

# NEWTON POPPLEFORD PRIMARY SCHOOL

## Governing Body

*Draft Minutes until signed*

Meeting of the Full Governing Body – Part 1 Minutes					
<b>Date: 12.07.16</b>		<b>Time: 5:30pm</b>		<b>Location: School</b>	
Attendees		Initials			
Julia Bramble	JB	LA	Amanda Thomas	AT	Co opted
Ben McGowan	BM	Parent	Bob Tubbs	BT	Parent
Maria Pinney	MP	Co opted	Stuart Vaughan	SV	Head
John Ridgley	JR	Co opted	Carmen Winterburn	CW	Staff
John Slade	JS	Co opted			
Apologies		Initials			
Chris Hewitt	CH	Co opted			
In Attendance		Initials			

Ref	Actions from the meeting on 12 <sup>th</sup> July 2016	Owner
6.4	<b>5.3 Staff Governor:</b> SV will ask staff for a volunteer in early September 2016.	SV
6.4	<b>5.3 Co-opted Governor – BM</b> is awaiting response from the person he approached.	BM
6.4	<b>5.10 SV</b> still investigating the facility for leaving feedback on E Schools.	SV

Ref	Agenda item	Owner
6.1	<b>Apologies for absence:</b> These were received from <b>CH</b> and were sanctioned by governors	JB
6.2	<b>Declaration of business interests relating to the agenda:</b> None	JB
6.3	<b>Agree minutes from them the meeting on 26<sup>th</sup> May 2016:</b> The minutes were agreed to be a true record and signed by the Chair.	JB
6.4	<b>Matters arising from the meeting on 26<sup>th</sup> May 2016:</b> <b>5.3 Staff Governor</b> -Because of the recent staff changes this has been deferred and <b>SV</b> will ask staff for a volunteer in early September 2016. <b>5.3 Co-opted Governor – BM</b> is awaiting response from the person he approached. <b>5.10 – SV</b> is still investigating if the facility to leave feedback exists on E-Schools. <i>MP joined meeting.</i>	JB
6.5	<b>Receive reports from committees and consider implications / actions/decisions</b> <b>Ratify policies recommended by committees, as necessary:</b> As an update to the Resources Committee report <b>SV</b> advised that a new Sports HLTA and 2 other TA's (including a 1:1) had been appointed and there were 3 applications for the post of Clerk to the Governors. It was also noted that, because of the recent RTA, the review of the School Travel plan had be deferred until next term. There is to be a site meeting to discuss road safety issues between the Highways authority, Police and Parish Council on Thursday 14 July 2016 which will be attended by <b>JB</b> and a representative from the SLT. The scheduled T & L committee meeting did not take place.	JF/JS

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6.6	<p><b>New school building:</b>  <b>SV</b> has been advised that the EFA are planning a public consultation on 20 July 2016, but despite daily requests he has received no further information.</p>	SV
6.7	<p><b>Head Teacher's report, inc. KS1 and KS2 assessment (reports attached):</b>  <b>KS1 Teacher Assessment:</b> - as this is a new method of assessment at this stage there are no comparable figures available.  <b>KS2 Testing:</b> – the Floor assessment is 65%  <b>Community activities and events:</b> The Governors were very pleased with the variety of activities and events undertaken throughout the year and expressed their gratitude to all those people and organisations who had made them possible.</p>	SV
6.8	<p><b>Update on progress of SDP:</b> (A copy of the SDP is attached)  IT – The chromebooks are in use and the children enjoy using them.  Progress – Difficult to set target this year because of new assessment process. Staff are more confident with SPAG. See report on Reading Champion (6.11 below)</p>	SV
6.9	<p><b>Feedback from Governor awareness day:</b>  The Governors, who were able to attend the school during the day (22<sup>nd</sup> June), agreed that they had a very enjoyable day and that the children were very keen to talk about the work they were doing &amp; demonstrate their knowledge.  It was noted that the Year 3 children were polite to the Met Office staff - who were doing STEM teaching – and eager to ask sensible &amp; knowledgeable questions. They enjoyed using the 'blue screen' to present weather forecasts which they had scripted themselves.  Year 1 children were observed listening to what other children had to say.  Reception children were respectful to each other and the staff.  Year 4 children commented on the problems with IT, in particular the use of chromebooks which, on a least one occasion, they had to give up at short notice for use by another class. They suggested that the use of this equipment should be shared more evenly across the school, e.g. a whole day per week for each class.  Other comments from the 'interviews' were 'We like more guided reading'. 'There should be more art across the whole school'. 'Change teachers for different subjects as some were more specialist than others' e.g. RT for IT.  There was a complaint from the Teaching staff that the timetable set by <b>SV</b> for certain Governors to attend specific classes was changed without prior warning/consultation.  Governors also became more aware that challenging behaviour has a knock-on effect across the whole school.</p>	JB
6.10	<p><b>Academisation working party report:</b>  The working party met with Sue Ward, a Headteacher from Tower Hamlets whose school is currently in the academisation process, on 8 July, 2016 which was very informative. She was able to give a timeline of the process and links to specific websites for further information.  The next stage is to research possible partner schools and invite speakers from schools which have already been through the process.</p>	JB
6.11	<p><b>Report on progress of reading champion:</b> (See attached).</p>	CW
6.12	<p><b>Feedback on governor training:</b>  None had recently been undertaken but Governors are asked to think about the areas in which they would benefit from training.</p>	JB
6.13	<p><b>Safeguarding:</b>  <b>CW</b> is the current deputy Safeguarding Officer and will be replaced in September by</p>	SV

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	<p>J. Morison who has Level 3 qualification. <b>SV</b> stated that <b>MP</b> could do Level 3 if she wished.</p> <p>The Local Authority is reducing the number of cases it deals with as the number of cases it should deal with increases. Some cases are not being dealt with appropriately by Social Services. Staff are carrying a greater risk without the appropriate Social Work training. All staff are being impacted by this.</p> <p>There is an expectation that the Headteacher will be required to be available 24/7 to provide support.</p>	
6.14	<p><b>Medical Policy:</b></p> <p><b>JF</b> had produced a suggested Medical Policy for the school, which subject to a few 'typo' corrections was agreed. The staff will be consulted in September.</p>	JB
6.15	<p><b>Items for agenda of next meeting:</b></p> <p><b>September:</b></p> <ul style="list-style-type: none"><li>SEND governor</li><li>Pay committee membership</li><li>Governor Training</li><li>Committee structure</li><li>Academisation group progress report.</li></ul>	JB
6.16	<p><b>Date of next meeting:</b> This will be on Thursday 22 September, 2016 at 5.30pm.</p>	JB