

**Minutes of the meeting of the University Academy of Engineering School
Advisory Board
held at 4.00 pm on Thursday, 9 July 2020
MS Teams**

Present

Chris Mallaband (Chair)
Veronica Allen
Safia Barikzai
Philipp Herzberg
Zakir Matin
John Taylor

Apologies

Alex Drake
Karen Fowler
Dan Cundy

In attendance

Michael Broadway
Dominique Phipp
Jason Philipsz

1. Welcome and apologies

The Chair welcomed the members and attendees to the meeting. The above apologies were noted.

2. Declarations of interest

No member declared an interest in any item on the agenda.

3. Minutes of previous meeting

The SAB approved the minutes of the previous meeting.

4. Matters arising

Year 11 attendance – It was noted that attendance figures would be discussed during the Principal's report (item 6).

The Teachers' Pay Policy – The SAB noted that, at its meeting of 7 July 2020, the SBA Board discussed the policy. It was supportive of the principles of the revised policy, but requested that the Remuneration Committee reviews the policy in detail ahead of the Board formally approving it. The Remuneration Committee was requested to look at the strategic implications of the policy and consider the affordability of the pay scales proposed. The Chair noted that staff have not seen the amendments to the policy following completion of

the staff consultation process. The Chair agreed to follow up on this with the Trust HR Manager out of committee.

Y7 first choices – The SAB noted that 52 out of 110 total applicants to enter UAE for Y7 have selected the school as their first choice.

Children's annual reports examples – It was noted that children's performance reports would be discussed later in the meeting (item 10).

Formative Assessment policy – It was noted that an update on the policy would be provided later in the meeting (item 8).

Charging and Remissions policy – It was noted that the policy would be discussed later in the meeting (item 11).

5. **Questions for the Principal**

There were no questions for the Principal.

6. **Principal's report - focus on online school**

The Principal highlighted the key points from the report as:

Quality of teaching

- Before lockdown, 6% of teachers (3 teachers) were judged to require more support to meet the teachers' standards. The coronavirus pandemic has delayed the response to this assessment. Support for these staff should resume in September 2020, with the CPD process now online.
- It has been agreed that teachers' appraisal objectives need to be more flexible due to the coronavirus pandemic. It was noted that staff have been exploring and trialling new teaching methods during lockdown, and staff who can evidence their learning and professional development should achieve their performance management targets.

The Chair asked if a table could be included in the Principal's report showing the number of teachers with exemplary performance. The Principal agreed to explore with the Quality Committee how exemplary performance can be evidenced and reported in the future.

Attainment

The SAB noted the current performance of Y11 students. The Principal explained that a significant improvement in performance had been anticipated and can be seen in these results. The SAB praised the results and thanked the Principal for collating this data.

The SAB noted the Progress 8 scores. The Principal explained that the improvement in Progress 8 scores is largely due to better results in the

sciences. Attainment in this area was previously low, but the UAE now has long-term, strong and consistent teaching across the three science subjects.

The SAB noted that staff recruitment in the mathematics department has been strong this year.

The SAB noted that there is a significant gender gap in the Y11 results. The Principal explained that this may be because there is a much smaller cohort of girls in Y11, therefore any shift in their results would look statistically significant in comparison to the boys. It could also be due to different revision styles amongst boys and girls. The boys' mock exam results were not as high as the girls' results, suggesting that the boys didn't revise as intensely for their mocks as the girls. The Principal explained that the predicted results are based upon the mock exam results.

The SAB noted the Principal's concerns that the results are vulnerable to be moderated down, as nationally schools have predicted grades to rise this year, whilst the UAE has sought to be as fair and robust as possible in predicting the students' results. This would mean students may see their grades moderated down more than at other schools. The SAB noted that schools cannot appeal against results, but students can choose individually to retake their exams in October if they wish.

The SAB congratulated management and staff for their hard work throughout the year to deliver these results, which it noted still have value and integrity even if they are later moderated down.

