

# Minutes from Steering Group for New Bewerley, Hunslet Carr, Sharp Lane Partnership

03.11.16

Present – Mandi Wilson, Martin Lumb (joined at 5.35pm), Gary German, Ian, Kevin, Heather, Anna & Chris.

Before discussing the items on the agenda members of the steering group discussed what the partnership should be called and the purpose of the first steering group meeting.

Outcome – Although the group was originally called CoGS (Community of Growing Schools) the partnership is exploring new names and in the meantime will continue to use CoGS or New Bewerley, Hunslet Carr, Sharp Lane Partnership.

Outcome - It was also agreed that the items discussed and agreed would form the Memorandum of Understanding.

Action – GG to write and circulate the memorandum. MOU to be approved at the next steering group meeting.

## **1. Frequency of meetings**

Resolved – It was agreed that there will be 3 steering group meetings every academic year. The steering group will consist of each school's headteacher and 2 governors from each school.

Action – For school governing bodies to decide and minute who their nominated representatives are.

Resolved – Each school will host one of the meetings. The HT from the host school will chair the meeting. The host school will also provide a clerk for the meeting. The host school will circulate the minutes from the meeting and the agenda for the following meeting. HTs will circulate minutes to all governors, to be discussed, if necessary, at each school's full governing body meeting or referenced in each HT's report to governors.

## **2. Vision Statement**

Resolved – the following partnership vision statement was agreed.

- To work together making a positive contribution to our school communities.
- Promote the well-being and raise the achievement and aspirations of every pupil in our partnership schools.
- Sharing best practice and work together to ensure that the quality of teaching and learning is consistently good or better in each partnership school, striving towards increasingly outstanding teaching.

- To extend opportunities for staff training and development; supporting all our practitioners to become more effective in each of their roles.
- To develop a highly inclusive approach to each child's education and to maximise the gifts and talents of individuals.
- To look at ways in which we can maximise funding opportunities to improve our schools ability to offer best value for money.
- To develop a system of effective leadership across the partnership that takes into account succession planning at all levels.

### **3. How are decisions made?**

Resolved – All 9 members of the steering group will have an equal vote. A decision will need at least 5 votes to be agreed. The steering group will make decisions about...

- Steering group actions
- How money will be spent and do outgoings match partnership improvements.

Action - Each FGB to agree that partnership decisions can be made in steering group meetings.

### **4. Action Plan**

Resolved – Steering group to write an action plan. Suggested action plan is included in these minutes (see below).

Actions – HTs to meet and write action plan. Steering group to approve action plan at the next steering group meeting.

Resolved – For the partnership to be effective schools need to share data and outcomes from external reports. Every agenda should include *Current data / External reports*.

**AIMS OF THE ACTION PLAN**

<b>OUTCOMES FOR PUPILS</b>	<b>QUALITY OF TEACHING, LEARNING AND ASSESSMENT</b>	<b>EFFECTIVENESS OF LEADERSHIP AND MANAGEMENT</b>	<b>PERSONAL DEVELOPMENT, BEHAVIOUR AND WELFARE</b>	<b>INFORMATION AND RESOURCE SHARING</b>
To ensure that in all ten schools all pupils achieve good and outstanding results across all key stages.	To ensure that in all ten schools the quality of teaching and learning across all key stages is consistently graded as good and outstanding.	To ensure that in all ten schools the quality of leadership and management at all levels is recognised as good and outstanding.	To ensure that in all ten schools the behaviour and attendance of all pupils is good /outstanding and that with the support of the cluster the needs of all vulnerable and families are met. To embrace and promote 'Pupil Voice' in all our schools.	To ensure that all ten schools achieve outstanding value for money through shared resource procurement and collaborative CPD projects.

**ACTIONS**

Moderation meetings	NQT forums  PWP project	Leadership meetings  Subject leader meetings  Work with DL – 3 learning reviews per year.		
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**EVIDENCE TO SUPPORT OUTCOMES**

End of foundation stage results Year 1 phonics check results End of KS1 SATs results End of KS2 SATs results End of KS2 progress results Pupil premium results	Results of internal and external evaluations of teaching, learning and assessment moderated across the ten schools by senior leaders and external critical friends	Ofsted Reports SIA reports Partnership monitoring reports	Social and emotional results Attendance results Exclusion results Cluster reports	Annual evaluations of any projects and initiatives which have taken place across the partnership. Financial reports illustrating any economies of scale achieved through the partnership work.
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**MONITORING AND EVALUATION OF THE PARTNERSHIP**

Progress to be monitored and evaluated by  
**STEERING GROUP/ GOVERNING BODIES/EXTERNAL CONSULTANTS / LA**

**5. How are costs divided?**

Resolved – Cost will be split equally between all 3 schools in the partnership. This will be reviewed annually.

**6. What should the Steering Group produce?**

Resolved – The steering group will produce an annual newsletter for parents. All 3 schools will have a website page dedicated to the partnership. Website page should include: vision statement, heading from the action plan, any photos / media from events.

**7. How will the partnership grow?**

Resolved – Once the partnership is established the steering group will decide if the partnership should grow. Stakeholders may suggest school where they feel a link will be beneficial and the steering group will consider requests from other schools.

**8. A.O.B**

N/A

**9. Date of the Next Meeting**

23<sup>rd</sup> February at 5pm – Sharp Lane. (Agenda included below)

Steering Group for New Bewerley, Hunslet Carr, Sharp Lane  
Partnership

23.02.17, 5pm at Sharp Lane

Agenda

1. Apologies

2. Membership Matters

Have FGBs elected 2 governors?

3. Approve Minutes from last Meeting

4. Matters Arising

5. Action Plan

I. Approve action plan

II. Update – what's been achieved, what are the outcomes?

6. Memorandum of Understanding

Approve document

7. AOB