

BEST Trustees' Meeting

24th January 2018, 15:30-18:15

SWA, Block 20, Room 914

Attendees

Ilona Bond (IB), Alan Lee (AL), David Shelvey (DS), Paul Walker (PW), Sharon Jeffs (SJ), Claire Mycock (CM), Tony Sanderson (TS) and Craig Smith (CS)

Apologies: Julie Hollings (JH)

Minute taker: Yvonne Humphryes (YH)

Notification of any perceived conflicts of interest: None

Approval of Minutes: AGM minutes approved and signed.
Previous Trustee minutes were signed off at the AGM on 6th December 2017.

Agenda items:

1. Validated KS2 & KS4 Outcomes – AL
[Attachments](#)
2. Ofsted Reports for SWA and ETA – AL
[Attachments](#)
3. ETA Support Plan – AL
[Attachment](#)
4. Challenge Partners Reports for SWA, GMA and SCA – AL
[Attachments](#)
5. BEST Teaching School Update – SJ
6. Lawnside Update – CS
7. Pix Brook Update – CS
8. Key Stage 5 Update – CS
[Attachments](#)
9. BEST Admissions – CS
[Attachments](#)

Updates from the AGM minutes

Hawthorn

Email received from the DfE at the start of term to advise that the LA feel that they are doing a good job with Hawthorn and would like to keep it under their remit. DfE do not wish to disrupt the progress being made and so will come back to us should they need our support at a later date. The school became 'Inadequate' in January 2017 and an Academy order was issued in March 2017, this expired in December.

Arlesey Nursery

One of the conditions of planning with the Etonbury and Pendleton Centre, were that a wild flower meadow would be planted; the proposed nursery site would use up a small part of the land earmarked for the wild flower meadow and as such, planning permission was opposed. However, this has now been resolved and planning permission should go through within the next 14 days.

AGM minutes approved and signed off.

Validated KS2 and KS4 outcomes

There are 16 middle schools within Central Bedfordshire, of which 7 of the schools have attainment data for Reading, Writing and Math's higher than the national average; both RBA (2nd) and ETA (5th) rank within these top 7 schools.

Progress table shows a challenging position for the local authority – the local context did not do well on account of the high entry levels at year 5 (based on year 2 KS1 results); ETA 3rd and RBA 5th.

The Middle school results were compared against Parkfields, who are the only other 'outstanding' school (July 2016) to RBA within Central Bedfordshire; ETA's outcomes were better and yet have just recently received the 'requires improvement' rating from Ofsted.

CM commented on the improvements in progress since the 2016/17 data, particularly in Math's.

As a Primary school, SCA does not appear on middle school data. However, they are doing comparatively very well on progress across all areas compared to similar providers who are outstanding - there is work to done with attainment.

SCA have increased the progress made in reading; CM questioned how SCA are getting these results and whether there is enough collaboration amongst the schools. AL advised that collaboration does happen and explained that the context of SCA compared to RBA and ETA is very different, as our middle schools inherit the KS1 results in year 5 and then need to be 15% above national average on attainment to achieve an average on progress.

ETA Governors have requested that the Trust create a Governor Dashboard. The Trustees' preference is that the ETA LGB uses the complete Ofsted specific dashboard. A 'mirrored' version of this has already been completed by the school with the support of Chris Beedon (datamanaged.com).

SWA have had their best year for results and have also received a very good Ofsted report. AL said that SWA is a good solid school that will only get better. Previously, SWA had a number of college courses that did not contribute to P8. This has now changed. From the 47 courses that were on offer, many of them scored nothing towards progress 8. In 2019 the PAN will be reduced to 400.

Ofsted Reports for SWA and ETA

The Trustees are very pleased with SWA; school, governors and trustees' vision are aligned, as described in the report. The school worked very hard to demonstrate to the Ofsted team - made up of 5 inspectors, including 3 HMI's - what a good school SWA is. **Action:** IB to send a formal note to SWA commending them on the success of their recent Ofsted visit and 2016/17 data.

For ETA the data was strong enough to secure a good, however, there were weaknesses identified in senior leaders and governance. There's an ETA support plan for AP - AL is supporting AP throughout this process; an audit will be completed at the end of June 2018. A Governance review has been completed; this will be reviewed at the next Performance Committee meeting. A Pupil Premium review has also taken place and the report should be received soon.

School Improvement team working with ETA:

- Simon Webb (Ofsted Inspector) – Governance and Pupil Premium review
- Chris Beedon – Data Specialist
- David Bray – (Ofsted Inspector) – Leadership
- Helen Jameison – BEST - Assessment Policy
- Sharon Jeffs – BEST – Teaching and Learning
- Craig Smith – BEST – Governance
- Alan Lee – Project Lead

ETA is the 3rd highest performer in the local authority achieving many outcomes above the national average. However, the tracking of pupils' progress and practice needs to be more consistent.