The Principal confirmed that the UAE would offer places for its A-level courses to internal applicants based on the pre-moderation grades discussed.

The SAB noted that results day would be held on 20 August 2020. All students would be offered the opportunity to collect their results in person, or receive them via email.

The SAB discussed whether centre assessed grades can be shared with students. The Principal explained that the grades cannot be shared with students until after moderation. The SAB discussed the use of unconditional offers, which the UAE is still debating, and the impact of moderation.

The SAB was concerned about the unfair impact of moderation on the School. The Government's algorithm seeks nationally comparable outcomes to last year. It was noted that the long-term impact of this methodology would be on students, not on schools, as the results would not be published or shown to Ofsted yet would remain on students' academic records. The SAB agreed that this is the unfortunate reality of the situation. The Principal would consider whether to publish its overall results.

Attendance

The SAB noted that Y7-Y11 attendance before lockdown was 94.6%, which is lower than the national average. The SAB noted that management would continue its efforts to increase attendance.

Staffing

The Principal highlighted that the UAE is fully staffed for academic year, 2020/21. The SAB noted that the UAE is in a stronger position than it has been for the last three years, as staff turnover has reduced dramatically. The main reason that staff choose to leave at present is for promotions. The Principal noted that an average of 15% turnover would be an ideal and healthy balance between retention and staff progression to more senior positions.

Black Lives Matter

The SAB noted that the UAE has recently held comprehensive staff and student forums on the *Black Lives Matter* movement. It has also shared content on Youtube to encourage vibrant, inclusive debate on the issues of equality, diversity, and inclusion at UAE. The Principal emphasized that the UAE is committed to anti-racism, noting that diversity is UAE's strength. Previously, the UAE has reviewed the school curriculum to decolonize material and supported a number of student initiatives such as *Young Girls Matter* and the *Smile Project*. The killing of George Floyd has accelerated work in this area. The SAB supported management's response to the issue.

The Principal noted that many staff participated in the *Black Lives Matter* protests. The SAB thanked the Principal for supporting staff affected by the campaign and by the police response to the protests.

Recovery curriculum

The SAB discussed the emotional and physical harm that can come from children being isolated from their friends and community. The Principal noted that all students would be impacted to a degree, with some students would be impacted more acutely. The SAB noted that the UAE is developing plans to welcome students back and to continue supporting them to cope with the impact of lockdown. A framework has been devised and staff would be consulted on the plans. The SAB noted that the UAE hopes to hold three inset days, instead of the usual two, in September to prepare staff for students' return. The SAB thanked the Principal and his colleagues for their work in this critical area.

Live classrooms

The SAB noted that:

- Every student currently has one live lesson per day. Attendance fluctuates at around 40%.
- Y10s are in school. Around 65% of Y10 students attended school last week, which is average for the Southwark borough.
- The school has had zero engagement throughout lockdown with a small and declining number of students. The Principal noted that accurate data on this group would be provided to the SAB shortly.
- Staff delivered food hampers to 150 families in the previous week in partnership with *School Food Matters*.

Year 6 and 10 summer tuition

The SAB noted that:

- An online parents evening was recently held for Y6 parents.
- A transitional summer school would be held, including live teaching and form rooms for the current cohort of Y6. Newly recruited NQT teachers would act as their Y7 form tutors.
- Y10 would be provided online tutoring throughout the summer. A booster school would also run for one week.
- In September 2020, the school houses system would be rearranged to a year group system. With this change, students would no longer be vertically integrated for their school forums, but students from different year groups would still compete as one house. This change was planned before the coronavirus pandemic, but has been accelerated to allow for social distancing and 'bubbling'.

Sixth form induction

The SAB noted that a virtual Y12 induction day was held this week. 61 students attended for part of all of the day, which entailed a lesson in one of their chosen A-level or L3 BTEC subjects with their teacher.

