


	Summer Meeting of the School Effectiveness Committee of St Augustine's school Wednesday 17 th October 2018 at 5pm Minutes	
Minute	<p>Present; Foundation Governors; Mrs M. Baines (Chair), Mrs M. Harriott, Mrs K. Boyes, Head Teacher Mr M. Taylor Parent Governors; Mrs L. Blake, Mrs. K. O'Brien Clerk: Mrs S. Brown Apologies for Absence Foundation Governor; Mrs E. Siddall, Mr P. Griffin Deputy Head Teacher;</p> <p><u>3 Core functions</u></p> <ol style="list-style-type: none"> 1. Ensuring clarity of vision, ethos and strategic direction 2. Holding the Head Teacher to account for the educational performance of the school and its pupils, and the performance and management of staff 3. Overseeing the financial performance of the school and making sure it is money well spent. 	Actions required
SEC 1/18	<u>Opening Prayer.</u> Read by Mrs Baines (Chair)	
SEC 2/18	<u>Apologies for absence.</u> Governors accepted the apologies for absence	
SEC 3/18	<u>Declaration of Interest.</u> No declarations were made	
SEC 4/18	<u>Confidential Agenda Items-</u> None taken.	
SEC 5/18	<p><u>Catholic Life of the school</u></p> <p><u>Lourdes</u> The Head Teacher reported the launch of the Lourdes pilgrimage for May 2019 and there has been good interest from pupils wanting to secure a place. Three staff will also attend.</p> <p><u>Retreats</u> The retreats will be led by the Head of RE and the school Chaplaincy coordinator and will be held at St George's Church and annexe, Eastfield. Confirmed dates are; Year 7 Friday 19th October 2018 Year 10 Wednesday 14th November 2018 Year 9 Friday 15th February 2019 Year 8 Friday 5th July 2019 Governors discussed hopefully organising a weekend retreat possibly to the Emmaus Youth Centre in Consett County Durham.</p> <p><u>Section 48</u> The Chair reported she has been in school working with the Head of RE regarding the audit for the section 48 inspection due 2019. The Chair is also working with the Chaplaincy coordinator regarding Collective worship and will attend tutor group or whole school observations.</p>	
SEC 6/18	<u>Curriculum Provision.</u>	
SEC 7/18	<p>The GCSE review of marking was discussed. Ten grades changed as a result of this and 3 through a moderation review.</p> <p><u>Teaching and Learning</u> The Head Teacher informed governors that the school's main focus this year is Independent Learning; aiming to help students increase confidence and resilience. Staff have shared good practise at CPD meetings with many ideas shared.</p> <p><u>Achievement & Standards</u> Progress 8 stands at 0.3 and disadvantaged pupils (PP) is -0.42. If the pupil with less than 9% attendance was removed it would be -0.1. Pupil Premium children will remain a focus. Heads of faculty will meet governors at SEC meetings after the mock examinations and discuss the curriculum provision and how each department is catering for disadvantaged students.</p>	
SEC 8/18	<p><u>Catholic Multi Academy Trust (CMAT)</u> The next meeting will be held on 24th October at All Saint's School in York</p>	
SEC 9/18	<p><u>The Head Teacher reported:</u> <u>Behaviour and Safety.</u>-No reported incidents</p>	


 M. Baines
 30. January 2019

	<p><u>Attendance data</u>-Attendance is currently 96.3%</p> <p><u>Exclusions</u> - 3 pupils have been given a 1 day exclusion and one pupil excluded for 2 days. There has been an incident where a pupil's GCSE coursework was stolen and destroyed. The exam board have been informed and said the pupil will not be disadvantaged. They will mark unit 2 of the coursework and calculate a mark for the first unit based on this.</p> <p>Governors suggested in future that pupils are asked to photograph all coursework at each stage for evidence.</p> <p><u>Racial Incidents</u>-None reported.</p>																												
SEC 10/18	<p><u>Wellbeing, Health & Safety</u></p> <p><u>Wellbeing</u></p> <p>Pupils; Rainbows is to resume soon which supports pupils who have suffered a bereavement in the family.</p> <p>Staff; A secret buddy system was discussed. The Head is also looking at organising wellbeing training through staff CPD, led by Fr Luis Ruscillo later in the year.</p> <p><u>Health & Safety</u></p> <p>A NYCC Health & safety audit was carried out on Wednesday 10th October, followed by a further inspection by AVEC the consultants for the Academy conversion. Both inspections were successful. Working at height training will be held on 29th April 2019.</p>																												
SEC 11/18	<p><u>Governor visits to the school</u></p> <p>Mrs Harriott observed lessons in the English and Languages departments and gave a detailed and uplifting report which will be attached to the minutes and praised the teaching and learning in both subjects.</p> <p>Mrs Baines visited school twice (SEC 48). The next audit meeting is 16th November.</p>																												
SEC 12/18	<p><u>Governor training</u></p> <p>No training events to attend. Clerk to recirculate the NYCC and CES training calendars.</p>																												
SEC 13/18	<p><u>Urgent Finance Matters</u></p> <p>No finance matters.</p>																												
SEC 14/18	<p><u>Policy review.</u></p> <p>Governors agreed the reviewed policies ; Careers Guidance, Health & Safety, Chaplaincy, Collective worship, and adopted the Provider Access Policy, and accepted the Education & Training Providers Policy Statement</p>																												
SEC 18/18	<table border="1"> <thead> <tr> <th colspan="3"><u>Future meetings</u></th> </tr> </thead> <tbody> <tr> <td>21.11.18</td> <td>4.00pm</td> <td>RC</td> </tr> <tr> <td>03.12.18</td> <td>5.30pm</td> <td>FGB</td> </tr> <tr> <td>30.01.19</td> <td>4.00pm</td> <td>SEC</td> </tr> <tr> <td>13.02.19</td> <td>4.00pm</td> <td>RC</td> </tr> <tr> <td>20.03.19</td> <td>5.30pm</td> <td>FGB</td> </tr> <tr> <td>15.05.19</td> <td>4.00pm</td> <td>SEC</td> </tr> <tr> <td>19.06.19</td> <td>4.00pm</td> <td>RC</td> </tr> <tr> <td>03.07.19</td> <td>5.30pm</td> <td>FGB</td> </tr> </tbody> </table>	<u>Future meetings</u>			21.11.18	4.00pm	RC	03.12.18	5.30pm	FGB	30.01.19	4.00pm	SEC	13.02.19	4.00pm	RC	20.03.19	5.30pm	FGB	15.05.19	4.00pm	SEC	19.06.19	4.00pm	RC	03.07.19	5.30pm	FGB	
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	<p>The meeting closed at 6pm</p>																												

