



## Head Teacher Report Summer 2016

### \*Confirmed Staffing

Nursery 52 part time places *(40 accepted places: 26 am 14pm)		Abi Cheetham  Karen Reeve TA
Reception	23 22	Harriet Hewitt 3 ½ / Vicki Cataudo 2 ½ Megan McCullough
Year 1	24	Sara Blair (3 days) (Zoe Spencer maternity until June) Phil Waldram (2 days)
Year 1/2	30	Christine Shorey (4 days) (Diane Brash maternity until May) Dorothy Steel (1 day)
Year 2	30	Claire Woods (Temporary KS1 Manager)
Year 3	30	Lisa Macpherson (Deputy HT)/ Jill Baker 2 days
Year 3/4	30	Phill Potts
Year 4	30	Nicola Woods
Year 5/6	30	Carole Stott
Year 5/6	30	Rebecca Kemp (Sarah Dundas maternity until February)
Year 5/6	30	Lynda Phillips (Upper KS2 Manger)
Inclusion Manager		Cath Tennant
Every Child Counts Every Child a Reader		Cath Tennant

A copy of the full staff team photographs, including Teaching Assistants and admin will be provided in your Autumn term information.

As highlighted at our last meeting, the above arrangements ensure that staffing is financially favourable. We are in the process of finalising class lists and from this we will allocate support staff within phases according to specific need. We have one child who has additional funding for support, currently in Nursery and this is under review. We have another admit into Reception in

September, who has no entitlement as yet to support, but who is likely to require a high level of support. We may therefore need to increase some Teaching Assistant hours.

Increased transition will be planned for those children moving from Reception into Year one as this seems to be the transition point that causes Parents most anxiety. This will be detailed to Parents, along with a simple statement as to how children are allocated to classes.

Our admin apprentice has almost completed an academic year and she has been invaluable. Her job has evolved and is broad, including elements of teaching assistant duties. A workspace was created in the staff room, but this was not allowing her to observe office staff in action, dealing with queries face to face and on the telephone. We have consulted with Taylor Harkness, who installed the office furniture and they will create an additional work station free of charge as a gesture of good will. This may not be a long term solution, as it will reduce office space, but this will be reviewed.

### **Curriculum**

We have now almost completed our second year of the new curriculum. This now means that staff have planned topics to cover the two year cycle, so planning workload should be reduced in future and involve fine tuning of topics to suit specific cohorts' needs. Please join our school facebook to see weekly updates across the whole school or look in the curriculum portfolios on the website.

### **Reporting to Parents**

We introduced photographs into our termly reports which were well received by parents. The final term's report is more detailed and will complement previous terms. As indicated previously to Governors, Parents will be informed if their child is working towards expected level, working within expected level or working at greater depth. Open Days are scheduled for June 22<sup>nd</sup> and 23<sup>rd</sup>, to give families the opportunity to look at and discuss the child's work in their books alongside their child. Rather than have one day for lower school and one for upper, as previously, we have left the choice for Parents, which should make it easier if they have children in each Key Stage. We will review this after the event to inform future practice.

### **\*Communication with Parents**

We continually strive to improve methods of communication with parents. Staff are always polite and do their very best to accommodate meetings as immediate as possible. Office staff present a positive "face" to the school. The vast majority of parents are highly appreciative and make Westmoor Primary a happy place to work, where staff feel valued. Parental questionnaires support that Parents are happy with our school. However, we are seeing an increase in parents who monopolise staff time on trivial matters and are on occasions demanding or perceived to be threatening or aggressive in tone. In a future newsletter I will be communicating to Parents that this will not be tolerated. As a staff we will undergo training in order to enable us to deal politely and professionally with such parents, to avoid staff feeling upset, humiliated or at a loss of how to proceed. After a recent personal incident, I shall be offering to the parent that I am happy to communicate with any future queries in a written form, but will not place myself in a situation where I am made to feel intimidated or misrepresented through verbal communication. This method will also ensure that all conversations are evidenced.

### **Official complaints**

There have been no official complaints, although it seems that the issue with the Foundation Stage boat is still being pursued as a claim against the school. North Tyneside Local Authority is managing this. The boat has always been fully compliant with safety measures (RoSPA – Royal Society for the Prevention of Accidents).

### **\*Robinwood and London Visits**

Both visits were hugely successful and school received much positive feedback. I had a repeated and heated conversation with a parent, who on the afternoon before London was insisting that her

son take his mobile phone. I insisted as Head Teacher and group leader that it was not agreed procedure and that procedure would be followed. On the return journey from London, a Year 6 child had a toileting accident. School dealt swiftly and sensitively with the incident. In future years we will amend the risk assessment to include appropriate phrases to use when responding to children's requests for the toilet such as: "Can you see if you can wait until we stop at Services? If not let me know and we will organise an earlier stop."

### **Performance Management**

Final reviews will be held in the final few weeks of term or on the first week back when targets will be set for the next academic year. We can then complete salary assessments with staffing Governors. I do not anticipate any issues.

### **HT performance management update.**

#### **As you are aware my general targets are:**

1. to continue to narrow the trends & gaps in KS1 writing
2. to narrow the gaps across school in areas identified by data analysis
3. to implement and embed the use of the new Target Tracker across school.

