

Headteacher's Report for Governing Body

Full Governing Body Meeting – Tuesday 13th December 2022

School Information

Staff	Role / Responsibility	Name
	Headteacher	Mrs Michelle Shenston
	SENCO	Mrs Janet Keyser
	Assistant Headteachers	Mrs Charlotte James and Mrs Laura McMillan (Mrs McMillan – Maternity)
	Acting Assistant Headteachers	Mrs Nicki Kelly Mrs Claire Suttle
	Early Years Co-ordinator	Miss Rebecca Sculfor
	Key Stage One Co-ordinator	Mrs Claire Suttle
	Key Stage Two Co-ordinator	Mrs Nicki Kelly
	HLTA	Mrs Keeley Evans
Subject Leaders	English	Mrs Joel Evans
	Maths	Mr Daniel Harris
	Science	Mrs Laura McMillan (Maternity) Mrs Charlotte James
	Computing	Mrs Claire Suttle
	RE	Mrs Laura McMillan (Maternity) Mrs Nicki Kelly
	Personal Development	Mrs Nicki Kelly
	PSHE	Mrs Nicki Kelly
	History	Mrs Anna Spicer
	Geography	Mrs Samantha Turner
	DT	Mrs Gallagher & Miss Sculfor
	PE	Mr Ian Wisbey
	Art	Mrs Gallagher & Miss Sculfor
	Music	Mrs Claire Suttle
	Modern Foreign Languages	Mrs Charlotte James
School Council	Mrs Anna Spicer	
Designated Child Protection Officer		Mrs Michelle Shenston
		Deputies: Mrs Laura McMillan Mrs Charlotte James Mrs Janet Keyser
	Site Manager	Mr Jon Felts

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	Health and Safety Manager	Mr Jon Felts
	Finance Officer	Sanjay Chandarana
	School Secretary Administrative Assistants	Mrs Lynn Gosden – 4 days per week Mrs Helen Wardle – 4 days per week Mrs Helen Rose - 1.5 days per week Mrs Debbie Skinner – 0.5 days per week
	SENCo Administrative and Provision Assistants	Mrs Helen Rose – 0.5 days per week Mrs Debbie Skinner – 1 day per week

Senior Leadership Team:

Michelle Shenston

Charlotte James

Laura McMillan (Maternity)

Janet Keyser

Nicki Kelly

Claire Suttle

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Class	Gender		Pupil Premium	SEND	EAL	Attendance
	Girls	Boys				
Nursery - Clover (13) <i>Mrs Gallagher</i>	5	8	89.7%			87.9%
Reception – Sunflower (29) <i>Miss Sculfor</i>	12	17	88.4%	96.2%	93.7%	92.4%
Year 1 – Tulip (30) <i>Mr Wisbey</i>	12	18	96.7%	96.4%	94.2%	94.2%
Year 2 – Daisy (30) <i>Mrs Suttle</i>	14	16	91.7%	97.5%	94.1%	96.3%
Year 3 - Buttercup (29) <i>Mr Evans</i>	14	15	98.3%	92.7%	94.5%	94.5%
Year 4 – Bluebell (30) <i>Miss Lynch</i>	19	11	98.3%	92.7%	95.9%	98.2%
Year 5 - Lilac (29) <i>Mrs turner / Mrs Spicer</i>	18	11	100%	94.6%	96.3%	96.4%
Year 6 - Honeysuckle (30) <i>Mrs Kelly</i>	15	15	93.3%	94%	96.5%	96.2%
Year 6 - Jasmine (30) <i>Mr Harris</i>	18	12	89.3%	95%	95.6%	95%
Total				95.3%	95.7%	95.2%
School Total	<p style="color: red; text-align: center;">Pupil Numbers correct as of 07.12.2022</p> <p><i>Note the extra space in Year 3 due to a parent choosing to remove her child from school and electively home educate.</i></p>					
Suspensions	<p>Two children</p> <p>1 – Reception class 0.5 days challenging behaviour aggression towards adults</p> <p>1 – Year 3 1 day – challenging behaviour aggression towards adults</p>					

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Whole School Focus:

- 1. Build on outcomes in all subjects/phases across the school, by effectively utilising recovery and intervention programmes, so that there is a demonstrable improvement year on year and any gaps with national average close.**
- 2. In line with the curriculum vision, embed a strong pedagogical approach to T&L across the school so that AfL is deeply rooted and next steps are consistently clear (inc. in phonics)**
- 3. Strengthen and develop the expertise of all staff, in order to recognise and remove/mitigate barriers to learning (inc. those caused by SEND, poverty or mental health issues), so that all children are fully engaged and focused on their learning at all times.**
- 4. Develop and strengthen the teaching of British Values, including the celebration of faith & diversity, across the school.**

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Teaching, Learning & Assessment:

This term we have had a sharp focus on the following subjects:

English, Maths, Science, History and Geography

These Subject Leaders observed teaching in their subjects, looked at books and conducted some pupil voice interviews.

- History and Geography were both subject to 'Close reviews' by Redacted during her visit on 1st November 2022 (see report on GovernorHub (HIP/SIP reports – Hillmead Note of Visit Nov '22)).
- There was a review of the Quality of Education conducted by Redacted on 20th September 2022 (see report (GovernorHub (HIP/SIP reports – Hillmead Note of Visit Sep '22)).

