

**ST BARTHOLOMEW'S SCHOOL**  
**MINUTES OF THE MEETING OF THE**  
**GOVERNORS' LEARNING AND ACHIEVEMENT COMMITTEE**  
**Tuesday 8 February 2011, 7.00pm in R1**

Present: Keith Astill Foundation Governor  
Ian Campbell Chair of Governors  
Jeanette Clifford Parent Governor (Chair)  
Christina Haddrell Head Teacher  
Hywel Price-Richards Parent Governor  
Tricia Ray Parent Governor  
Maureen Sims Deputy Head Teacher  
Stephen Uden Parent Governor

In attendance: Neil Cook Assistant Headteacher (Item 9 only)  
Sharon Glover Clerk (arrived at 8.00pm)

|           |  | <b>ACTION</b>               |
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| <b>01</b> | <b><u>Apologies</u></b><br>. Apologies were received and accepted from Mr Foyle  |                             |
| <b>02</b> | <b><u>Declaration of AOB</u></b><br>. Equal Opportunities Meeting – Jeanette Clifford.   |                             |
| <b>03</b> | <b><u>Declaration of Interest</u></b><br>. No declarations were made.  |                             |
| <b>04</b> | <b><u>Minutes of previous meeting</u></b><br>. The minutes of the meeting held on the 5 October 2010 were agreed and signed as a true record of the meeting.   |                             |
| <b>05</b> | <b><u>Matters Arising</u></b><br>. <ul style="list-style-type: none"> <li>• 9. Social Care Support: Mr Campbell tabled West Berkshire Council's response to his letter; a representative of WBC will be invited to next term's L&amp;A meeting and asked to explain how they see the relationship working, together with evidence of changes being made to improve the relationship. For information: the student in question has now left St Bart's.</li> <li>• 15a) Mrs Clifford queried Governor Development and highlighted the need for a review to ensure that there is a good mix of skills amongst Governors. She agreed to meet with Mr Taylor, the Development Governor, to consider future training and gaps in skills within the committees.</li> <li>• 15b) Mrs Sims confirmed that the congratulatory letters were sent out to staff last term.</li> </ul> | <b>MSS</b><br><br><b>JC</b> |
| <b>06</b> | <b><u>Results' Update</u></b><br>. <ul style="list-style-type: none"> <li>• The re—marking had resulted in very few changes.</li> <li>• The Sixth Form were very successful in Maths and English; this was due, in the main, to the determination of the students.</li> </ul>  |                             |

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| 07 | <p><b><u>Extended Schools</u></b></p> <ul style="list-style-type: none"> <li>• Mrs Sims explained that work to wind down the Jigsaw Partnership continues; there is much to be done with regard to redundancies and dividing up the assets. There is a feeling amongst the primary schools that they want to continue to employ the Family Support Workers if residual amounts awarded are enough to support full-time salaries.</li> <li>• Mrs Sims has a meeting arranged with Keith Harvey, Head teacher of <u>St. Nicolas C Of E Junior School</u>, to discuss the viability of retaining the Sundowners after school club. Most of the children who attend the club are from St Nicolas School and there is a question over whether or not the club should move to their site. The main question is over who will manage the club. The club looks secure for the present and, as a legacy of Extended Schools, there would be advantages in it continuing, however, it would need to be financially self sustaining.</li> <li>• Mrs Sims mentioned the increased closeness in the working relationships between the 12 schools in the Partnership and the difficulty of measuring the impact of the Jigsaw partnership. There is a bigger picture to be considered, especially in the way in which money has been spent, eg. the Jigsaw Orchestra, which meets at Falkland's School and provides many benefits for students which, otherwise, they would not have had. It is intended that any equipment will stay with the original purchasing school so that it can continue to be used for the benefit of the children.</li> </ul> | MSS |
| 08 | <p><b><u>Community Cohesion</u></b></p> <p>Mrs Sims presented a slide show. She confirmed that the CoCo day had been very successful, with benefits to all students and with a increased number of older students better understanding their role within the community; this was partly due to those leading the sessions, eg, police, local government, etc. The generosity shown in time given to the project was amazing.</p> <p>Governors asked if the effort put into the day equalled the outcome. Mrs Sims replied that in terms of enabling people to better understand themselves, it was a successful and valuable learning exercise. Advance planning was already in hand for the next CoCo day, which was taking into account feedback from participantss across the school, although there is no longer a legal requirement for Community Cohesion. However, we see ourselves as a community school and feel it is appropriate, regardless of Ofsted having an explicit focus on this area or not.</p>  |     |
| 09 | <p><b><u>Mentoring Feedback</u></b></p> <ul style="list-style-type: none"> <li>• This item was dealt with at the beginning of the meeting to support Mr Cook's attendance. He presented an overview of the Year Councils and shared the current progress towards a School Council.</li> <li>• Governors asked about the topics discussed and the structures through which agenda items are identified; these coming from LT, students and tutor groups.</li> <li>• Mr Cook also highlighted various mentoring models. Some year 11 are currently being mentored by staff, teaching and support, where the target group are 2+ grades behind in attainment compared to targets in subjects.</li> </ul>  |     |

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|                  | <p>Previous models have looked at students on the C/D borderline.</p> <ul style="list-style-type: none"> <li>• Current staff involvement is currently 60+, where effective student/staff partnerships have been identified by both parties.</li> <li>• Focus is on how the student can improve. Action is by the student in talking to subject staff.</li> <li>• Mr Price-Richards felt the process had worked very well, as he had experienced this in the last academic year.</li> <li>• Mentoring model of years 7-9 is currently under review, due to the alteration in timings of the new school day.</li> </ul>   |  |
| <p><b>10</b></p> | <p><b><u>Conference Update – Development Priorities</u></b></p> <p>Mrs Sims reported that meetings of the Academic Board, Leadership Team and House Heads Conferences, had been re-aligned in order that priorities identified at the LT Conference may be considered at House and Academic Board Conferences in order to better meet whole school priorities.</p>  |  |
| <p><b>11</b></p> | <p><b><u>Research Projects</u></b></p> <p><b>Autism:</b></p> <p>Governors asked how many students had been identified with an Autistic Spectrum Condition and whether the numbers are sufficient to make the study worthwhile and thus merit involvement. Mrs Sims explained that the numbers vary, particularly as this a condition that is growing and that is prevalent around the M4 corridor. Currently there are five students in Year 7. She emphasised that this was not about numbers but about individuals and how the school supports them. Appropriate support would be given regardless of the study.</p> <p>A support group will be set up for each student, using strategies and support as outlined by Ryan Bradley, the professional facilitating the research programme across a number of schools in Oxfordshire and Berkshire. . There will be three people supporting each student throughout the five years of the study, which will involve more rigorous evaluation and, therefore, more work. One of our teaching assistants, Anne-Marie Power, is currently working with Mrs Sims and taking a qualification in Autism; this programme will assist her studies.</p> <p>Mr Bradley has already visited the school and will be meeting with the students on the 17 February to obtain baseline data.</p> <p>The Parents of the five students are enthusiastic about the programme. Mrs Ray expressed her interest in becoming involved.</p> <p><b>Mental Health:</b></p> <p>Mrs Sims reported that there is national concern over the mental health of 11-13 year olds. The West Berkshire Psychology Service is trying to be pro-active with this work. This research project is linked to national work already carried out. The on-line survey has been completed by Year 7 and 8 students across West Berkshire schools and the responses are completely secure. Eight of the top scoring students for stress and anxiety have been selected for the ten working sessions; the questionnaire has identified these young people extremely well and all are well above average ability. The House staff were surprised that the students selected are suffering with high anxiety, which proves the usefulness of the exercise and supports</p> |  |

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|           | the difficulties in recognising such problems. These sessions will be delivered by trained educational psychologists and the sessions start next week. Mrs Sims has had discussions with the relevant parents and the Educational Psychologists have met with each student individually to ensure that they are comfortable with the programme.   |                                 |
| <b>12</b> | <b>Safeguarding Report</b><br><ul style="list-style-type: none"> <li>• The report was included in the agenda papers, for information. Mrs Ray confirmed that she has also undertaken the safer recruitment training.</li> </ul>   |                                 |
| <b>13</b> | <b>Information Items:</b><br><ul style="list-style-type: none"> <li>• <b>PSP:</b> Mrs Sims explained that new proposals will be presented at the summer term meeting. At the House Heads' conference it will be proposed that the At Risk Register would be a more accurate measure for self-evaluation within the Houses and could include more useful information; PSPs could form a part of this information. At present, PSPs do not reflect how much work is being undertaken by the staff.</li> </ul> <p><b>Exclusions:</b> Mrs Sims agreed to provide West Berks' benchmarking information in respect of exclusion figures with the minutes.</p> <p>There was nothing further to report on any other information items. However, it was agreed that parameters need to be set for the information governors wish to see, so that it is effectively provided.</p> | <b>MSS</b><br><br><b>JC/MSS</b> |
| <b>14</b> | <b>Renewal of Policies</b><br><ul style="list-style-type: none"> <li>• <b>Attendance:</b> with minor amendments, the policy was approved for one year.</li> <li>• <b>Home / School Agreement 2011/2012:</b> With minor amendments, this was approved.</li> </ul>  | <b>FGB</b><br><br><b>FGB</b>    |
| <b>15</b> | <b>AOB</b><br><ul style="list-style-type: none"> <li>• a) Mrs Clifford advised that an Equal Opportunities' meeting was held on the 20 January 2011, the main business being the Autism research. Teachers of the hearing impaired had a tour of the school and, although they were impressed with the teaching spaces, did not like the Hub. Mrs Haddrell hoped that the new lectern will improve the sound in the Hub space.</li> </ul>   |                                 |

The meeting closed at 9.20pm.

Date of next meeting: **Tuesday 24 May 2011, 7pm in R1.**

These minutes are subject to final approval by the Learning and Achievement Committee at its next meeting.

Signed ..... Date .....  
Chair

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