

Long Marston V A C of E Primary School

Meeting of the Governing Body on Tuesday 16th October 2018 at 19:15pm

Minutes

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

Present: Mrs C South (CS) (Head) Mrs L Annett (LA)
Rev J Banister (JB) (Chair) Mrs E Springford (ES)
Mrs J Finlan (JF)
Mrs L Bancroft (LB)
Mr J Lauder (JL)
Mr T Hollis (TH)

In Attendance: Mrs S Moore (SM) (Clerk to the Governors), Mrs W Soar (WS)

NO.	Item	Action
1	To receive apologies and approve absences Chair welcomed all to the meeting. Absent with apologies Lee Dimond (LD), Kathryn Jaquet (KJ) Absences approved.	
2	Declaration of Interest Governors were reminded that they must declare any conflict of interest, both pecuniary and other, that refers to an item on the Agenda. All Governors present completed the Register of Pecuniary/Business Interests form, which is an annual requirement. Form to be forwarded to absent governor for completion. 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">• New parent Governor• Acceptable Use Policy No declarations were made regarding the Agenda or 'Any other business'.	SM
3	To approve the Minutes of 16.10.2018 meeting The minutes were agreed as a true record of the meeting and were signed by the Chair.	
4	To consider any matters arising from the Minutes of 16.10.2018 <u>Safeguarding SCR Check</u> ES confirms it is all in order. <u>Letter to parents from Governing Body</u> JB confirms that it has been done and will be sent out to all including parents on Friday.	JB
5	Election of Officers and Sub-Committees JB began the election process. Vice chair Eileen Springford – JB proposed, LB seconded and agreed by all. Admissions Lucy Bancroft –ES proposed CS seconded and agreed by all	SM

PE Linked

Jon Lauder-**CS** proposed **JB** seconded and agreed by all

6 Our Church School

CS feels with SIAMS coming up that it is worthwhile keeping our governors up to date with Our Church School, especially the Foundation Governors. She had invited along **WS** as a guest speaker to talk about what they are currently doing in the curriculum.

19.30 **WS** enters the meeting.

WS has put together a list of what they have been updating over the past 18 months. See item 6 attached. She explains that there is no national framework for RE, that each authority set their own, which is updated every 5 years. Our school follows the Trust Deed. We have updated the whole scheme of work on a 2 year programme. Bible stories is still a part of that. It was noted that Class 1 resources were not as strong as they could have been. We have bought the Puddles scheme. It includes puppets, cats and kittens, it is very early year's user friendly. We have been continuing with other faiths and experiencing lots of different things, not just in writing. This links in with Blooms Taxonomy, a tool for teachers. It takes thinking skills and ranks them. We are pushing toward the top end and encouraging staff to ensure that the skills are evident in the books and that the skills are being applied. We have updated our RE Policy and made reference to the new Visions and Values. Everything links back to that. There have been lots of lesson observations alongside **LB**. Heads from small schools have been given support. **CS/WS** have attended SEF writing training. We are nearly there with that. **CS** comments that the books are showing a whole different way of learning. We have moved away from retelling a story and really come along way.

Q-What came up from the Pupil Questionnaire? A-That they were not sure how they are doing, so this has been given a slight tweak.

Q-Are they aware that they are doing RE? A-Yes it is an explicit subject.

Q-Which religion is it this year? A-Judaism, it will be taught for half a term after Christmas and then half a term after Easter.

19.55 **WS** Leaves the meeting.

7 Resources

TH Not much to report. All in the Minutes attached (see item 7). We have had some electrical work done which is good news. It has improved things a bit. Resources is fairly quiet at the moment.

8 Curriculum

JF There have been two meetings. The main thing was catching up with the SDP and signing it off. It was discussed well and all detailed in the minutes attached. (see item 8)

9 SDP

CS talked through the priorities in the SDP attached (see item 9) explaining that although writing is not currently a major problem, they don't want it to become one. There has been a definite dip in Early Years literacy which is felt to be down to too much tablet time. We are having to provide lots more intervention. **IB** has attended Elklan training and a parent who is a speech therapist offers her time and assesses the children. KS2 writing is on a downward trend although the numbers at greater depth are moving upward. Grammar has also dipped. SDP report attached.

Q- Aren't you looking at buying into a Grammar scheme? A-yes we have just taken delivery of them. The scheme is all about terminology, we are really hoping that the scheme will help.

Q- Do we send out a place for parents to refer to, on our website? A- We don't currently, that would be a good idea.

JF comments that we need to be correcting children in their speech. **LA** explains that this is done and that it comes through in their writing.

CS priority 2, we are making sure that we are tackling it in the right way. We are starting to ask children at the beginning of topics what they already know and what they want to know. You can see displayed on Class 5 wall. The whole bar has been raised. Priority 3 is a 2 year project. We have changed the headings and how we as a school fit them. Priority 4 we have been looking at higher attainers and ensuring that they continue as a higher attainer. Every term we will hold a PPM just for higher attainers. We will look at children that are on the cusp who are not currently higher attaining and why.

Q-What percentage are high attaining? A- Roughly about 10%

Q- What percentage are lower attainment? A- We discuss about 80% in each class for various reasons and look at what we need to tweak.

Q- Do we tell parents that the children aren't achieving? do you call them in? A-Any support at all is discussed at parents evening.

10 Terms of Reference and Instrument of Governance

No changes to Terms of Reference. Instrument of Governance needs the strap line updating. All in agreement.

11 Admissions

Admissions Policy approved by all for 2020.

12 Term Dates

Term dates are in line with Tring School. Slight difference in inset days. Term dates approved.

13 Child Protection Policy

CS we have taken the model policy and changed everything that is relevant to us. All governors will need to read a copy and sign to say they have read it.

Q-Page 10 of the Child Protection Policy states 'ensure all staff have received a copy' does anyone actually check that? A-**CS** yes that is delegated to me. Every staff member signs and returns a copy to me to say they have read it. There is also a hardcopy in the staffroom.

Q- Are there any major changes? A-No just a few tweaks.

Q- Do we have to have a set amount of DSP's? A- **CS** We just need two, but we are well staffed. We have just done our safeguarding training in school and I've just done my DSP refresher course.

Child Protection Policy approved by all

Q- Did we get anywhere with the safeguarding training for governors? A-No, not currently, although the new online training for governors will be up and running shortly so hopefully it will be covered.

14 Equal Opportunities

Report to governors attached (see item 14).

Q-Do we have any disabled children in the school A-No

Q- Do we have any hearing impaired children? A-No, although we do have some with grommets.

15 PPG

PPG report attached. In July 2018 our school has 13 pupils who qualify. This is based on them being eligible for free school meals, or have been in the past 6 years. This can be spent at the discretion of the headteacher. This is mainly spent on TA's in classrooms. A lump is also used to support children access trips and clubs.

Q-When you have extra members of staff are you able to show how it benefits the children? A-Yes, we look at the children's data, they are discussed at PPG meetings, TA meetings and make sure there is TA support in all classes.

JB comments that children previously have found that being taken out of their class has highlighted them. It is much better them being assisted in the classroom.

Q-If it is based on a free school meal, surely they won't necessarily need support? A-It would be a different level of support. Emotional for example, there could be a reason behind them being on free meals.

16 Correspondence

CS discusses that Governor Hub is now up and running. **SM/CS** have brought it up to date. In the future this is where all of the documentation will be stored.

Q-What's on there for us? A-All Governor documents will be stored in the one place. If we need to look back at historical meetings it will all be there.

17 AOB

New Parent Governor

We have had two people interested. **ES** has met with them both. Both are great. They have both registered their interest and now we will need the election. We currently have a Foundation Governor and Parent Governor plus two Foundation Governors to come. AT the election the parents will decide which they want to represent them and the other candidate could potentially be taken on as an LEA Governor.

Acceptable Use Policy

Copy distributed and signed by all present.

Meeting closed at 20.39 pm

Date of next

Meeting: Tuesday 11th December 2018 at 19:15