The following Subject Leaders gave an update to the Curriculum Committee on 15th November 2022:

Redacted

Overall Outcomes from all monitoring activities:

Ensure that Feedback and Marking includes correction of technical words spelt incorrectly

Ensure that vocabulary plays an integral part in all subjects

Ensure that information (facts etc) that are recorded incorrectly in books are corrected by teachers

Check that all teachers have good subject knowledge

Check that there is sufficient pace and scaffolding of lessons in all classrooms

Outcomes specifically to History & Geography:

Investigate and purchase a greater range of newer non-fiction books about countries and cities

Improve / update our atlas collection

Find a way to display (or at least provide) a world map for all classrooms

Find a way to display (and purchase) World Timelines for all classrooms

Continuing Professional Development for Staff:

Online Safety (led by Redacted) for class teachers (LSA training scheduled for Spring 1)

Level 1 Mental Health (led by Redacted) for all staff

Emotion Coaching (led by Redacted) for teachers, alongside Thorn Grove Staff

Exploring AfL (led by Redacted) for all staff

Phonics (led by Redacted) for new staff or those wishing to have a refresher

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Behaviour for Learning (led by Redacted) for all staff

Final KCA Module – Building Community Resilience – for all staff

Several LSAs have attended training on a range of SEND subjects, led by Redacted

Assessment:

Reception Baseline: This has been completed

Year 4 Multiplication Check: Statistical Release: <https://explore-education-statistics.service.gov.uk/find-statistics/multiplication-tables-check-attainment/2021-22>

Class teachers have administered assessments to all children in the past two weeks. A full summary of this data will be available for the next Curriculum Committee meeting in the New Year.

The school assessment outcomes have been updated to reflect the recently released progress measures for Key Stage 2 and the Multiplication Check data at a national level. The new version: Assessment overview for end of year 2021 – 2022 v3 can be found on GovernorHub (Documents - Assessment and Data).

All Subject Leaders have access to the Assessment generated by Arbor from end of year reports and can discuss the strengths and weaknesses of assessment outcomes for their subject. In Autumn 2, staff will undergo training to input and generate reports for their subject data. Analysis of Autumn data will take place in Spring 1 on INSET day.

Leadership & Management:

Staffing Update:

Resignation from Redacted with effect from December 31st 2022

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Appointment of Redacted as Year 5 class teacher from 1st January 2023 until July 2023

Appointment of Redacted as Year 5 & 6 PPA teacher from 1st January 2023 until July 2023

Appointment of Redacted as Nursery 1:1 LSA from 1st January 2023 until July 2023

Resignation from Redacted with effect from December 31st 2022

Reduction in hours from 3 to 2.5 days for Redacted

Absence Update:

Redacted

School Improvement Plan:

See Hillmead School Improvement Plan Termly Outcomes Autumn 2022 on GovernorHub (Documents – School Improvement Plan)

Catch-Up Funding:

See Hillmead School Improvement Plan Termly Outcomes Autumn 2022 on GovernorHub (Documents – School Improvement Plan)

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The school have employed **Redacted** for two mornings per week to deliver intervention sessions as part of the Recovery Premium. She is currently supporting children in Years 5 and 6.

During the autumn term the school have piloted the Reading Plus programme. This is with children from Years 5 &6. If the progress and impact looks strong the school will purchase the license for 25 pupils at a cost of £3275.00 for one year.

Personal Development, Behaviour & Welfare:

We have reviewed the Behaviour Policy in school with a view to providing staff with guidance for how to deal with low level or repeated disruption in the classroom. We have also introduced our Behaviour Curriculum. This can be viewed on GovernorHub (Documents – Behaviour – HPS Behaviour Curriculum).

The school had a Commissioned School Visit conducted by **Redacted** from HFL Education. The focus of this was to look at pupils' mental health and wellbeing (see report (HIP/SIP reports - 0221007-KS-216-CSV)).

Safeguarding:

- The Annual Report to Governors has been completed and is available to view on GovernorHub (Documents – Safeguarding – Annual Report to the GB 2021-2022 Academic year)
- The Termly report to Governors has been completed and is available to view on GovernorHub (Documents – Safeguarding – Autumn Report 2022)
- The monthly SENSO check (appropriate online behaviour) has been carried out for September, October and November (Documents – Safeguarding – Online Safety Incident Log)

Accidents:

None to report

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Governor Involvement:

Queen's Jubilee Tree Planting Ceremony 2nd December 2022

Community Involvement:

We are working alongside Manor Fields and the Northern Orchard Planting Project to produce the plaques for the fruit trees due to be planted between our schools.

Harvest donation made to Bishop's Stortford Food bank

Children in Need day

Christmas Jumper Day in aid of Grove Cottage

Bishop Stortford School Partnership: Envision

Members of the Partnership met in early September to review the teaching of writing across the town. A number of strategies were shared but each school has decided to continue on their own path with regards to this.

Our cluster group (Thorn Grove, All Saints and Thorley Hill) are holding three workshops across the Spring term to upskill teacher knowledge with regards to Writing. Two staff members from Hillmead will attend the County Writing Moderation training and then deliver a training session to staff at all four schools. This will be followed by all four schools holding an 'Everybody Writes' day where the children write to a specification with an agreed level of input from teachers. This will then be assessed by class teachers. The work will then come back to the group for teachers to moderate in their year groups, agreeing on EXS and GDS. This will produce an accepted standard of writing across the four schools.

Our Peer Review date is scheduled for Wednesday 18th January 2023.

SEND:

See report from Janet Keyser regarding our current SEND register (Documents – SEND -

Recommended Reading:

<https://schoolsweek.co.uk/schools-bill-what-happening-white-paper-academy-reforms/>

Policies for Ratification / Review:

Grievance

Children Looked After