

APPROVED MINUTES



ST MARGARET'S CEVA PRIMARY SCHOOL, TINTINHULL MINUTES OF THE FULL GOVERNING BODY MEETING HELD ON 23 FEBRUARY 2017 AT 15.30

OPENING PRAYER

PRESENT

Mrs L McDonald (Head Teacher), Mr A Colaço (Chair), Mrs E Bailey Jones, Mrs K Buchurst
Mr G Carnie, Rev P Down, Mrs M Touch, Mrs J Wallace, Miss J Young and Mr A Bradshaw (Clerk).

1. INTRODUCTION

Apologies for Absence – Mr R Cozens, Mr T Pople

Pecuniary Interests – None

Notice of AOB – Two Items

2. MINUTES OF LAST MEETING (previously circulated)

It was agreed that the minutes of the meetings held on 9 January 2017 were a true and accurate record and were signed by the Chair. The matters arising were discussed as follows;

- 2 E-mail links – Action Complete
- 2 Updated SEF- to be discussed at February FGB – Later Agenda Item
- 2 Governor amendment re Missing Child Policy - **Action Not Completed**
- 5 Health and Safety Update - **Action not Completed**
- 11. Bingo Evening – December 2016 meeting -

The Chair responded to item 12 AOB on 15th December 'Bingo Evening'. He firstly said there would be no need to read the letter out which had been sent to him by the Teaching Staff as every Governor had been sent a copy of the letter. However, he wanted to make it clear that the information relayed in the item was not his personal comments but those passed to him by several parents independently. He therefore felt it should be raised at a Governors meeting. It was expressed that the Governors did not need to know of such information. It was therefore agreed that any Governor in receipt of information about the school from any persons should clarify with the person if they are expecting the information to be shared at a Governors meeting.

The Governors also expressed their un-reserved appreciation of all that the staff at the school do and there is never any expectation for them to stay to events in after school hours. In addition, things are a little more difficult because currently the staff at the school do not have a representative on the Board of Governors, but any issues can be addressed to the Board through the Headteacher or via the Clerk or Chair.

Mr G Carnie joined the meeting at 3.55

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3. SEF UPDATE

The Headteacher circulated an updated SEF Report and explained that judgements remain the same and drew Governors attention to a new section on the effectiveness of the Early Years provision. She commented that the children are a quiet group who settle in well and for a high majority, emotional well-being and social interaction was secure. Development points included strategies for traveller children to achieve a better level of development; the introduction of a numeracy learning wall and the new marking policy being consistently applied has a direct and positive impact on pupil learning.

A Foundation Governor enquired if national data figures of 2015/16 were available – the Heateacher replied that these had not yet been published. The Foundation Governor also commented on 0% gender gap in Early Years Provision for which Ofsted Inspector was pleased with this score.

4. SEN UPDATE / EXCLUSIONS

The Headteacher confirmed that there had been no exclusions since the last update. She gave Governors an update regarding two in-year funding applications regarding two pupils with social and emotional needs, The SENCO had spent a lot of time producing necessary documentation to support the applications. The Headteacher was happy to report that both applications for funding had been successful and as a result, she was able to spend some of the funding on additional support to help them.

A Foundation Governor asked how the new year 5 pupil who had been given a place at the School on appeal was settling in now that he attended School full-time. The Headteacher reported that he was displaying a few challenges but nothing that the School could not cope with at this point in time.

5.SAFEGUARDING

The Headteacher reported that the Ofsted Inspector carried out a rigorous scrutiny of our safeguarding procedures and records. He concluded that safeguarding was strong, staff and Governors were appropriately trained and were aware of the range of risks pupils may face and signs to look out for, He concluded that staff and Governors were rigorous in following up each and every case when there may have been a risk. He also particularly liked the safeguarding statement displayed in School and the photographs of staff who were Designated Safeguarding Lead and Deputy Designated Safeguarding Leads so that everyone who came into school was made aware of safeguarding.

6. HEALTH & SAFETY UPDATE/ACCIDENTS

This item was carried forward to the next meeting due to the absence of H & S Governors. The Headteacher confirmed that there had been no accidents since the last meeting. **Action: (Health and Safety Update at next Meeting).**

7. BUDGET & MONTH 9 REPORT (previously circulated)

Month 9 Financial Report had been sent to Governors prior to the meeting. There were no questions from Governors. The Headteacher drew Governor's attention that an adjustment needed to be made to the SDP Budget and courses relating to SDP had been debited out of training. She also reported that she had received budget figures for 2017/18, the overall total being, as anticipated, a few £,0000 less than last year's figure.

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8. SCHOOL FUND ACCOUNT

The Headteacher reported that the school fund account had a current balance of £6,149.35. Included in the current balance Governor Funds amounting to £1,635.61; "Stay & Play" £733.60 and FSU fees £751.20 – leaving an available balance of £3,598.94.

