

Newton Poppleford Primary School Full Governing Body Meeting

Meeting 1 Part I Minutes							
Date & Time	11 th July 2019 5:30pm		Location	Newton Poppleford Primary School			
Governors Present	Initials			Governors Present	Initials		
Mrs J Bramble	JB	LA Governor		Mr J Ridgley	JR	Co-opted Governor	
Mr S Vaughan	SV	Headteacher		Mr J Slade	JS	Co-opted Governor	
Mr B McGowan	BM	Parent Governor		Mrs M Pinney	MP	Co-opted Governor	
Mr R Tubbs	RT	Parent Governor		Mr S Ireland	SI	Co-opted Governor	
Mr S Finch	SF	Parent Governor		Mrs B Bradley	BB	Staff Governor	
Mrs N Godfrey	NG	Parent Governor					

Apologies	Initials	Reason for Absence (Category of Governor)
Mr C Hewitt	CH	Holiday commitments

Absent without Apology	Initials	Category of Governor

Visitors	Initials	
Mrs A Thomas	MT	SLT

In Attendance	Initials	Capacity	
Mrs N Mann	NM	Clerk	

Minutes to
All Governors

Ref	Action or Decision	Action Owner & Deadline
	Introductions to new Staff governor and welcomed to the board	
1	Notice - Received	
2	Agreement between Part I and Part II - no items on agenda to be considered as Part II	
3	Apologies for Absence - CH	
4	Quorum - Quorate	
5	Declaration of Business Interests relating to the agenda - None	
6	<p>SLT Update – Mandy Thomas joined the meeting to update the governors on the excetion transition the early years have made into the new school premises. Although it has been exhausting to staff and a difficult move around the children towards the end of the summer term. Staff have been working hard over the summer holidays to ensure the classroom and outside area can be used to its full potential. This has resulted in the class being independent and has settled in to the new environment well. Reception class is now set up along with early years. The focus now will be on the learning environments and the outdoor area, we will be investigating ethos and ideas. Where there have been compromises, we have been able to make the best of the areas we have available and the children love it. We have been able to provide the majority of what we wanted. This includes learning areas, to help with independence and learning, physical development area,</p>	

Full Governing Body Minutes dated 11.07.19

Signed

Dated.....

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	<p>literacy and numeracy zones, artificial grass, covering understanding of the world with mud kitchen, bug hotel and planting, communication through expressive arts. Outdoor tap is required to help, and currently being worked on. Further areas are under construction including the sensory equipment. Children and staff are thoroughly enjoying the new environment and has been a big plus for the school. MT has supported with the development of the far field and this has created an amazing outside area which is involving the community with support to clear and create an acceptable area. BT suggested to keep advertising for support.</p> <p>SLT are looking into learning power, approaches to learning across the school to include the 5 Rs linking back to growth mindset and this will develop over this academic year.</p> <p>Links with preschool have been great, building a relationship and meeting weekly. Recent self evaluation to help look at areas of development. Appraisals for preschool staff, looking at training and strengths. Tracking children to evaluate development, identify progress. MT acquiring more information on auditory membrane and using this in her teaching practice. And hopes to be able to expand this to other teachers and TAs. Baseline assessment to be trialled from September. EYFS framework being released in Sept 2021. Resources are now being used across the board which should have a positive impact on budget spending. Parents have been supportive. <i>BT asked, do you think children having new building has helped with feeling valued?</i> The younger children not so much but there have been noticeable changes in behaviours for the older children across the school. Parents feedback seems positive to their children which is apparent. <i>BT asked have school children been involved in preschool?</i> Older Children have been down and helped, and this has worked well. Preschool is now full integrated with the whole school and this has had a positive impact on the staff as well as children. BM complimented MT on her passion and enthusiasm for the Early Years. All governors thanked MT for her input, passion and enthusiasm for the early years – MT left 6:12pm</p>	
7	<p>Agree Minutes of last meeting on 23rd May 2019 – The minutes were agreed to be a true and accurate reflection on the previous meeting and signed by JB.</p>	
8	<p>Matters arising from the meeting on 23rd May 2019 – There has been positive impact on parking since the children have been involved in monitoring in this. JB contacted the herald with regards to previous press release and they are happy to do another release if we would like.</p>	
9	<p>Headteacher's report (including SDP update) – Report circulated prior to meeting. Child being admitted under fair access policy, so a child will be join year 4 (next academic year) which will mean Y4 will be over pan at 31. Policy refers to relocation of pupils when family move in to an area which can allow for schools to go over pan. SV will circulate document to governors. Potential further admissions are visiting the school before the end of term. Open day will take place in autumn as before. EHCP has been granted and advertisement will be released for new position. Discussions are taking place around the curriculum changes to include alternative Wednesdays. <i>JB asked will staff be receiving additional training?</i> Yes staff members will be having additional training and resources to decimate across staff. SV reported back from maintained schools briefing. F40 report has been sent to government with regards to funding for schools, quality, consistence, resources, reviewing rates, secure funding, consider supporting higher needs funding deficits. Currently teaching schools around the country, are piloting the new system, testing and learning pilots with maths and English hubs. This will</p>	SV