Re-opening plans for the new school year

The Principal summarised the re-opening plans, which were in line with current government guidance. The SAB noted that:

- The school curriculum would not be restricted at all;
- Students would be 'bubbled' by year group and zoned in different parts of the school for face-to-face teaching and form times;
- Teachers would travel around the school to the students zoned classrooms and would remain socially-distanced;
- Outdoor and indoor eating spaces would be split into three zones, so up to three year groups can eat and play at a time;
- Form time and breaktime would be held in one period during the mid-morning, so up to three year groups can have outdoor play at once;
- Year groups would arrive and leave through different school entrances, so arrival times would not need to be staggered;

- These plans would be discussed with staff on Zoom next week, and teachers would be informed of the arrangements via letter following this.

The SAB discussed the challenges presented by these arrangements. It was noted that the key difficulties would be supervising students whilst teachers are moving between rooms, and planning teaching of subjects involving practical elements (like art, music, PE and science) within each zone.

The SAB discussed whether Day 10 trips would still take place. The Principal confirmed Day 10 would still be timetabled, but fewer and more local activities would be planned. Instead of offsite trips, speakers and activities would need to be brought onto campus. However, the price of bus fares for offsite trips is being investigated. A Governor offered the possibility of borrowing LSBU's hydroponics kit, VR equipment, and robotics equipment for future Day 10s, which was welcomed by the Principal.

The SAB discussed the process for revising the UAE's health and safety policies and risk assessments for re-opening. The Chair commented that management should not assume full responsibility for these risks. The SAB noted that the SBA Board would review and approve an updated risk register over the summer.

A Governor asked how safeguarding measures for students would be updated for re-opening. The Principal noted that the logistical details are still in development, but a visible corridor presence by staff should be in operation at all times.

The SAB discussed the use of fines for students who fail to return to school in September 2020. The SAB supported the Principal's approach to work with families in instances of non-attendance and to determine whether fines are necessary on a case-by-case basis.

7. **Pupil Premium Statement of Impact**

The SAB noted the summary of key pupil premium data for 2019/20.

8. **School Evaluation Form (SEF)**

The SAB noted the SEF.

9. **School Development Plan (SDP)**

The Principal explained that, due to the pandemic, the SDP is not as comprehensive as management would like and work is underway to develop it.

The SAB agreed to defer discussion of the SEF and SDP to a future meeting in the Autumn focussed on these topics.

10. **Assessment and reporting**

The Principal delivered a presentation on the updated assessment and reporting timetable for Y7-13. The Principal explained that the changes would improve the accuracy of reports, provide a standardised reporting format, and reduce staff's workload of assessment marking. The SAB noted that reports would now include detailed examples for how students can improve, as well as a 'commitment to learning' grade and 'effort in homework' grade. The purpose of these grades is to demonstrate whether a student would achieve their predicted grades if they continue with their current level of effort. The SAB noted that no negative feedback has been received from parents on the proposed changes.

The SAB discussed the proposed changes to the format, timing and information in reports to parents. It was noted that the current level of reporting is too detailed, the information included in reports is not consistent across different subjects, and the use of technology can often cause reports to be incoherent. The Principal agreed that the use of technology in report writing does make producing coherent reports challenging, but noted that the workload to produce free-hand written reports for every student is too large.

The SAB supported the UAE's commitment to rigorous reporting. It noted that the most important information for a parent to know is that their child is trying. The SAB agreed that the new grades for homework and learning effort would support this.

Jason Philipsz left the meeting.

11. **Charges and Remissions policy review**

The SAB approved the updated Charges and Remissions policy.

12. **Quality Committee update**

The SAB noted that a Quality Committee meeting would be held during the week commencing 13 July 2020.

13. **AOB**

The SAB thanked the Principal, management and staff for their excellent work despite the challenging impact of the coronavirus pandemic. The Chair noted that he would write a thank you letter from the SAB to share with all staff.

**Date of next meeting
4.00 pm, on Thursday, 15 October 2020**

Confirmed as a true record

..... (Chair)