

Liskeard Hillfort Primary School
Minutes of the Drive Team Meeting Part 1

Date	Monday 16th July 2018 at 5.00pm	
Venue	Liskeard Hillfort Primary School	
Present:	Drive Team Name Mrs S Berne Mr S Borlase Dr T Cook Mrs J Deacon Mrs S Pike Mrs K Podmore Mr J Smith Mrs R Gale	Role Drive Team Chair Staff Drive Team Member Principal Drive Team Member Drive team Member Drive Team Member Drive Team Member Clerk
Apologies:	Mr P Baker Mrs W Birkbeck Mrs V Greenaway Miss R Miles	Regional Executive Principal Drive Team Member Achievement Lead Drive Team Member
Absent:	None	
In attendance:	Mrs K Eyre Miss V Holt Miss V Morrison	Assistant Principal Assistant Principal Deputy Principal

The meeting met its quorum.

AGENDA	Welcome and Apologies for Absence
ITEM 1	
Discussion	<p>The Chair welcomed members to the meeting.</p> <p>Apologies were accepted as above. It was noted that WB has stepped down from her role on the Drive Team due to work commitments, but would very much maintain her links with the school in relation to transition for Year 6.</p> <p>The Chair reported that she was resigning as governor. TC, on behalf of the Drive Team, sincerely thanked Mrs Berne for all her hard work and the impact she had made to improve the work of the Drive Team.</p> <p>Governor vacancies – TC noted that there was a prospective parent considering the role of governor. To be confirmed.</p>

AGENDA ITEM 2	Declaration of Business and Pecuniary Interests
Discussion	Governors present completed the new declaration forms for the forthcoming year.
Action	RM to complete form.
AGENDA ITEM 3	School Improvement
Discussion	<p>Analysis of the statutory assessments July 2018.</p> <p>KE presented the headline data to the DT, compared to 2017 national data.</p> <p>KS2 Results</p> <p>It was noted that:</p> <ul style="list-style-type: none"> • KS2 combined results (54%) were below the national 2017 (61%) but the highest Hillfort had achieved. Cohort context was noted that, of 57 pupils, 9 were SEN and 3 had EHCPs. This cohort had lower KS1 results and additionally there were a number of in-year transfers in Year 6. • Writing was above the national average 2017 (76%) at 81%, with 25% at higher standard (score of 110 or greater). Writing had been externally moderated. • GPS was not included in the combined score. • National greater depth results had not been published at time of meeting. • In year progress was excellent. • Gap between PP and non-PP was still quite wide. • Pupil workload and intervention had been significant. • Governors reported the schools approach to reading and comprehension was impressive with the right strategies in place. • Governors challenged the progress compared to KS1 (added value) which would be reviewed late September when figures available. • Governors questioned the timeframe for the school achieving expected (or above) the national KS2 floor standard. It was reported that Year 5 still had legacy of poor progress/combined classes when in Year 3. Current Year 3 and 4 were predicted to meet the standard. • Governors challenged whether results were improving quickly enough particularly in Maths. It was reported that there was a balanced curriculum between Maths and English. Next year the school would be incorporating science and technology in their Maths books so that pupils to see the relevance (STEM). <p>KS1 Results</p> <ul style="list-style-type: none"> • VH reported that 82% of EYFS (50) had achieved a good level of development compared to national figure 2017 of 71%. This excellent figure was slightly higher than predicted (80%). Pupils would be required to continue to work at pace in Year 1 to maintain this progress. • Year 1 Phonics results were sitting above national 2017 (81%) at 86% as were the Year 2 combined results at 93% (national 92%).

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Signed: *Susan Pike* 17/7/18

	<ul style="list-style-type: none"> Hillfort End of KS1 results were broadly in line with national 2017 results. Cohort context -55 pupils. TC reported that teaching and PEG support was consistently good in Year 2. Year 2 had not however benefitted from the Talk for Writing programme, reflected in the slightly lower writing results. Strength - Gaps in Maths, Reading and Phonics had been closed. Gap in writing would be addressed. <p>JP reported she had completed a PP review in the previous week, including focus groups, analysis of data, attendance and book scrutiny and confirmed the budget had been well spent to close the gap for PP children.</p> <p>The Chair challenged the sustainability and impact of the intervention strategy, given budget constraints and rising roll. Whilst it was very good, what was the impact of the Easter school and Saturday schools for example? The DT also questioned whether the school was targeting pupils marginally below greater depth. Extra TA support in classroom would support this.</p> <p>The Chair thanks KE for the summary report and sincerely thanked all staff for their continued hard work over the year to achieve these results.</p>
Action	<p>Analysis of impact on Easter school and Saturday schools.</p> <p>Analysis of KS2 progress scores following publication of national table in Autumn term.</p>
AGENDA ITEM 4	Trust Merger Statement
Discussion	<p>The Trust Merger statement was discussed. It was noted all Drive Team Chairs were meeting in August to consider way forward. JS would represent Hillfort at the meeting.</p> <p>The role of Chair and Vice-Chair of the DT were unclear at this time. It was therefore proposed that interim appointments should be made. Nominations were invited. SP was proposed by SBerne and seconded by JP for role of Chair. JS accepted the role of Vice-Chair. <i>SP, JS 17/9/18</i></p>
Action	Hillfort representation at Trust meeting.
AGENDA ITEM 5	Any Other Business
Discussion	The Chair thanked all DT members of and staff or their hard work over the school year.
AGENDA ITEM 15	Date of Next Meeting
	The meeting closed at 6.20pm.

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