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	<p>require 1 school to support 200+. Teaching schools will then lose their funding. The schools will be delivering maths, SEN and leadership to the schools that are allocated. DCC will be providing all schools with some free CDP, including vocabulary. Schools have been asked to identify their first and second choice and DCC will deliver the most popular as free CDP.</p> <p><i>JB asked are the Fixed Term Exclusions related and the bullying incidents related?</i> No the incidents do not correlate.</p> <p>Assessment report circulated to governors prior to meeting. Gobs discussed comparative results from last year and this. SV gave some background to the children in this years data set along with the movement within the year 6 class from reception up to year 6.</p> <p>Governors recognised the school as a whole is achieving above the national average with test results. JM and SV will review papers next week to check the results but anticipate them to be correct. SV felt that the difficulties this class have had throughout the school life have been managed well with the support of the staff at the school. Governors recognised the changes and improvement that children have made, may not be reflected in the data.</p> <p>Governors would like to show their appreciation for the hard work and the positive results, the staff have worked hard towards supporting these children to achieve the results they have.</p>	
10	<p>Questions from Teaching and Learning Committee Minutes – Minutes circulated with agenda. No matters arising.</p>	
11	<p>Questions from Resources Committee Meeting – Meeting was postponed to 4th July, awaiting minutes to be circulated. Main items that were raised at meeting: Budget has now changed and is showing some positives, to include government funding the teachers’ pension increase (approx £15,000), savings discussed around ground and maintenance to include cutting the grass internally (saving an average £4500 a year). Lettings of the school are being considered in the resources committee to include insurances, policy and costs.</p>	
12	<p>Questions from the Team Minutes – SV to chase email to JB, assessment meeting took place this week and OFSTED was the main focus. SPTO is ending and the fisher family trust will be used.</p>	
13	<p>Safeguarding – MP has looked at the SCR today and a few amendments to be followed up. MP will be checking a couple staff files from September.</p>	
14	<p>Equality – No update to be brought forward from T&L for this committee. Short discussion over non gender specific uniform, and slight amendment to the website.</p>	
15	<p>OFSTED update – Update by Carl Sampson, which curriculum was key aspect of the discussion. Highlighted under current structure he would have significant contact with 5 members staff, new structure will be around 20. Inspections now start with 90minute phone call day prior to visiting (agree the curriculum areas, reading and around 4 more areas they will focus on), come in and discussion will take place with curriculum coordinators, visit to lessons, talk to children and look through books. Currently we are one of around 320 schools that are outstanding have not being inspected in over 10years.</p>	

