



# IEB Meeting

## IEB Minutes – Through School

Al-Hijrah School

مدرسة المحجرة

<b>Date of Meeting:</b> Thurs, 10 Sept 2015	<b>Time of Meeting:</b> 10.10 am- 12.00 pm
<b>Venue:</b> Room 14	<b>Minutes Taken By:</b> Chito Sutton

<b>Attendees:</b>	Mr David Brown (DB)	Br Devinder Riat (DR)
	Mr. David Willey (DW)	Br. Abdul Rob Aziz (ARA)
	Ms.Sue Beer (SB)	Mr Ian Meacheam (M)
	Mr Amjid Zaman (AZ)	Br. Shahabe Abdo (SA)
	Miss Sabrina Hobbs (SH)	Br Arshad Mohammed (AM)
	Br Shawkat Chowdhury (SC)	Mrs Chito Sutton (CS)

**Absent:**

**Items:**

1. Apologies
2. Declaration
3. Minutes of previous meeting and matters arising
4. Pupil Progress and Achievement
5. IT Infrastructure
6. School Improvement Plan
7. Safeguarding
8. Finance & Staffing
9. Additional Head Teacher items not covered above
10. AOB
11. Date of Next Meeting

Items Discussed	Action	Comment
<b>1. Apologies</b> <ul style="list-style-type: none"> <li>• None received</li> </ul>		
<b>2. Declaration</b> <ul style="list-style-type: none"> <li>• <b>DW</b> – David is employed by Schools HR Services, Birmingham City Council</li> <li>• <b>SB</b> - Sue is also employed by Schools Financial Services, Birmingham City Council</li> <li>• <b>DW</b> – David notified the group that the Authority was appointed a fourth member to the IEB who works for the accounting firm, KPMG.</li> </ul>		
<b>3. Minutes of previous meeting and matters arising</b> <ul style="list-style-type: none"> <li>• DB – With regards to Year 11,KS4 – rephrase to say that forecast for English and Maths is within the 3% target.</li> <li>• DB – also rephrase statement on focus on year 10 (mid-page)</li> <li>• DB – response to Ralph Hedley’s query about school meeting its obligation to provide the correct amount of lessons should be re-phrased to say that the school was meeting its obligation.</li> </ul>		

Items Discussed	Action	Comment
<p><b>4. Pupil Progress &amp; Achievement</b></p> <ul style="list-style-type: none"> <li>• SA – Br Shahabe congratulated all for the best GCSE results in the school’s history. There were 541 full course GCSE entries (5.3M nationally). Br Shahabe handed out his report. He reported that : <ul style="list-style-type: none"> <li>- The school attained 26.67% A*-A (21.2% national) and 76.34% A*-C (69% national)</li> <li>- The prediction last summer was 77.6% but the actual result was 81.03% which proved that we had a good data monitoring system in place.</li> <li>- Performance – the school outperformed neighbouring schools</li> <li>- Pupil Progress +0.71 means that pupils are attaining a B grade on average.</li> <li>- There were 47 entries to the English Bacculaureate and our pupils achieved 29.31% (national was 23.9%)</li> <li>- Value Added – 1048.92 proves that we are adding value to pupils.</li> <li>- Gender and Vulnerable Groups – the figures show that we are closing the gap and when we consider pupil premium, the gap is nearly closed.</li> <li>- Subject breakdown – There was a variation of attainment per subject. English language was the very good. Art/DT had the worst results but this is being addressed with Br Devinder putting a strategy for improvement in place.</li> <li>- Levels of Progress – English (94.8%) and Maths (89.3%) exceeded last year’s national levels of 77% and 84%</li> </ul> </li> <li>• AZ – Br Amjid was pleased to note that with regards to pupil value, our school was 8 points from being the top 5 in the country. He asked if ethnic breakdown be added to help identify school’s focus for this year?</li> <li>• DW – David said the IEB would like to show its appreciation to the staff for their hard work and it was agreed that he sends a personal letter to each member of staff</li> <li>• IM – Ian said that normally after results day, schools asks where they went wrong, but in Al-Hijrah’s case the appropriate question to ask is what we did right.</li> <li>• IM – Ian wanted to know if we can look into the optional subjects (Art, DT, Geography, History) and see if we can offer other subjects instead?</li> <li>• DB – David said that expanding options is difficult in a small school due to financial constraints.</li> <li>• IM – Ian shared that he worked in a school where Art was used as a dumping ground for under-achieving pupils but normally the results were high for Art</li> <li>• SH – Sabrina said that we need to look at parental aspirations where parents tend to send pupils here for academic excellence rather than the creative aspect. We need to address this.</li> </ul>	<p>David to email the letter to Naila who will ensure that the letters are printed and sent to staff</p>	<p>Letter sent to staff which was well received.</p>

