

East Midlands Academy Trust - Standards and Performance committee
 Friday 19th November 2021 @ 10.00am. **Meeting to be conducted virtually in Teams.**
Second S&P meeting of academic year 2021/2022

These minutes reflect the order of the agenda, not necessarily the order of the discussion.

Agenda item	Discussion	Action
1. Welcome	<p>Present: Leigh Jones (Chair: Trustee) Fiona Wheeler (Trustee) Ayo Salam (Trustee) <i>AS left the meeting at 12.00pm</i> David Houghton (Trustee)</p> <p>Josh Coleman (CEO: EMAT) Katy Russell (Head of School Development: EMAT) John Lawson (Head of Education: EMAT) Lorna Beard (Head of Inclusion: EMAT) <i>LB left the meeting at 11.00am</i></p> <p>Monica Juan – minutes – (Head of Governance & Compliance: EMAT)</p> <p>The Chair welcomed everyone to the meeting. The Chair reminded all that the matters discussed in this meeting should remain confidential until such time as the minutes were ratified and signed off.</p>	
2. Apologies	There were no apologies.	
3. Quoracy	The meeting was confirmed as quorate.	
4. Declarations of interest	<p>LJ asked if there were any declarations of interest pertaining to this agenda in addition to those already recorded on the annual Register of Interests.</p> <p>LJ declared an interest related to item 9. Trustees agreed that there was no conflict.</p>	
5. Minutes of S&P meeting held on 15/10/2021 & matters arising not appearing on the Action Log.	<p>The minutes of the meeting held on 15/10/2021 had been distributed with the agenda for this meeting and were agreed to be an accurate representation of the meeting. LJ agreed to physically sign the minutes once lockdown restrictions had been lifted.</p> <p>There were no matters arising not already on the agenda for this meeting.</p>	
6. Actions arising from the meeting held on 15/10/2021	<ol style="list-style-type: none"> 1) Update Schedule of Membership records - DONE 2) Distribute presentation (item 9) to trustees- DONE 3) LAB ER to be included to relevant agendas- DONE 4) Include lockdown drill info in PR- DONE 5) Prepare parental survey – carried forward 6) Distribute tabled papers (item 12) to trustees- DONE 7) Distribute ICR to LABs- DONE 8) Include DATA item to S&P agendas- DONE 	

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	9) LJ to contact HR regarding policies- DONE 10) Distribute policies electronically for ratification- DONE 11) Invite Heads to S&P January meeting – carried forward All actions had been completed.	
7.Covid-19 update	<p><i>JC gave a verbal update to trustees.</i></p> <p>JC reported that although absence had improved significantly, the current numbers were high due to a combination of COVID and seasonal changes. Stabilising the schools had been operationally challenging and although COVID mitigations plans had mostly worked, infection rates in the community had remained high and overwhelmed some of the schools.</p> <p>JC explained that NIA sickness levels amongst staff were very high and behaviour in school had suffered as a result of this. To deal with any temporary issues the school had appointed 7 interim members of staff (2 of them at deputy level) to rapidly stabilise behaviour.</p> <p>Public Health had now more powers to intervene and had the authority to close schools if necessary. So far they had been very happy with the arrangements provided by the trust.</p> <p>All meetings for staff and governors had reverted to virtual platforms to reduce the spread of the virus and enhance capacity across the schools.</p> <p>The DfE was pushing for exams to take place as normal, and TAGs would not be part of the assessment process. Further information would be released in February. JC reported that staff and students were keen for exams to return.</p> <p>Trustees were satisfied with the approach taken so far and thanked JC for his report.</p>	
8. National Curriculum Test mocks assessments	<p><i>Papers had been distributed with the agenda for the meeting.</i></p> <p>JL and KR presented the highlights of the document and clarified that the KS2 DATA presented didn't take into consideration the fact that pupils had not accessed the whole of the curriculum and although looked positive in places schools needed to remain cautious.</p> <p>It was evident that Maths had been greatly affected by the pandemic and although recovery was faster in this area compared to Reading the expectation was that results would be lower.</p> <p>Interventions were currently in place for English and Maths to support pupils and staff. The aim was to hit those key milestones that would enable pupils to start secondary phase in the best possible way</p>	