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	<p>New framework can be transitionally through the year and OFSTED will recognise this for next year's inspections.</p> <p><i>JB asked have the 5R been development from the mental health frame work? SV advised yes and some of the areas we have adopted from other schools where it has been successful. BB recognised how it brings the mental health language in across the school and how children have an understanding, they can recognise regular activities in the school to support their mental health. Discussion around marking and trialling instant marking techniques that have be used in other schools, where there has been elements of positive results and research around this. BT recognised that circulating any change to parents as soon as possible is important, along with the 5R's. JB suggested a parent meeting to allow opportunity for parents to ask questions and reflect.</i></p> <p><i>BM asked is there anything more we can do as governors for OFSTED? To be mindful of what we are doing and being aware of the new framework and how this is delivered at school.</i></p>	FGB
16	<p>School Build –</p> <p>New barrier has been located outside the new school entrance.</p> <p>Currently outstanding:</p> <p>No update on lines on the play ground, awaiting approval from EFSA for costs. Landscapers are visiting towards the end of July to look at the field issues. Fence is being erected and will be setting a date once gate is ready. Snagging should happen no earlier than 2 weeks, a year after the hand over of the school, this will take place in holidays and work will take place at the end of the holidays. Dates to be confirmed.</p> <p><i>BT asked are the temperatures ok in the classrooms? As long as there a breeze the classrooms are ok, tend to get quite hot but not unbearable. Entrance and office are worst affected. Suggestions made to report back that it is hot and how to manage this. Suggestion from SF to get temperature gauges to accurately record some evidence. SF suggested reflective film on the windows may help too. NG raised concern that some parents have shown their children how to use the gate due to the keypad being low along with children being able to crawl under the gate. Item is being source to eliminate the crawl space under the gate. However SV advised he is not aware that there is not anything can do about the keypad. BT suggested that the gate remains open at the end of the school day so children are not shown how to use the gate. Action to take place</i></p>	ACTION
17	<p>Review progress the school has made during the year - recognise and celebrate!</p> <p>Refer to discussion above in with SLT member MT and assessment results (item 6 and 9).</p> <p>SI reflected on the positive budget we have brought forward and remaining within the budget throughout the year. Despite the new build we have maintained good results and the recognition of the teachers, maintaining their support,. Positive integration of the preschool. School build has been challenging yet feel the children remained positive and are not reflecting negatively. A noticed minimum impact on them and reflects how adaptable they are. Launching the 5R can be key with reflecting to the children how adaptable they have been throughout the schools build. Moving into the building has had a positive effect on how they conduct themselves and respect for the building, appreciating all being together is having a positive impact. BB reflected on how the staff have shown their commitment and worked as a team to get through the build and relocating the entire school. NG agreed and reiterated how the childrens' behaviour is highly recognised by parents. MP suggested a WOW page for staff for the first year in the new school building in the final school matters. Govs will reflect what they have recognised at the end of year following school build.</p>	ACTION

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18	<p>Reflect on the impact the Governing Body has had on the outcomes for pupils over the academic year. Consider any changes needed.</p> <p>BT reflected on his role as governor and hopes that he has been able to fulfil the role as expected. A new staff governor has joined the board which is a positive. JB reflected that during the school build there has been less channels for us to talk to staff due to the impact of the school build. This year the governing board can build up better relationships with staff. <i>SF asked BB do you want more or less from the governors?</i> BB will discuss with the staff and report back. Discussions around the how the governors can feedback directly to staff on governors' awareness day, maybe in the form of an informal meeting afterwards. BM reflected that governors' awareness day is a fabulous day and genuinely look forward to it. JB thanked governors for putting in the hours and meetings.</p>	ACTION
19	<p>Policies reviewed by committees to be ratified:</p> <p>Budget Monitor – reviewed at resources committee Safety and Well-being at work – reviewed at resources committee</p> <p>AGREED: BT proposed, BM seconded Budget Monitor and Safety & Well-being at work and all governors in agreement.</p> <p>Business Continuity Plan – for review at next meeting GDPR Policies and documents – for review at next meeting Flexible Working – for review at next meeting Finance – for review at next meeting</p>	
20	<p>Propose dates for committee meetings 2019-2020 –</p> <p>New date of 12th November for Teaching and Learning 13th Feb – FGB and governors awareness day</p>	
21	<p>Items for agenda of next meeting –</p> <p>Learn my way</p>	
	<p>Date of next meeting: 12th September 2019</p>	

The meeting closed at 7:54pm