

**Long Marston V A C of E Primary School**

**Meeting of the Governing Body on Tuesday 19th March 2019 at 19:15pm**

**Minutes**

*'Rooted in God's love, we rejoice to learn & respond to challenge'*

<b><u>Present:</u></b>	Mrs C South	<b>(CS)</b> (Head)	Mrs L Annett	<b>(LA)</b>
	Rev J Banister	<b>(JB)</b> (Chair)	Mrs E Springford	<b>(ES)</b>
	Mrs J Finlan	<b>(JF)</b>	Mrs K Jaquet	<b>(KJ)</b>
	Mrs L Bancroft	<b>(LB)</b>	Mr S Dawkins	<b>(SD)</b>
	Mr J Lauder	<b>(JL)</b>	Mr L Dimond	<b>(LD)</b>
	Mr T Hollis	<b>(TH)</b>		

**In Attendance:** Mrs S Moore **(SM)** (Clerk to the Governors)

<b>NO.</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<b>To receive apologies and approve absences</b>  Chair welcomed all to the meeting. All present	
<b>2</b>	<b>Declaration of Interest</b> Governors were reminded that they must declare any conflict of interest, both pecuniary and other, that refers to an item on the Agenda.  Governors should make known at this point any items that they intend to raise under 'Any other business' so that all Declarations of Interest are based on all matters to be discussed.  The following items are to be raised under 'Any other business': <ul style="list-style-type: none"><li>• Multi Academy Trusts</li></ul> <b>JB</b> Declares that she is married to a Governor at one of the MAT schools and related to another Governor at the other school	
<b>3</b>	<b>To approve the Minutes of 05.02.2019 meeting</b>  The minutes were agreed as a true record of the meeting and were signed by the Chair.	
<b>4</b>	<b>To consider any matters arising from the Minutes of 05.02.2019</b> <ul style="list-style-type: none"><li>• Q raised Q you have been upping the emphasis on English grammar. Has it had an effect in French? <b>CS</b> will speak to <b>ES</b></li></ul>	<b>CS</b>
<b>5</b>	<b>Heads Report</b>  The Heads Report was circulated to all prior to the meeting (see item 5 attached). <b>CS</b> comments that we have had initial numbers for next September. We are unusually low with 11 as a first place choice. This might increase to 13. Last year we went to appeal as we were oversubscribed. Some Tring schools are over so this could change.  Q- What is our maximum? A-20 in Reception. We have had a new family who have moved to Dixons Wharf and a few new families who have moved to the new development in Gubblecote.  Q-Does the school bus stop in there? A-No, the parents walk them to Wilstone.  Q-Does the school bus pick up from Gubblecote? A-It used to. We have given the new families the information that they need and it is up to them to now apply.	

Q-Knowing that we are taking less than 20, can we not take more in now? A-No. We have to see what the numbers look like at the beginning of the term.

Q-Do we think it is a birth rate issue as opposed to it being something about our school? A- I certainly don't get that impression. We don't get negative feedback. When showing parent' around it is always very positive. It fluctuates. Nobody really knows. One thing to think of is could we offer wrap around care. It would affect all of our clubs though because we would need the space.

Q-Is Pre-school low this year? A-Yes they have low numbers coming through.

### Staffing

**HP** is currently off with quite a severe broken ankle. **SA** has changed her role to PPA. **AC** has taken the role of INCo. **MB** has changed her hours. But it all feels fine. It doesn't feel unstable. There have been lots of key changes.

### Safeguarding

**CS** currently looking into CPoms, an online system for recording CP incidents. Currently everything is paper based. It would be better to have everything centrally. It would be less time consuming and would give one bigger overall picture.

Q-Is this just for the school to use internally? A-Yes, we wouldn't be sharing the information with outside agencies.

Q-Does it link to SIMs? A-Yes, you can search under all the different headings. It would give a much better overview.

Q-Is it expensive? A-£645 a year. But once we have committed we would need to commit to it.

Q-Is it less time consuming? A-Yes, we are currently writing, photocopying, distributing information. This would be key with a job share situation as the information would be there for them. You can set a reminder which comes through as an email.

### Training

Although money is tight we can see that the right things are happening. **CS** has attended Head's seminars and updates as well as Dacorum Head's meeting. It makes her feel that she is up to date with what is going on. **CS** would like **AS/LA** to also attend the Dacorum meeting in the future.

### Attendance

**CS** always looks at attendance as whole. She has been advised to takeout all the under 5's which makes for a much better picture with attendance. HIP said when looking at persistant absence to take out all children who are just off sick or known holidays. But **CS** didn't agree. There has been a lot of illness and **CS** hopes that it will pick up in the Summer term.

### Enhancing the Curriculum

**CS** comments that there have been various events. Class 2 had a parent afternoon which was very successful. 22 parents, grandparents attended. They made Tudor houses then went out into the playground and burnt them, replicating the Great Fire of London. Class 3 also had a parent afternoon. **ES** attended and comments that it was great fun. It was very intricate. There were quite a few parents there. They were making Dream Catchers. **JB** comments that it is very interesting, that it clearly is a successful way of involving parents. The school also took part in World Book Day. It was a complete change from previous years. We didn't dress up. There was lots of reading taking place. Children read to each other and at the end of the day the children could decide which adult they would like to hear read to them. The children also donated lots of unwanted books which will be sent to Africa.

### HIP

HIP was in last week for the JARV. The focus was literacy. He looked at lots of books.

Q-Was he useful A- Yes he was.

Q-Why did you choose to focus on Phonics if it is so good? A-We chose literacy. I wanted him to see what it looked like. I felt it was important for him to see all the way through. That's what OFSTED did. They looked at Early Years and agreed it was good.