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	<p>In response to a question from a trustee regarding students missing out during the pandemic and what lessons had been learnt JL explained that there might be a need to prioritise some content in order to advance learning, but no subject would be dropped, and the full breath of the curriculum would be taught across all schools. Governance expectation should be that all students are where they need to be by the end of the year.</p> <p>JL explained that all students were being set with ambitious targets using FFT previous DATA and the expectation was to progressively close any gaps in learning.</p> <p>Trustees requested to see an update in DATA by next meeting with the proportion of students on track to meet their targets.</p> <p>Trustees thanked JL and KR for their report.</p>	<p>Present KS2 DATA update</p>
<p>9. Phonics assessment</p>	<p><i>The Phonics assessment document had been distributed with the agenda for the meeting.</i></p> <p>JL and KR presented the highlights of the document and explained that significant intervention had gone into schools to address both the inconsistencies of phonics teaching and the gaps in reading. JL explained that all schools were teaching by attainment level and there was an expectation that children would move to the next level every end of half term.</p> <p>In response to a question from a trustee regarding what impact inconsistent teaching in one particular year might have in other teachers JL explained that it was difficult to show the impact of support put in place at this stage, but work was underway to provide evidence in a meaningful way moving forward.</p> <p>In response to a question from a trustee regarding the level of support and scrutiny provided by the LABs JL reported that support for local governance from central team was available but there was a need for rapid improvement. Although most LABs had the right set of skills, the quality of challenge wasn't robust enough. This would be addressed with extra training provision.</p> <p>Trustees thanked JL and KR for their report.</p>	
<p>10. Changes to EYFS Curriculum and Assessment</p>	<p><i>The EYFS documents had been distributed with the agenda for the meeting.</i></p> <p>KR reported that the trust had now a common curriculum and assessment for EYFS. This would look at children individually providing the interventions they need. EY leads will need to have a clear rationale, with the new structure strengthening provision.</p> <p>Trustees praised this piece of work and thanked KR for her presentation.</p>	

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<p>11. Teaching & Learning policy</p>	<p><i>JL gave a verbal update</i></p> <p>JL reported that a new T&L was being developed with exploring the educational thinking across the trust. The final document would operate as a conceptual framework across all schools offering a common approach when planning teaching and assessment, thus improving future internal moderation and benchmarking.</p> <p>Although some schools had their own T&L policy it had become apparent that the rationale behind some of these documents was not robust enough.</p> <p>A working party with HTs had been established to work on the document before it was taken to schools to seek the views of the T&L leads. The aim was to agree on the final document by the end of term to start the following year.</p> <p>Trustees thanked JL for his presentation. There were no questions from trustees.</p> <p>JL agree to present the DRAFT document at the next meeting.</p>	<p>JL to present DRAFT T&L framework.</p>
<p>12. ICR priorities – Update</p>	<p><i>The School Effectiveness Team report had been distributed with the agenda for the meeting</i></p> <p>JL presented the highlights of the document and explained the purpose of the ICR for schools. AIPs had been reallocated, adding specialism and expertise in schools with their work being regularly monitored and QA to assess impact.</p> <p>It was too early to assess any impact, but progress reviews should take place twice a year (mid-year review and end of year review) and be monitored by the LABs. A column would be added to the document to triangulate evidence with the work done by KR.</p> <p>In response to a question from a trustee regarding when Outstanding schools would be inspected JL explained that the expectation was that Ofsted would inspect all outstanding school by 2025.</p>	
<p>13. Performance Reports</p>	<p><i>Performance Reports had been distributed with the agenda for the meeting.</i></p> <p>PR were for information only. There were no questions from trustees.</p>	
<p>14. Safeguarding matters</p>	<p><i>LB and FW reported verbally to trustees.</i></p> <p>SCR: LB reported that the SCR had been the focus of an extensive audit during the term, with JL helping to test the current systems and procedures. The spot checks conducted had highlighted inconsistencies, which remained a cause of concern. Meetings with the HT, DSL and SBM had taken place to reinforce accountability and training had been offered across all schools to</p>	

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	<p>strengthen the current processes. FW informed that two schools had not sent representatives to the sessions, although HR members had been made available to support them afterwards.</p> <p>Trustees discussed at length this issue and made very clear that the expectation to attend any training provided by the trust was a fundamental part of the compliance process. Trustees were fully aware that SCR compliance was one of the key risks for the trust and there would not be room for flexibility if accountability was not acknowledged by the schools.</p> <p>A deadline to complete the documents had been set for Monday 22nd November and LB would engage with the Heads to ensure it was met. Trustees requested to see HTs at the next meeting if this had not actioned on time.</p> <p>FW and JL had attended DSL training to increase safeguarding support across the trust. RM would also attend in the future.</p> <p>Prevent: Two cases had been reported at the NIA and referred to outside agencies highlighting the success of the process involved in reporting incidents.</p> <p>Tiktok: JC explained that fix term exclusions had been issued to some students after discovering fake schools accounts had been created containing defamatory posts. JC highlighted the danger of toxic social media and reassured trustees that all pertinent outside agencies had been informed</p> <p>EduLink: Used to send abusive messages to staff with some accounts possibly hacked, everything had been dealt with through the behaviour policy.</p> <p>RSHE curriculum: JC and LB emphasized how important it was to develop a curriculum fit for purpose in order to effectively address some of the unsuitable behaviour in social media, as the Jigsaw programme wasn't comprehensive enough covering certain issues. The consensus was to be proactive and possibly develop a dedicated student safeguarding training. Trustees agreed that all stakeholders should be consulted in the process.</p> <p>In response to a question from a trustee regarding whether the Tiktok trend had affected some of EMAT staff and what support had been put in place JC explained that understandably some staff was very upset, and HR had been deployed to offer support alongside the line manager. Police had been informed and a strong message had been sent through the exclusions.</p> <p>Inclusion Festival: LB reported that the festival was developing and changing to be responsive to the emerging needs. Strong links had been established with the Saints Foundation and St Andrews and both organisations had delivered talks in several academies. The Light Bulb</p>	<p>LB to engage with Heads to complete SCR</p>

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	<p>accreditation was ongoing across all schools and central team. Events like the Podcast Competition and Art Festival were already taking place and the Olympic Event had succeeded getting some Paralympics involved.</p> <p>Pupil Premium: Discussions on how to use the funding more collaboratively were taking place across all schools. Breakfast for all in need would be introduced in the spring term. LB was working with Speaker for Schools to deliver career support and guidance, including financial advice from March onwards.</p> <p>Trustees thanked LB for her report.</p>	
15. Policies for review	<p><i>The following policies had been sent out with the agenda for this meeting.</i></p> <ul style="list-style-type: none"> • EMAT Intimate Care policy (for ratification) <p>Trustees unanimously agree to ratify this policy.</p> <ul style="list-style-type: none"> • EMAT Special Leave (for information only) • EMAT ECT Induction (for information only) • EMAT Employee Sickness & Attendance (for information only) <p>These Policies had already been ratified electronically.</p>	<p>Update policies in websites</p>
16. Moving forward – Items for discussion	<ul style="list-style-type: none"> • Key stages- Mock reports • SCR compliance • Teaching and Learning Framework 	
17. AOB	There were no AOB	
18. DONM	<p>Dates for the academic year 2021/2022 have been set.</p> <ul style="list-style-type: none"> • Friday 1st April 2022 @ 10.00am • Friday 24th June 2022 @ 10.00am • Monday 18th July 2022 @ 10.00am 	Calendar appointments have been sent

The meeting closed at 12.15pm

Signed by Chair of Standards & Performance.....

Name.....Date.....

Actions from the EMAT Standards and Performance meeting – 19/11/2021

No.	Action	Owner
1.	Provide KS2 DATA update at next meeting.	KR
2.	Present DRAFT T&L framework at next meeting.	JL
3.	RSC compliance - Engage with Heads	LB
4.	Update policies in websites	MJ