The Trust will be reflecting and has embarked on a comprehensive review of practice. AL will amend the Scheme of Delegation and the self-review process will be further developed, at the request of the Trustees.

Action: YH to book IB and PW onto David Bray's 'Understanding Data Workshop'.

Challenge Partners Reports

It was agreed that the Trust should follow up on to ensure that the areas identified within the 'better ifs' section of the CP reports are addressed.

AL advised that the scheme of delegation is a working document that gets reviewed and updated annually. It was agreed by the Trustees that a school which becomes RI should lose some of its autonomy. What that looks like needs to be determined.

Schools receive the CFR report monthly from Finance which tells them how much they have spent. LGBs/Principals have discretion here on how they use this to ensure best value.

Teaching school update

SJ has completed the annual return to the National College in respect of the Teaching School activity. A summary of the CPD provided by the Teaching School to all schools during 16/17 was shared together with details of the current offer for 17/18.

BEST teaching school has provided training to over 1300 delegates in the past year.

BEST teaching school is looking to offer some subsidized course places for members of the Trust, using surplus funds that are available.

Statement of Actions have been put in place for each school; every school working well with the TS this year.

BEST teaching school received a 'glowing' report following an external review of the licensed programmes run at the teaching school.

The BEST teaching school has 22 SLEs; the number of SLEs from within the Trust has doubled over the last couple of years.

BEST teaching school is helping to support our schools with their CPD.

Lawnside

A planning group has been set up to ensure the project stays on track and continues to move forward.

The Legal Commercial Transfer agreement has now been agreed; from the legal work undertaken it has been identified that the school need to sign to say that they have received a small piece of land.

Lawnside have been 'set up in draft' on the BEST financial systems.

CS held a parents evening to answer any questions that the parents may have around the school joining BEST.

A new Principal has been appointed at Lawnside and started in January 2018; Cheryl took her last school from Ofsted rated RI to Good.

Due Diligence has identified that 90% of the budget is being spent on staffing, compared to a national average of 78%. Despite this, the three year budget shows a healthy headline; there is concern that monies are not being spent on School Improvements or the school building.

Some complexities have been identified with Lawnside's current HR provider which is making the 1st March deadline of when the school joins the Trust unlikely; the RSC are concerned about the time slippage and have been in contact with Central Beds to speed up the Process. Lawnside's contracts with their current IT/HR and Finance Suppliers cease on 31st March 2018.

An external review on Governance has been conducted by Simon Webb; a copy of the report should be received soon.

In addition to the funds that will be received for an Academy conversion, a bid MDIF has been submitted for additional funding.

Pix Brook

Central Bedfordshire has approved release of the land subject to planning permission; the location will be within close proximity to Etonbury.

Site access is now allowed and feasibility work is currently going on; the report is due mid-March. BEST would like to be involved in the build, however, the Local Authority would like to commit to build the school themselves and to recruit Ben McCarthy as the Pix Brook Project Manager. The keys would be handed to BEST once the school has been built.

Ben feels that unless decisions start being made by mid-March, that there's a possibility we'll not be ready to open in September 2019.

Central Beds are looking to use 'Sunesis' who provide modular build schools and recently built the school on the Wixams estate; CS went to view the school and was advised that they have been happy with the build.

CM asked whether we're confident there'd be the pupil numbers for 2019; DS and CS advised yes, as there is a shortage of school places in Central Bedfordshire.

CS advised that the water and electricity mains, and roads are being put in to allow the project to 'get going' once planning has been approved.

Sixth form

CS advised that there is a pressing issue around the provision of a sixth form as there are not enough places. At present, the funding responsibility of providing student places remains a grey area.

It would be costly to develop a Sixth form block and an education plan would need to put together. In the short/medium term and at a reduced cost the layout of block 20 at SWA, could be re-structured to provide at least six more class rooms; this together with increased class sizes (20 students is deemed the appropriate limit per class) would help accommodate a larger number of students at KS5.

The Trustees confirmed that a Sixth form block will not be built at Etonbury Academy.

Admissions

Last term the Trust 'consulted' on admissions for 2019; there were 11 responses of which 3 just needed clarification - these comments have been responded to.

Comments posted by the Councils have been responded to and CS has offered to go and meet with them.

Lisa Little responded directly to the person who wrote point 10 and referenced the relevant section within the policy.

Decision: All of the Consultation comments were discussed in detail and all of the Trustees decided to uphold the policy as proposed.

J. Bond.
14/3/18.

Next meeting: 14th March 2018