Q-So is it you that decides what you will focus on and not him? A- It was really odd. You usually decide together. I was given a form to complete and to make that decision.

### SEF

The SEF has been completed for the JARV. **CS** will send out a copy to all. Looking at the SEF **CS** would grade ourselves as Good.

**CS**

### Resources

The most recent meeting had to be cancelled due to illness. It has been moved to next week. We have received £8000 of additional capital money. The majority of which will more than likely be spent on internet function.

Q-Can we not get funding for that? A-Not that I know of, which will mean the remaining approximately £5000 will go towards new flooring and repairs in Class 2.

Q-Does that not bring with it other problems. It seems a lot to spend for the rare occasion Governors need to access the internet? A-It is a much bigger problem than when we have meetings. The internet causes problems for teachers and the students trying to log on for their lessons.

**LA**

### SEN

SEN is going really well. **AC** has settled into her role and continues to develop.

Q-How many children benefit from the exceptional needs funding? A- We currently have one child who receives the funding, which is due to run out. So we will need to reapply. A second child that **AC** is going to put a new application in for.

Q-What does it pay for? A-Staffing

### Singing in CW

**AS** has helped introduced new hymns into CW. The children are so enthusiastic about it. **ES** comments that the singing is just fantastic.

### Monitoring

We have done some deep diving into TAF of the year 6 writing. **CS** feels that this is something that we will be assessed on soon.

## **6 SIAMS**

We have the SIAMS SEF inspection taking place next Tuesday. **CS** has spoken to Diocese and then our inspector. There is a lot that the inspector wants to see. There will be a learning walk, speaking to staff, speaking to governors, speaking to parents. She will be going to church, talking with WS around RE and having lunch with the children. She wants a table discussion between 9-10 a.m. with **CS/JB/LA/AS/LB** and any other governors that may be available. Feedback will be about 16.45 p.m.

Q- So you sent them the SIAMS SEF today? A-I sent our behaviour policy, SEND, SIAMS SEF and the SDP for this year as well as OSAACS SDP for last year. I was asked if we have had any exclusions or anyone that comes under church criteria. I told her we had none.

Q-What capacity is this lady? A-Quite often they are Head Teachers employed by the Diocese.

We have been looking at OSAACS. **JB** is currently looking at Christian denominations coming into our school. There have been two RE observations with **LB**. There has been

monitoring of CW, it has really stepped up. We have a staffing rota so there are different teachers in each worship.

Q-Can I ask what you mean by discreet RE? A- As in separate and distinctive.

Q-Is collective worship related to issues? A- Yes and also issues more related to school.

Q-But do you talk about the more horrible subjects such as New Zealand? A-We do cover various subjects. We haven't yet touched on New Zealand. **JB** comments that this can be done in various ways for example through prayer. This can be more so with the Juniors. The split really makes a difference to the content of CW.

## 7 Personnel

**JF** comments that staffing issues have taken up so much of **CS** time. Even through this she has managed to maintain compassion and it certainly has not been a detriment to the children.

## 8 Safeguarding

We have updated our First Aid training this term. With 22 staff fully trained. We had two staff that were missing their CP updates. One has now completed and the other is booked on their course. The Single Central Record is all up to date. **ES** has looked at this and it has been approved.

## 9 PPG

**CS/KJ** need to meet again. They will arrange a date before the end of term to keep on schedule. **KJ** comments that there is never anything that can't be explained. The funding is spent to help with inclusivity. If there are attainment issues, then it always clear why. Generally, we can see that by year 6 there have been huge leaps in progress. When they meet children are looked at as individuals. **CS** is noticing that we are spending more money on counselling and therapy which we haven't had to do before.

**CS/KJ**

## 10 Equal Ops

**CS** advises that there will be a questionnaire sent out to parents.

**CS/KJ**

## 11 Governor Monitoring

See timetable attached. Timetable was circulated to all prior to the meeting. Sports premium will be discussed with JL in the Summer Term. There are a couple of vacancies. **CS** happy to have governor ideas to fill them. **KJ** suggest something may come up from the SIAMS inspection.

**CS/JL**

## 12 Correspondence

All governor emails circulated prior to the FGB.

## 13 AOB

- Foundation Governor Term of Office-JL has agreed to reapply for another term in office. The paperwork for this is currently being completed. **LB** is due to expire in October. She has also agreed to reapply for another term of office. **LB** handed the application form. **JB** explains that she had hoped to have someone to replace **AF**. This unfortunately did not work out. However, is hopeful to have a replacement by the next FGB
- MAT- Tring School MAT, Ridgeway Learning Trust currently consists of two schools. Ideally they would like more than that. **JB** comments that generally she can see that becoming an academy school would be of no benefit to us at the moment. **JF** comments that she feels the school currently works well as it is. **CS** comments that she feels our transition to Tring School is good as it is. We do all of the sporting events, children go there to have lessons. We can still do all of that without the need of being a MAT. The decision to be part of a MAT is not a

**JL/LB/SM/JB**

decision for the Heads to make, but that of the governors. The Heads have asked that the Head and Chair meet so then it can be fed back to the governing body.

**Q**-How much does it cost? **A**-About £21000 set up costs for each MAT. Originally there was government funding, but this has since been withdrawn. MAT work well for failing schools that can piggy back on the back of others. **KJ** comments that if ever the government were to offer a financial incentive then the governing body would have to revisit and have a serious discussion about it.

The governing body decided not to take joining a MAT any further currently.

**Meeting closed at 20.35 pm**

**Date of next**

**Meeting: Tuesday 14th May 2019 19.15**