term and Y11 students will then be given hard copy early in the spring term to support discussion re future next steps
- 5.4. Year 10 Data-Autumn Estimate-Screenshared
-NH noted that the data reports highlight potential problem areas which are discussed by departments.
-Handover arrangements for a department following a retirement were noted.
-This is provisional data which gives early indicators of possible predicted grades. However, interventions and processes are planned by Heads of Year and departments to identify students for whom there is subject and wider under-performance.
-There is discussion about the basis of the data with departments in order to establish the basis of it with reference back to any trends identify in current or previous years' School Effectiveness Forms or School Development Plans.
Q. Frequency of review? **A.** 3 times yearly at Christmas, Easter and summer. Estimated targets are for end of course assessments.
-This data is also used to derive statistics for disadvantaged pupils e.g. pupil premium. Attainment for girls/boys is in line with national averages with almost no gender gap. Attainment for disadvantaged students is consistent with national averages.
-Predicted results in drama have been reviewed as seemed high and compared to predicted grades in other subjects. The predictions made are believed to be accurate as positive progress was shown by the same students in other subjects. Interventions are identified if necessary. Students identified as 'K' are considered to have special educational needs by the School but no Education and Health Care plan.
Recording ended.



- 5.5 KS 5 Data
Nick Hyde presented the KS 5 Analysis document, Year 12 and Year 13 autumn review documents.
- 6. PROGRESS DATA 21/22**
- 6.1 IDSR
Nick Hyde took the trustees through the data contained within the IDSR. It was noted that different sections contain information relating to differing academic years
- 7. SCHOOL LED TUTORING 21/22 AND 22/23**
- 7.1 Report on school led tutoring 21/22
It was noted that the school had struggled to implement the school led tutoring on 21/22. It had been very difficult to use existing staff members to run after school tutoring sessions. The end of year report to the DFE reported a spend of the SLT fund of £2,000. The DFE will notify the school on the 15th December monies to be clawed back.
- 7.2 Report on school led tutoring 22/23
A brief report from Neil Tobias was provided on the portal. The school is on track to spend the SLT allocation included in the budget. It is noted that since setting the budget the school has received additional SLT funding. The school is to review the current SLT plan taking into account the additional contribution needed from the school.
Q: After using the outside tutors for one term has there been any impact and have the students found the sessions useful.
A: The impact will be measured using the internal assessments being held at the end of this term. The students will be asked if they have found the sessions useful
- 8. PUPIL PREMIUM STATEMENT/RECOVERY PREMIUM**
- 8.1 Pupil Premium Annual Statement
It was noted that this was a draft document and elements needed to be reviewed and completed. It was agreed that the final document would be presented directly to the full board.
- 9. BEHAVIOUR**
- 9.1 School Development Plan
Nigel Armsby presented an update on actions carried out.
On the inset day on 3rd January there will be a focus on pupil behaviour and on the 4th January each year group – 7 to 11, will attend an assembly to reinforce the behaviour and uniforms rules
- 10. POLICIES**
Trustees recommended the following policies for approval by the Full Board
Career Policy
Behaviour Policy
Attendance Policy
EAL Policy
Equality Statement
- 11. DATE AND TIME OF NEXT MEETING**
-Wednesday 11th January 2023-5pm-School.



The meeting closed at 7.58 pm.

Chair: (print)

..... (sign)

Date: