

ASH GREEN COMMUNITY PRIMARY SCHOOL

Minutes of the Governing Body Meeting

3rd February 2015, 6.15pm

Present: Barry Collins (BC), Liz Broadley (LB), Olly Cocker (OC), Don Faulkner (DF), Bob Metcalfe (BM), Colin Reeves (CR), Nicola Shepherd (NS), Mungo Sheppard (MS), Robb Sutherland (RS)

Apologies: Stephen Elliott (SE), Jodie Fazackerley (JF), Sarah Kay (SK), Sue O'Brien (SO'B)

In attendance: S Mayfield (SM) Deputy Head, K Lovelady (KL) Clerk

Action

1. Welcomes & apologies

Apologies as above, consent given. SK gave belated apologies, issue at work. BC & OC in meetings will arrive later. RS, vice chair, chaired meeting.

2. Declaration of interest

None.

3. Minutes of last meeting 11/11/14

Approved as an accurate record.

Proposed: DF Seconded: CR

Unanimously agreed

4. Matters arising

Item 10 Safeguarding

Question

Q. Is the surgery trial happening?

A. Yes & it's going well. But governors should be aware that school does have other issues with Social Care. We currently have one case where Social Care has been very slow to follow up which is frustrating for all other parties involved school, Independent Reviewing Officer (IRO) and Police.

All action points closed or on this agenda.

5. Committee minutes

- **Resources**

BM reported that the committee had a very good meeting. Feasibility study for sensory room is underway.

- **Standards & Effectiveness**

RS asked for an opportunity to see the KS2 behaviour system working in a classroom situation. RS reiterated that we are now seeing data without Levels, with the exception of Y2&6 & information is being presented differently but remains clear & concise.

- **Matters arising**

- Boiler finance response from LA

Email received from Ian Gray late this afternoon was tabled. Governors agreed that a meeting needs to be arranged with Ian Gray and MS, BC, BM & MA to discuss this matter further.

- PTA

CR made governors aware of the difficulty Friends of Ash Green (FOAG) is experiencing with recruitment & retention of members; also reminding governors of the excellent work they do. FOAG would like to ask for strategic support/governor representation.

KL informed the FGB that this does not fall within the remit of governance & advised against incorporating a PTA into the FGB role; the strategic support if needed should be delivered by school leadership.

Governors discussed issue. Individual governors may attend future meetings to offer their

MS to
arrange

KL to
arrange

individual help and support. Governors requested that dates of meetings be forwarded to them. MS informed governors that school is hoping to generate more parental commitment through Family Learning with Andrea Shopland and the Leading Parent Partnership Award with Claire Hill. In addition MS and the leadership team will continue to plan dates for events with FOAG and mobilise staff to support events. Letter of support/explanation to FOAG.

KL

6. Item moved down the agenda to enable full discussion with late arrivals

7. Policies/documents for approval

- **M9 Admission Policy**

Governors approved with the understanding that they may need to review earlier than planned if we decide in the future to intake Rising 3's. MS made governors aware that a 3 month notice period for any changes to shared costs has been agreed with North Halifax Partnership.

- **M10 Transition Policy**

MS explained the NHx BACS system for in year application. Governors approved with the understanding an early review maybe necessary if Trinity Academy new admissions proposal is approved.

- **M60 Accessibility Plan**

Governors noted the disparity between the sites that pupils with mobility issues would have to go to the upper site. Governors agree that school is accessible but not perfect. Plan approved.

Questions

Q. What is reasonable, how much work would a feasibility study take to make the lower site accessible?

A. MS to task the Site Manager to carry out feasibility study to make the lower site compliant regarding accessibility. To be brought back to the next Resources Committee meeting 15/04/15.

Q. What happens in other schools?

A. They would have to be compliant.

- **Pupil Premium (PP) report**

Governors understand fully their accountability with PP funding and thanked David Kirk for this report agreeing the new format is detailed and easy to understand. This report shows that the PP funding reaches the pupils who need it most.

BC & OC joined meeting 7.20pm

Questions

Q. The pro-rata cost what is that calculation?

A. It is the percentage of time spent with PP children e.g. Reading Recovery is delivered to only PP children therefore 100% of costs is covered by PP funding.

Q. 14. Emergency Provision at the PRU, is that allocated because we actually have a child there?

A. This allocation is made in case we need this funding as we would have to find the money to cover costs from somewhere in the budget, if it is not needed we would account for where this funding was reallocated.

Governors approved report.

NS left meeting 7.30pm

- **SFVS**

Report approved & signed. KL to submit to LA.

- **SEF review**

MS recently attended resident inspector training which made him think about what we need from a SEF. MS has asked David Kirk to overhaul the SEF in light of this training, also that it needs to be a response to RAISEonline. KL to send out new SEF as soon as it's completed to enable governors to analyse fully. SEF will be on next FGB agenda 28/04/15, governors to bring feedback/challenge.

MS

To agenda

KL

KL

To agenda

8. HT report

Governors noted Y6 6% targeted for L6 Maths, reflecting that many children start at Ash Green well below expectations and have a lot of ground to make up. But it is clear the progress they make as they pass through school. RS asked MS for a staffing update. MS explained that he has various options to consider which are dependent on Assistant HT appointment; if internal or external appointment made. Plans are in place to cover 3 teacher posts due to maternity leave. Governors appreciate that MS has a clear strategic view and can assure governors that staffing will be as strong in September as it is now. Also it is clear to governors how staff are nurtured and valued ensuring we have internal candidates ready to apply for leadership posts. MS said that good discussion at leadership level assisted with strategic view. Another observation governors made was children's behaviour in & out of school. The exceptional behaviour children exhibit when out representing school reflects directly on the good values school embeds in our children creating good role models.

9. Attainment & Progress

SM summarised report. It is not easy to make good predictions at this time of year but data in report is realistic. Y2 & 6 looks to be surpassing last year. We are waiting for a steer from LA regarding measuring attainment & progress. All staff have agreed a joint approach to communicating attainment & progress to parents/carers using Ofsted language. The picture is looking fair with a lot of good things, there are pockets of relative weakness but they are easily identified by staff that regularly check impact of previous weakness & implement strategies with new focus. Governors thanked SM for all his hard work on analysis producing reports that are easy for both governors & staff to follow.

Challenge

Q. Attainment in writing is a weakness across the board why is this & what are we doing about this?

A. Yes it is & it is reflected nationally as well. This is possibly due to increased expectations. The new SIP will include what we are doing to accelerate attainment in writing.

Q. Why is this happening nationally?

A. Possibly due to how it is assessed - by TA – whereas Maths + Reading are tested. But progress in writing mirrors progress in reading and maths which matches and in some cases exceeds national expectations.

Q. Is homework marked?

A. Yes but not generally with the same depth as class work but staff do assess a child's understanding of what has been asked of them. An exception to this may be a piece of extended writing where staff do give more feedback.

Q. Children making 3 levels of progress there is a big gap between boys & girls, why are PP children making 3 levels progress yet they start very low & what proportion of boys and girls are in receipt of PP?

A. The data would suggest we have more boys than girls in receipt of PP, will look further at data & report back to Standards & Effectiveness committee 15/04/15.

SM

10. Adoption of Priorities for new SIP

Governors agreed proposed priorities.

11. Safeguarding

MS informed governors of additional declaration to DBS for staff, particularly for staff working in early years and before & after school care. Staff will now have to sign a declaration which will cover all people living in the same household. This record will be held with the single central record.

Questions

Q. Will this be rolled out as a universal thing to ensure individuals do not feel targeted?

A. MS will take to Primary Heads to encourage a joint approach.

- **GB Self Evaluation Tool**

Governors agreed to use this as a training exercise and scheduled a ½ hr earlier start to the next FGB meeting 28/04/15.

To agenda

12. Governor training/information

- **Framework for Governance**

Questions

Q. Do governing bodies need to comply with everything in this framework e.g. implement KPIs?

A. The framework describes itself as a flexible guide to strategic planning and from initial viewing this governing body meets a lot of what is put forward. This has only just come out & KL to find out reaction & actions from other GB's through clerk network & clerk development programme & feedback to FGB 28/04/15.

KL

Governor training through Cluster, 03/03/15 6-9pm. KL to email out details.

KL

KL made governors aware of terms of office coming to an end. DF 13.05.15, CR 29.06.15. Both governors are parent governors therefore the posts will be filled via parent election. CR will be eligible to stand for election but unfortunately as DF no longer has children on roll at school he will not be eligible. KL advised governors to think about succession planning as DF is part of the HT appraisal team.

13. Correspondence

None.

6. Trinity Academy Admissions

Governors discussed documents in depth.

Governors feel strongly that Trinity Academy admissions should keep to the original ethos, which was supported at the time by NHx Primaries, of a secondary education provision serving the children of North Halifax. Governors also disagree in principle to any sort of banding process for admission which creates selective education. In addition governors have misgivings about Y6 pupils starting a secondary education before the end of Y6. Where is the educational research to support this change?

MS & RS to attend meeting arranged for HT's & governors with Michael Gosling on 09/02/15, 2.30pm.

MS to put section on weekly newsletter directing parents to Trinity Academy website for information of proposed changes to admissions.

MS

Feedback on from FGB to take to meeting:

MS/RS

- Point 3 - MAT reference to be removed completely or placed below point 5
- Opposed in principle to any banding scheme
- Would need educational research to back up any plan for Y6 to transfer early

14. AOB

None.

15. DONM

28/04/15, 5.45pm - Safeguarding training prior to FGB

09/03/15, 10 am – HT Appraisal, **RS, DF, SK.**

Meeting closed at 9.35 p.m.

Signed _____ Chair of Governors Date _____