Governor School Visit, St Augustine's RC School English Department, 12 October 2018

During this visit I observed morning lessons in the English department and 3 French lessons and a German lesson in the MFL department in the afternoon.

During the 15 minute tutor period I observed the reading mentoring scheme that takes place with different groups every morning. In years 7-10 elite readers from the year above, listen to struggling readers and then briefly discuss what has been read at the end of the session. Progress is monitored and readers graduate when then they have made good progress. This effective strategy is an example of the strong focus on reading observed in previous visits throughout the school. English staff are always seeking to improve pupils' reading which is fundamental to all learning and had that week visited another local school to find out about further reading support interventions.

As in previous visits, it was clear that all staff had good rapports with their pupils who settled quickly at the beginning of lessons, were attentive and mostly engaged throughout the lessons. High standards of behaviour were expected and maintained. GCSE pupils worked in silence on exam practice questions, making good use of their own notes and annotated passages in their exercise books. Younger pupils engaged with their tasks and all seemed eager to contribute to the lessons, answer questions or ask for help if needed. Understanding was checked before pupils embarked on tasks. Teaching was encouraging and some skilful questioning aided revision of terminology and led pupils to discover answers. Independent learning was encouraged using Chaucer Translator which helps to develop IT and problem solving skills, creativity, self-confidence, attention to spelling all in an engaging and fun activity. A sponsored poetrython was delivered with great encouragement and helped to develop speaking and listening skills and positive peer assessment. Peer assessment was also used to help Year 10 pupils to understand the exam board assessment criteria at GCSE level. Their attention was drawn to the requirement for depth of analysis possibly on fewer points to achieve high marks. Pupils did have a tendency to be too generous in their marking and will benefit from more specific guidance on this which is planned in the coming weeks.

There were some vibrant wall displays in both classrooms and corridors that drew pupils' attention to the correct use of grammar, spellings and useful sentence frameworks. Some evidenced impressive student learning and useful GCSE revision material, but could have been more accessibly displayed. Pupils' attention was drawn to opportunities to participate in poetry, short story, book review and spelling bee competitions and successes were celebrated. It is clearly a lively department with lots of extra-curricular activities on offer.

In an MFL lesson with a low ability set, it was noteworthy that pupils responded well to teacher's use of the target language as much as possible to direct the lesson. Enjoyable interactive smart activities helped to maintain pupil interest and attention and there was a

strong emphasis on pronunciation. All pupils were comfortable practising the language as a group and individually.

In MFL most pupils were engaged and focused on their tasks which unsurprisingly were often grammar focused . They all seemed confident to ask for help when needed and to offer their answers to the class.

The MFL department makes good use of modern technology to aid independent learning. The internet programmes Linguascope and Quizlet offer pupils opportunities to further their learning at their own pace and then test it in fun activities and quizzes. These activities can be checked by teaching staff. Pupils can devise their own revision programmes; some of the more skilled linguists have not only done this but have made them available to other students.

Pupils changing sets at the end of Yr 8 can create problems for the MFL department as a pupil picking up German in Yr 9 is at a big disadvantage and has a lot of ground to try to catch up.

Sadly Scarborough 6th Form College has dropped its German A level provision from September 2018. Any pupil wishing to take German at A level will now have to travel to Lady Lumley's in Pickering or York 6th Form College. This is a serious disadvantage and is problematic for the MFL department.

Michele Harriott (Foundation Governor)