Items Discussed	Action	Comment
<ul style="list-style-type: none"> <li>• DB – David reported that he was meeting with the Head of Art at Bordesley Green Girls to establish a link for our girls.</li> <li>• AM – We need to take a multi-pronged approach to address the issue. Last year, the school held performances and invited parents.</li> <li>• IM –The Department of Education created a hierarchy of subjects which did not help the creative arts.</li> <li>• ARA –Br Rob said that the school’s focus should be to produce a well-rounded pupil</li> <li>• DB – David said Br Devinder who is primary focused, is now helping out with the secondary curriculum.</li> <li>• IM – Ian said that using percentages for the results can sometimes look alarming and would rather cohort numbers are used especially is this is a small school</li> <li>• DB – David said that Urdu will be a focus subject this school year.</li> <li>• SA – Br Shahabe confirmed that languages let us down in the EBacc results</li> <li>• SH – Sabrina asked that next time, Br Shahabe adds a column for number of cohorts, not just percentages</li> <li>• AZ – Br Amjid asked if the notable performers can be recognised in some way?</li> <li>• DB – David agreed that the school holds an Awards Evening and invite parents</li> <li>• SA – Br Shahabe said that a strategy for success that they were looking into is to work for A*-B not A*-C.</li> <li>• AZ – Br Amjid said that BrShahabe’s report was very good and easy to read.</li> <li>• DW – David said that it was very noticeable that the discussion on pupils’ attainment is much improved since the IEB joined the school.</li> <li>• IM – Ian agreed and said that two years ago, school couldn’t even predict Year 11 results.</li> <li>• ARA – With Year 10 pupils’ attainment being better than Year 11 last year, it is expected that the school will get better results next year.</li> <li>• AZ – Br Amjid said that the robust triangulation process put in place has worked as evidenced by the GCSE results</li> <li>• SH – Sabrina agreed that SrShahabe’s report was good and it was worth noting that the phased approach that happened throughout last school year worked.</li> <li>• IM – Ian said that he felt that Al Hijrah was now a high performing</li> </ul>	<p style="text-align: center;">David to organise Awards Night</p>	<p style="text-align: center;">Date has been arranged in December</p>

Items Discussed	Action	Comment
<p>school.</p> <ul style="list-style-type: none"> <li>AM – Br Arshad said that in going forward, not only has teaching and learning improved in key areas, but we also learned to use external moderation. Also we have started planning early and shoring up different areas.</li> </ul>		
<p><b>5. IT Infrastructure</b></p> <ul style="list-style-type: none"> <li>AM – Br Arshad reported that two pieces of kit needed for the new servers had not arrived on time for the servers to be installed during the summer holidays but the contractors are working flat out to ensure that the work is completed as soon as possible. The printer data migration occurred yesterday. School data migration will take place next week.</li> <li>DB – David thanked the Local Authority for all the support provided.</li> <li>SB – Sue wanted to know if we need to consider further expenses on the server in next year’s budget?</li> <li>AM – Br Arshad said that he will ensure that the project is completed within the budget allocated this year.</li> </ul>		
<p><b>6. School Improvement Plan</b></p> <ul style="list-style-type: none"> <li>DB – David reminded all that there was a new OFSTED framework that had to be followed.</li> <li>AM — Br Arshad said that in the light of the recent GCSE results and the new framework, SLT looked at key areas raised by OFSTED, adjusted targets and approach to teaching and learning accordingly. He and Br Shawkat are reviewing the CPD and will update the team once the draft is completed.</li> <li>IM – Ian wanted to know why we have not heard about other years’ outcomes. He also asked for a gender breakdown.</li> <li>AZ – Br Amjid agreed with Ian’s comments especially as OFSTED will look for the forecast for all the years</li> <li>DB – David said that Br Shahabe will address these queries in his report</li> </ul>		
<p><b>7. Safeguarding</b> DB – David reported that there were no safeguarding issues since the last IEB meeting</p>		
<p><b>8. Finance &amp; Staffing - CONFIDENTIAL</b></p>		
<p><b>9. Additional Head Teacher Items Not Included Above</b></p> <ul style="list-style-type: none"> <li>DB – David said that OFSTED mentioned moderation.</li> <li>IM – Ian said that OFSTED reported that the school was over-generous with moderation. The school addressed this by asking the Local Authority to undertake an external moderation on writing in Yrs 1-6. It was pleasing to note that the results of the internal moderation was spot on.</li> </ul>		

Items Discussed	Action	Comment
<p><b>10. AOB</b></p> <ul style="list-style-type: none"> <li>• IM – Ian asked that as his role is now on Teaching and learning, he would like to shadow a lesson observation., including Art &amp; DT lesson.</li> <li>• DB – David said that Br Arshad will organise this.</li> <li>• SH – Sabrina said that with the school having changed massively, external support will drop off and change. The Local Authority has agreed that Calthorpe will provide leadership capacity and that the BEP will undertake the monitoring role.</li> <li>• AZ – Br Amjid wanted to know what leadership capacity will entail.</li> <li>• DB – David said that he will discuss this with Sabrina and report back at the next IEB meeting</li> </ul>		
<p><b>11. Date of Next Meeting</b>  <b>12.</b> Wednesday, 21 October 2015, 10.00-12.00. Room to be notified nearer the time</p>	Chito to liaise with David/Br Arshad on room.	

Date Minutes ratified: .....

Signed: .....

David Willey, Chair of I.E.B.

