

**Glyne Gap School**  
**Headteacher's report for Governors' Meeting**  
**on Monday, March 18th 1.00pm 2019**

I would like to welcome all Governors to the meeting. It is just over 14 school weeks since the last full meeting to which I reported. During that time the school has enjoyed the Christmas holidays and the February mid-term break. Governors' two sub committees have met and will report to this meeting. Our Designated Safeguarding Lead has met with Elisabeth Lawrence (Associate Governor – Safeguarding) and Elisabeth reports to this meeting. Bob Wall (Interim Professional Advisor to the Governing Body) attended the Teaching and Learning sub-committee meeting and has submitted a report to this meeting.

<b>School data:</b>	<u>As of 4/3/19</u>	<u>As of 5/11/18</u>	<u>As of 11/6/18</u>
On roll in each department: Nursery - Infants – Juniors – Seniors – Faculty – Total on roll	112	111	114
Pupils eligible for free school meals and pupil premium	April 2018 – March 2019 35 – PP (deprivation) 1 – PP (adopted from care) 12 LAC	11 LAC PP	April 2017 – March 2018 34 – PP (deprivation) 1 – PP (adopted from care) 8 LAC PP
	<b>Terms 1 and 2</b>	<b>Term 5 &amp; 6</b>	<b>Term 3&amp;4</b>
Attendance last term	87.5%	88%	88.8%
Pupils typically eating a packed lunch	23	24	20
Typically attending Breakfast Club	8	10	7
“Looked after” children (eligible for pupil premium)	12	11	11
Pupils needing a safeguarding plan Child protection plan: Family support plan:	1 3	2 5	1 5
Pupils with behaviour that seriously challenges or severely restricts learning: List A (no of pupils:4 ) List B (no: of pupils: 18) No. of behaviour related incidents (non A/B): NB – this data and contexts were discussed at Gobs T and L committee	14 35 15	Incidents  7 54 10	12 50 7
Number of injuries related to behaviour	53 Staff 30 Pupils 22 Public 1	31 Staff 14 Pupils 17	38 staff 21 pupils 17

Accidents (number requiring hospitalisation)	110 Staff 20 Pupils 90	61 (1) staff 2 (1) pupils 59	35 (4) staff 6 pupils 29
Pupils attending extended school clubs (cookery, junior, senior, FE)	35	34	34
Attendance at last Family Day Attendance at Legends	92 7 (19 including family members)	102 Not held	110 0 (due to be held)
Families being supported by Portage	3	4	4
Number of permanently contracted staff employed	80	81	80

**1.0 Teaching and Learning** (sub-committee members: Claire Cordell, Kirsty Prawanna, Millie Rowland and Professional Advisor to the Governing Body – Bob Wall. Heads of School and Communication Team Leader – associate members)

1.1 At our last full Governors’ meeting, I reported on pupil outcomes for the school year 2017/18. These outcomes were presented to and discussed in detail with Bob Wall (East Sussex School Leadership and Effectiveness Service External Advisor). Having received Bob’s report, the Local Authority has written to us to confirm that they consider our school to remain a category 1 school.

1.2 4 pupils achieved their Supergoal in terms 1 and 2 and there have been a further 8 Supergoal Superstars since Christmas. The joy that the awarding of these special awards creates in a Friday assembly is infectious and the pride on the faces of pupils and parents is a perfect way to start the weekend.

1.3 Summary of lesson observation results for terms 1 and 2

Total number of lessons observed	Number with learning judged outstanding	Number with learning judged good	Number judged with learning requiring improvement	Number with learning judged inadequate
13	9	4	0	0

This data includes 4 paired lesson observations that have taken place in the Lower School and have been part of Sarah Tidmarsh’s induction. Sarah has a clear understanding of our developmental lesson observation process. She is able to make consistent judgements and work sensitively with teachers to develop practice. Going forward, lesson observations in the Lower School will be undertaken by Sarah and include a discussion with me prior to her feedback to teachers.

1.4 Lesson Observations for term 3

Total number of lessons observed	Number judged outstanding	Number judged good	Number judged requiring improvement	Number judged inadequate
3	1	2	0	0

I am particularly satisfied that this data indicates that learning in lessons has been maintained within a term where pupil and staff sickness/absence has been considerable.

### 1.5 Pupil Progress

Total number of goals set for terms 1 and 2	Number of goals fully achieved	Number of goals partially achieved	Number of goals not achieved
521	342 (66%)	149 (29%)	26 (5%)

### 1.6 Development of teaching

Team Development meetings continue to run each term for every class. The quality of analysis is generally high and yet does understandably vary depending on class team dynamics and the experience/expertise of staff involved. Assistant Headteachers are beginning to address and coach both the outcomes and process of Team Development meetings with class teachers at their termly meetings. It is hoped that, over time, teachers will be able to impact further on their team's knowledge and practice through the challenge/insights covered in the Team Development meeting. Success or other of this next step will be through qualitative discussion with class teachers at the end of this school year.

Barbara Clarke has worked with colleagues to deliver a new functional literacy assessment tool and associated teaching strategies. These, alongside monitoring and support, will enable teachers to plan for and assess the progress that our pupils make in *functional* literacy (as opposed to reading and writing). Impact of this work on pupil learning will not be seen in data terms until the end of this school year. Barbara and team are currently working on the same for functional numeracy.

Throughout terms 1 and 2 Julie Davey led a twilight series focussed on enhancing all staffs understanding of our pupils' communication needs and how to support and develop them. This series was well received by staff and many identified their own next areas for developmental as part of their feedback to Julie. Julie and her team will be delivering a second twilight series over terms 3 and 4 concerned with the different communication systems that pupils across the school use. This will become a yearly professional development opportunity for all staff and, I anticipate, enhance staff confidence and readiness to work in any class across the school

### 1.7 Professional Advisor's report to Governors

Bob Wall will independently report to Governors at this meeting. The majority of Bob's visit was concerned with the analysis of Pupil Progress and Liaison meetings and he was asked to report to Governors on:

- His professional view on the methodology of Pupil Progress and Liaison Meetings as a way of measuring pupil progress (as top scoring evidence in a pupil's overall Pupil Progress Indicator)
- His professional view on the validity and robustness of judgements made for individual pupils given the evidence offered

## 2.0 School Development and monitoring

### 2.1 School Development (Governors have access to full updated School Development Plan)

No. of items currently on SDP	No. of items complete	No. of items on schedule	No. of items behind schedule	No. of items not yet due to start
16	5	5	1	5

Note: the item not running to schedule is our work around developing employability pathways for some pupils. This item is proving a learning opportunity for senior staff and whilst some strands have been completed, others need further clarifying in terms of intent and approach. To this end, Claire and I visited a school in Reading just before the February half term. This visit was affirming and inspiring and I have a reflection day booked for later this term to consider what I heard and what it will mean for Glyne Gap development.

2.2 Monitoring Plan (this item was not addressed at the recent Teaching and Learning Committee due to time pressures and it was agreed it would be discussed at the Full Governing Body meeting).

Aspects due for external monitoring 18/19 Terms 1 and 2 (yellow highlighted areas are complete/green in process)
<ul style="list-style-type: none"> <li>• 2017/18 pupil outcomes data</li> <li>• Leadership and management - ambition, vision and drive to improve</li> <li>• Learning in lessons (will be part of new Professional Advisor visit next term)</li> <li>• Local Authority safeguarding audit (booked for 27/3/19)</li> </ul>

Aspects due for external monitoring 18/19 Terms 3 and 4 (yellow highlighted areas are complete/green in process)
<ul style="list-style-type: none"> <li>• Local Authority Safeguarding audit</li> </ul>

The current monitoring plan details both internal and external monitoring that will take place to enable both in school leaders and Governors to fulfil their real (and moral) accountabilities of knowing the school and holding it to account whilst also giving data for school development. Governors may be aware that Ofsted are currently consulting on a new inspection framework that is likely to be implemented from September '19. This monitoring plan will be reviewed when this new framework is published to ensure it still fulfils its purpose.

### 3.0 Pupils

3.1 School roll is currently 113 and we are receiving full place funding and top up for all of these pupils. We receive additional top up for 2 pupils who require 1:1 support to meet their medical needs as detailed in their EHCP.

3.2 We currently have 1 pupil not attending school due to the impact of his health needs. School staff are in regular contact with this pupils and his family. In addition we have a further pupil who has not attended school since mid- January through parental request. The Local Authority are managing this situation and I hope it is brought to an end as soon as possible so the pupil returns to education.

3.3 We currently have 10 pupils in our Nursery who are eligible to start school in September'19. I am also aware of a small number of additional pupils who may require a Reception place in September. I am mindful of gaining agreement on these numbers just as soon as possible so that we can plan for September accordingly. Many thanks to Bridget Baker who is supporting the EHCP process for these 10 pupils.

3.4 Governors may be interested to hear that I receive 1 or 2 requests for places each week. These are mostly for primary aged pupils with ASC needs. Glyne Gap does not have physical capacity to admit these children.

3.5 The February holiday club was as popular as ever with (approx.) 20 children attending on each of day of the 3 offered days. Our thanks and respect goes to Eileen who mobilises a superb team of holiday club workers to deliver what is a vital (and fun!) service to children and families. I have recently completed Performance Management with Eileen and we shared a target of identifying and appointing a substantive deputy for her.

We continue to seek alternative funding for the Holiday Club. We have been able to secure interim funding from the Local Authority to cover costs for the October and February holiday weeks.

**4.0 Staff – appointments, training and welfare** (sub-committee members: Tina Newstead, Kirsty Prawanna, Andrew Phillips, Frances Hall, Beverley Smart – associate member)

4.1 We are currently running a TA recruitment. This is to replace 3 staff who have moved on...and to meet the staffing requirements as impacted on by all the wonderful pregnancies/babies! Bev Smart is consistent in regularly reviewing the risk assessments supporting our pregnant ladies.

4.2 The twilight series identified in 1.6 is part of a larger piece of work nearing completion by the Performance Development Team and identified within the 17/18 School Development Plan. The full initiative is to develop a systematic and manageable quality continuing professional development plan that will guide and support staff throughout their career. A framework for core professional development (teachers and teaching assistants) is complete as is advanced professional development for teaching assistants. Advanced professional development for teachers is nearing completion. This piece of work will be presented to staff in the summer term (although the majority of the development opportunities have run this year).

4.3 We currently have 1 member of staff within an absence management programme.

4.3 Headteacher Performance Management has taken place this term and I will report to Governors responsible for managing that process directly.

**5.0 Resources – including finance, premises/health & safety** (sub-committee members: Andrew Phillips, Tina Newstead, Frances Hall, Kirsty Prawanna. Beverley Smart – associate member)

5.1 The Resources sub-committee continues to monitor the 18/19 budget and are aware that whilst our financial position for this year (and next) is secure, our margins of flexibility are getting tighter each year. I continue to monitor our financial position with Bev on a monthly basis.

5.2 The resources committee can confirm that all statutory and best practice checks are up to date. The termly site inspection has taken place. Within the termly Learning and Working Safely meeting the high number of accidents across the school last term was discussed. Bev has analysed this data and can find no traits or patterns. We will continue to monitor.

**Kirsty Prawanna**