At this present time I can confidently say that target 3 has been fully met and we have established clear concise systems for tracking pupil progress and attainment next academic year. We have recently become part of a North Tyneside working group to devise ways forward, shaping this assessment tool. We can therefore begin to work in collaboration to moderate judgements in the coming year. For targets 1 and 2, we are reliant on end of year data to give accurate measures. Many strategies have been implemented to close the gaps and in terms of pupil engagement these have been successful, e.g. themed writing jackets in Early Years, lego projects in KS1, minecraft in KS2. We await National Measures, according to interim arrangements from the Government.

### **\*Safeguarding**

Record keeping continues to be meticulous. I will report annually to Governors regarding accident record keeping each Autumn term.

Operation Encompass was launched across North Tyneside at the beginning of June. Quite simply the police will now share information with schools if they have attended an incident of domestic abuse. This enables school to support the pupil in school the following day and in the future. There is a shared dialogue between school and other agencies which is documented and shared. Information was given to Parents in a letter and to children through an age appropriate assembly.

### **Health and safety**

In an effort to manage the reporting of accidents more effectively, we do not complete written slips for the most minor of injuries. However, the child is given a sticker to indicate to parents that there has been a slight accident. They can then get this information from their child.

### **Fire Drill**

The summer term fire drill is planned for week commencing 27<sup>th</sup> June 2016. All fire drills this academic year have been completed successfully. Our caretaker completes weekly checks on all call points.

### **Multi Academy Trusts**

You may be aware that the Government appeared to back down on its insistence that every school must become an academy by 2020. However the loopholes are such that this may not be the case. I am continuing to seek and attend appropriate information sessions, however there is not an urgency to do this with immediate effect.

## **\*Assessment**

This has been a challenging year for all schools. However, North Tyneside Authority work very well together and schools share good practice. The Local Authority have facilitated this by networks and sharing of information to keep us abreast of Government intentions. The Leadership and Management team meet weekly and have ensured staff are well supported to make accurate judgements and to tailor teaching to meet new increased expectations. Many schools are frustrated by the expectations particularly for writing, which could easily result in the teaching and production of mechanical, accurate writing which quite simply is boring to the reader. We have always taught a creative, exciting curriculum and this is a worrying time for schools. There may be a letter circulated to Parents from a Senior School Improvement Officer, so that a clear message is given to all schools with regards to new systems and measures. We cannot assume that previous measures of expected level are the same as new measures. A Year 2 child in the past who was a level 2 may not necessarily achieve expected under the new measures.

## **\*Year 6**

Staff have worked incredibly hard to teach to the increased expectations with minimal information on how the children will be measured, other than it will be a scaled score. Progress is likely to be measured from an average point score from Key stage 1. However, their scores for all subjects will be combined to produce this. So, when looking at the child's progress in reading, it will be measured from a score which includes maths when they were in Year 2. We felt that the reading paper was challenging, but through conversations with other North Tyneside schools this is a shared view. SAT papers are sent away for marking so at the time of writing we do not yet know our results. Teacher assessments are likely to be:

46 Local Authorities have shared their teacher assessment, giving an average percentage.

	School Expected+	School GDS	LAs Expected	LAs GDS
Reading	85%		81.5%	
Writing	81%		80.4%	
Maths	88%		79.7%	

Alongside, I have noted a possible National level. This is by no means definitive. This was shared from what seems to be a reliable source.

## **\*Key Stage 1**

Phonics test have recently been completed and if the pass mark remains at 32 we anticipate at figures to be slightly higher than last year which is an increasing trend. 2014 was 70%, 2015 was 77% 2016 likely to be 80%. Of the year 2 children who were re-tested (10), 60% passed this year. This equates to 4 children not passing, who have had referrals to the dyslexia team or Educational Psychology team.

81 Local Authorities have shared their teacher assessment for Year 2, giving an average percentage.

	School Expected+	School GDS	LAs Expected	LAs GDS
Reading	78%	20%	73.1%	23%
Writing	69%	11%	64.9%	13.3%
Maths	76%	13%	72.5%	18.5%

### **Summer Fair**

This is scheduled for Saturday 9<sup>th</sup> July and it would be lovely to see Governors there. Staff volunteer to help, but unfortunately this year we have only 9 staff who are able to support on the day. I suggest, that like the Christmas Fair, we consider holding the Summer fair on an evening after school, when I can direct staff to this as part of an allocated twilight session. We could trial this and compare funds raised. I shall speak directly to the Friends

### **Friends of Westmoor Commendation**

I am delighted that after my nomination, Amanda Gallon, treasurer to the Friends received a silver award. Her daughter Becky, collected it from the chairman of North Tyneside. Amanda has given her time to Westmoor Primary School tirelessly for many years.

### **Racist Incidents and Exclusions**

No racist incidents or exclusions

Events in school are communicated through the diary on the back of newsletters. Please let Mrs Docherty know in the school office if you do not receive a newsletter.

Items marked with an asterix will be discussed at the meeting.

*Sharon Trundle*

June 2016