9. PUPIL PREMIUM/PE GRANT

The Headteacher reported that at the recent Ofsted Inspection, HM Inspector commented that while Governors had a clear rationale for the use of pupil premium which supported disadvantaged pupils' emotional needs in order to improve their academic achievement; a large proportion of disadvantaged pupils had high rates of persistence absence, He therefore recommended pupil premium be spent in trying to overcome their persistent absence.

10. GOVERNOR TRAINING – FEEDBACK

There was nothing to report

11. GOVERNOR OF THE MONTH - FEEDBACK

The SEN Governor reported that she had accompanied Pendragon Class on a visit to the Shoe Museum in Street. Pupils were very well behaved and were an asset to the School. She also confirmed that she had been in School to meet with the SENCO.

12. ADMISSION ARRANGEMENT POLICY

The Headteacher reported that the Admissions policy for 2017/2018 was at the consultation period stage. The Admissions Team at County Hall have requested an amendment to the policy with regard to summer born children and Governors approved the amendment.

Mrs K Buckhurst left the meeting at 17.00

13. MATHS CURRICULUM

Mrs Pat King joined the meeting and made a presentation to Governors on the teaching and learning of mathematics throughout the School. Mrs King began by explaining that previously the School was using the "Maths in Context" model in which children were taught in four ability groups within the class. Two groups worked with a teacher and a TA while the other two groups worked independently. Halfway through the lesson, the groups swapped activities. Whilst there were many advantages to this method of teaching, it was agreed to change this method and Mrs King outlined the reasons as follows:

- The introduction of a new curriculum from September 2015 had far more content and higher expectations. For example, Y2 children are now learning what were previously Y3 objectives; Y6 children learning Y7 and so on. It was felt that children could not work independently without Teacher/TA guidance and close monitoring
- In addition, with the increased content, there was insufficient time to teach the trickier concepts and calculations in the half of the lesson that the children worked with a Teacher/TA.
- As children were being taught in ability groups this could prevent children moving on when ready or could move them on too quickly meaning that those in lower groups could feel they were poor at maths and thus have lower self-esteem.
- The "Mastery model" that had been so successful in schools in Singapore and Shanghai was being promoted in UK schools whereby lessons begin with whole class teaching followed by practice at basic skills before moving on to applying the concepts in reasoning and problem solving.

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The above reasons led to a new planning grid being trialled from January 2017 with the assistance and Advisory Maths teacher. The plan is in use and has been adapted by individual class teachers and the initial evaluation shows that it is working well. The plan follows a daily pattern of 'Try It,' 'Prove It' and 'Twist It'. Using this method, there was an opportunity for all children to be involved in reasoning and problem solving. The new curriculum directs learning to the year group children are in whereas previously they were grouped across the class.

In conclusion, Mrs King outlined the next steps which included:

- Allocated staff meetings in which to discuss maths.
- Feedback to staff of a recent 'Mathstopia' Inset.
- Sharing of new resources giving further opportunities for reasoning and problem solving.
- Review and evaluate new planning making changes or additions that may be needed.

A Foundation Governor asked Mrs King how she will measure pupil progress. Mrs King replied that this would be measured by end of term assessments.

Governors thanked Mrs King for her informative report.

14. POLICY REVIEWS (previously circulated)

A number of policies were sent out prior to meeting and were reviewed by Governors, The following policies were approved:

- Critical Incident (with minor amendments)
- Business Continuity Plan
- Attendance (with minor amendments)
- Use of force to control or restrain pupils (with minor amendments)
- Pupil Premium (with minor amendments)

The following policies remain under review and deferred to the next meeting:

- Safer Recruitment
- English

Action: (Above two policies deferred to next Meeting)

15. CLERKS BRIEFING (Previously Circulated)

The Clerk drew Governors attention to recent changes relating to governance which included:

- NQT Induction
- HR Updates
- Fire Safety
- New edition of Governance Handbook.

He also provided Governors with a link to the Competency Framework for Governance with a recommendation that they read this publication.

16. AOB

The Headteacher raised two items:

- (i) Recent staff changes regarding a TA who had resigned to return back to nursing – and current TA's hours increased to cover the vacancy, the temporary appointment of a TA and a change in School Office on a Friday.
- (ii) The Ofsted Inspection Report – Governors were given a copy of the report which would be placed on the School website together with a letter from the Headteacher.

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Having read the report, which contained a number of areas of excellent progress, the Governing Body wished to place on record their thanks to Mrs McDonald, teachers, teaching assistants and support staff for all the hard work they undertake in the provision of education and welfare of the children at the School. Mrs McDonald also thanked the Governors for their support both during the Ofsted Inspection and ongoing.

17. DATE OF NEXT MEETING

Date of Next Meeting – Wednesday 8 March 2017 at 5.00 pm - SFVS and Budget 2017/2018.

The meeting closed at 5.35 pm