

**Slough School Improvement Board Meeting**

Tuesday 10<sup>th</sup> September 2019 | 15:30 – 16:30

Beechwood School

**Attendees:-** Bushra Jabeen (BJ – SBC), Jo Curd (JCu –SBC), John Constable (JC – Langley Grammar School), Johnny Kyriacou (JK – SBC), Kathleen Higgins (KH – Beechwood), Navroop Mehat (NM – Wexham Primary), Rhodri Bryant (RB – Langley Academy), Sara Benn (SB – Holy Family), and Vikram Hansrani (VH – SBC).

**Apologies:-** Rachel Cross (RC – St Marys)

Agenda Item	Main action points	Action Owner
<b>1. Welcome &amp; Introductions</b>	JK welcomed everyone from the summer holidays and explained this will be a short initial meeting to discuss the TOR, where the remaining agenda items will be discussed at the next meeting.	
<b>2. Membership</b>	Kathleen Higgins – Chair of SASH Navroop Mehat – Primary Representative Rhodri Bryant – Secondary Representative Sara Benn – Co Chair of SPHA Rachel Cross – Senior Education Liaison Officer John Constable – STSA Diana Osagie – Senior Standards and Effectiveness Officer (Secondary)  This membership is to be changed in accordance to the newly drafted TOR upon approval – see <i>embedment or attachment from e-mail</i> .	
<b>3. Declaration of Interest</b>	Diana Osagie – Ofsted John Constable – Ofsted	
<b>Part One</b>	A continuation of discussion on cross-phase project following meeting with Stephen Tierney in the summer term took place 13.30 – 15.30. No minutes required at this stage.  MP & Jane Girle are working on a document project and will meet again before it is communicated to all Headteachers/Schools.  A follow up meeting will be arranged to discuss this further.	<b>MP &amp; Jane Girle</b>
<b>4. Matters Arising</b>	JK walked through previous minutes and confirmed the following have been actioned/noted: <ol style="list-style-type: none"> <li>1. Membership will be discussed in today's meeting.</li> <li>2. The Partnership Offer has been e-mailed to all Headteachers and the response has been positive.</li> <li>3. <b>Update on LAP offer</b> - JCu has created a calendar to put together the current offer of training so possible gaps can be identified. This has been e-mailed to SSIB Board members.</li> </ol>	

	<p>JCu is liaising with Primary and Secondary Headteachers (Primary – re networks; Secondary – liaising with Peter) and also with Janet Roberts (JR) re STSA. It has also been agreed that in order to keep this Calendar up to date, it will be revisited ½ termly. JCu to keep JC in loop.</p> <p>JCu to arrange for calendar to be publicised on TheLink and STSA website, with 1 link shared across both sites.</p> <p>4. CRE document has been e-mailed as JK would like all SSIB Members to provide feedback on this. This will be piloted for a week and is an easier streamlined method – similar to that of the Safeguarding Audit Tool – however doesn't take as long to complete.</p>	<p>JCu</p> <p>ALL</p>
<p><b>5. Discussion on new and updated terms of reference – including exploring having an independent chair</b></p>	<p>TOR was discussed in great detail were the following points were noted:</p> <ul style="list-style-type: none"> <li>• SSIB oversees the LSIF projects</li> <li>• SSIB can look at specific issues Schools might be faced with and finds ways to resolve it i.e. issue with Maths KS2 – find a SLE specialist to help.</li> <li>• JCu stated it is important to note that the SSIB will not go in too deep into any issue but will look at the surface of it and find ways to help Schools i.e. Governance, Inclusion, Standards of Curriculum and Learning</li> </ul> <p>Headteachers unanimously agreed that perhaps guidance is needed when completing any forms for feedback on Schools so they know what they need to input as not everyone will have the same return on the information provided.</p> <p>JK highlighted that there is no change to what we do currently.</p> <p>JK mentioned we are not Ofsted nor do we replicate Ofsted's work. We would merely be providing support to the Schools who require it and discuss in SSIB meetings of the progress of that support.</p> <p>JK responded to MP's question about consultant decisions in terms of verifying the CRE process, JK confirmed if Schools disagree with a consultant's decision the LA would just record the consultant's decision and the schools disagreement as laid out in the school improvement strategy.</p>	

	<p>Further discussions were made surrounding challenging Schools and in the end it was agreed to re-word the <i>SSIB TOR</i>. This re-wording is to be approved by Headteachers and then finalised.</p> <p>JK also informed everyone that the <b>School Improvement Strategy</b> is being refreshed and will e-mail this across.</p> <p>JK has chaired the SSIB for 2 years and has had a positive experience in doing so, we are progressing each year where trust has built with Schools and the LA. JK has suggested having an independent chair as he doesn't want this to look like a LA Board with Headteachers and wants this to be more of a school led system.</p> <ul style="list-style-type: none"> <li>• LA would draft Agenda</li> <li>• Independent Chair would chair the meeting (can rotate per meeting)</li> </ul> <p>It has been agreed that JK will continue to chair the meeting at least for the next year.</p>	<b>JK</b>
<p><b>6.LA Partnership Offer</b></p>	<p>Deferred to next meeting.</p> <p>Leader Seminar in Nov will be Ofsted themed and will have a guest speaker (Slough HMI)</p>	
<p><b>7.SEND Area Inspection</b></p>	<p>VH confirmed SEND area inspection is due very soon as was to be held between 2016 – 2021.</p> <p>LA are preparing for an inspection and they will not only be looking at the LA but will also be looking at settings. Their focus will not be just EHCP related but also SEN Support and how schools deal with this.</p> <p>Please note this inspection is not to grade Schools – they will only be there to assess the experience of pupils. VH also highlighted a change to legislation is also due soon.</p> <p>VH confirmed a self evaluation document with an action plan and strategy will be e-mailed to Headteachers.</p>	<b>VH to send</b>
<p><b>14.AOB</b></p>	<p>None.</p>	
<p><b>15.Date of Next Meeting</b></p>	<p>Wednesday 9<sup>th</sup> October 2019</p>	