

Minutes of the Moorcroft School Local Advisory Board meeting
Held at Moorcroft School, Bramble Close, Hillingdon, Uxbridge UB8 3BF
On 30th October 2018 at 7:00pm

Present:

Andrew Sanders	AS	Headteacher
Margaret Mulholland	MM	LAB Chair
Toni Moore	TM	LAB member
<i>Also attending</i>		
Keith Holroyd	KJH	Clerk

Apologies:

Abraham Ghorey	AG	LAB member
Jane Essex	JE	LAB member
Lisa Hatcher	LH	LAB member

Item Ref.	Discussions and Decisions	Action
1/2018-19	Welcome and introductions MM welcomed KJH to his first meeting as the new Clerk.	
2/2018-19	Apologies for absence Apologies were received from AG, JE and LH.	
3/2018-19	Declarations of interest There were no declarations for this meeting. All members present completed their annual declaration.	
4/2018-19	LAB reboot MM fed back on the recent training day which she and AS had attended. Members discussed how the role of the LAB was continuing to develop, focussing on supporting the school. Members felt that the change from a LGB to a LAB provides an opportunity to bring in a new members, especially parents, who may not have been attracted to a LGB role. AS outlined his regular meetings with senior managers within the Trust and that there are opportunities for LAB members to get involved in some of those discussions. It was explained that there is still a role for LAB members on panels.	

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5/2018-19	<p>Minutes and actions from the last meeting</p> <p>The minutes of the 15th June 2018 meeting were agreed as a correct record.</p> <p>Members discussed the format of that meeting, especially the presentation and discussions and engagement with parents which was felt to be helpful. It was suggested that a 9:30am meeting helps to engage parents and that it would be worth considering varying meeting times during the year or having short sessions with parents, although it was recognised that this may also present difficulties for some LAB members.</p>	
6/2018-19	<p>Update post-Ofsted report and the first weeks of the new term</p> <p>This had been a challenging half-term for pupils returning to school after the long summer break.</p> <p>The school roll has expanded quite significantly, currently 79 on roll including 12 pupils joining Yr. 7s, a higher number than usual. Members discussed staff:pupil ratios and, whilst it may seem better to have more staff, the benefits of having a good team of permanent staff outweigh having smaller class sizes with the associated reliance on agency staff.</p> <p>AS explained that many of the areas highlighted as action points by the Ofsted inspection had already been identified by the school and being addresses through the key focus areas for this year.</p>	
7/2018-19	<p>What are the key focus areas this year?</p> <p>AS guided members through the key focus areas for the school this year which were summarised as:</p> <ul style="list-style-type: none"> • Teacher training; • PSHE & socio-emotional development; • Accreditation for the most able 6th formers; • Future pathways and careers education; • Assessment; and • Narrowing the gap between English & Maths <p>Members welcomed the approaches to growing and developing our own talent including the leadership coaching for new middle leaders and opportunities for graduate TAs to become graduate apprentice teachers.</p> <p>Members considered whether there may be some opportunities for collaboration with Swiss Cottage Special School in relation to the work being undertaken on PSHE and socio-emotional development. Action: MM & AS to discuss opportunities for collaboration between Moorcroft and Swiss Cottage Schools</p> <p>The importance for all parties to be involved in discussions around pupils' future pathways whether that be college, employment or supported living was discussed. AS explained that the school were looking to do more imaginative things in relation to careers education with focussed activities within the school.</p> <p>Members discussed the introduction of personalised targets, with clear benchmarks for English & Maths, especially for more able students.</p>	MM & AS

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	<p>Targets would focus on what each student can achieve, rather than relying on developmental milestones. Members also discussed the use of task & reward systems.</p> <p>AS highlighted how, particularly ASD pupils, find the functional approach of maths teaching easier to engage with than English. Staff are looking at ways to make the teaching of English more functional and helping teachers in recording that.</p> <p>Members discussed several key issues for them including:</p> <ul style="list-style-type: none"> • How to track and support progress in the 6 areas; • How LAB members might best engage in which areas; and • Identifying key LAB members. <p>It was suggested that the school and/or Trust could explore opportunities to talk to PGCE students at Brunel about special needs teaching and taking the opportunity to promote Moorcroft and the Trust. It was agreed that AS would discuss this with JOB to see whether the Trust were already pursuing such avenues. Action: AS to discuss with JOB</p> <p>MM informed members that Phillip Garner, an external consultant in SEN and SEBD, had indicated he would be willing to support the work of the school. It was agreed that AS would discuss this with JOB. Action: AS to discuss with JOB</p> <p>It was agreed that TM and LH would lead for the LAB in terms of parental engagement, particularly in relation to the future pathways work.</p> <p>It was agreed that the PHSE/SRE area would be a focus for LAB involvement.</p> <p>Members discussed ideas to take their involvement on these key areas forward.</p> <p>It was agreed that the next meeting should focus on future pathways. LH and Terri Harper would be asked to do presentation, and that parents could be invited, both to share information and capture their thoughts. Action: LH & TH to give a presentation to the LAB on Future Pathways at the next meeting.</p> <p>It was agreed that the subsequent meeting would focus on PHSE/SRE with a workshop for LAB members. It was also agreed that this should be a morning session so that therapists and parents could be involved.</p> <p>Members also discussed the view that the LAB should move away from its previous, more formal approach, to one which focussed on being a forum for generating ideas.</p>	<p style="text-align: center;">AS</p> <p style="text-align: center;">AS</p> <p style="text-align: center;">TM & LH</p> <p style="text-align: center;">LH & TH</p>
8/2018-19	<p>How do we ensure the LAB members know the school?</p> <p>Members discussed various ideas for ensuring that they had a good knowledge and understanding of the school to better support it. These included:</p> <ul style="list-style-type: none"> • Learning walks; • Engaging with the school outside LAB meetings; • LAB presence at parent's session on future pathways and/or the Christmas fair; and 	

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	<ul style="list-style-type: none"> Improving their understanding of what pupils are doing & learning, which would reflect the change in the Ofsted focus from next September. <p>Action: MM to set up some visits, do learning walk(s) and help to plan the sessions above. MM will also circulate the dates of visits & learning walks to other LAB members.</p> <p>Action: LAB members to consider how they might find opportunities to engage with the school outside LAB meetings.</p> <p>Action: AS to circulate a calendar of key events which LAB members could attend.</p>	<p>MM</p> <p>All LAB members</p> <p>AS</p>

Meeting closed at 8:45pm

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Action Summary

Agenda Item x/2018-19		Action	Who
7	What are the key focus areas this year?	Discuss opportunities for collaboration between Moorcroft and Swiss Cottage Schools	MM & AS
		Discuss opportunities to present to Brunel PGCE students with JOB	AS
		Discuss potential support from Phillip Garner with JOB	AS
		TM and LH to lead for the LAB in terms of parental engagement, particularly in relation to the future pathways work	TM & LH
		Presentation to the LAB on Future Pathways at the next meeting	LH & TH
8	How do we ensure the LAB members know the school?	Set up visits & learning walk(s) and circulate the dates to other LAB members	MM
		Help to plan the LAB sessions on Future Pathways and PSHE/RSE	MM
		Consider how they might find opportunities to engage with the school outside LAB meetings	All LAB members
		Circulate a calendar of key events which LAB members could attend.	AS