

Penponds School		<u>Action</u>
Minutes of a meeting of the FGB of Penponds School held at the school on <u>Monday 14th November 2016 at 5pm.</u>		
Present:	Mr A Richards (Head) Mr T Harvey (Chair) Mr J Bailey Mr D Head Miss J Smith Mrs T Watts Mr J Floyd	
Clerk:	Mrs C Williams	
1.	Apologies: <ul style="list-style-type: none"> Mr G Springer Pecuniary Interests: <ul style="list-style-type: none"> TW completed a new form. There were no other new declarations. 	
2.	Minutes of previous meeting: <ul style="list-style-type: none"> The minutes of the FGB meeting held on 26th September 2016 were accepted as a true record and were signed by the Chair. Matters Arising: <ul style="list-style-type: none"> Hall floor polished by Cormac. AR soon to give notice to them re contract. (See Head's report) Attendance issue almost resolved with child moving to Tregolls School in Truro soon. Two people have shown interest in becoming governors. Both are parents but they would be enrolled as co-opted governors. They are Donna Partridge and Sarah Davis. New governor training is available for them. Also interested is Rev. Olive Stephens. Governors agreed to AR asking them to join the Local Governing Body of Penponds School. 	CW to send application form to AR to pass to new governors.
3.	Head's Report: <ul style="list-style-type: none"> This was distributed prior to the meeting. AR wanted to highlight three items from the report. <ol style="list-style-type: none"> Aspire <ul style="list-style-type: none"> ➤ Aspire Day last week with KB and Sam Jones in attendance. They made observations and talked to staff. ➤ All actions set last year were achieved. ➤ Learning Review this week (previously parents' evening) – now child led, teachers 	

available to meet with parents individually if necessary.

2. Learning Ladders

- All teachers have grasped Learning Ladders and these are proving very successful in Maths. Learning Ladders provide extra challenge for children to move on faster. They also allow teachers opportunity to assess the learning/progress of each child.

Question: How does one find the starting point for each topic?

Answer: Start with a pop quiz to assess what pupils already know. Steps on ladder taken from planning 'I can' statements. Sithney School – evidence of success of this strategy.

- Consistency was found throughout the classes.
- New list of actions has been set for this year.
- Next development day – Spring term when it is hoped all governors will be able to meet with KB to discuss Ofsted issues and preparation (after 5pm if possible).

Q: Is there any gender divide? A: Not been noticed. There are different activities to choose from, so children can make their own choices, eg. area of carpet or area of field.

Q: What happens when a new topic is started? A: Starting point is our normal planning. Sometimes children lacking confidence start too high on the ladder, but move down quickly once they realise their ability. Pupils can move down several steps within one lesson. On the other hand some children over-confident, start too low, in the mastery section, then realise need to go back a step or two.

- Children take responsibility for their own learning. Teachers can stand back and observe therefore able to spot when their input is needed.

3. Raise on Line

- Document was distributed – no surprises. Same information is given in many different representations.
- New category for schools from DfE– 'coasting'. One red dot ok, three red dots means coasting and could trigger an Ofsted visit.
- Y6 scores were affected by one pupil – the only Y6 girl, who started at Penponds in Y6 and was also on SEN register. This impacted on final results.

	<ul style="list-style-type: none"> ➤ AR and LL to create case studies to explain the stories behind the data for certain identified children. ➤ Writing is an issue for Penponds. <p><i>Q: What are Penponds doing to address this writing issue?</i> <i>A: This is a main priority – AR to lead Y5/6 boys’ intervention. Specific children have been identified to work with AR. Children have also been invited to assist in writing the school newsletter each week. There will be much redrafting.</i></p> <ul style="list-style-type: none"> ➤ JS and LL to attend ‘Reluctant Writers’ course. ➤ New handwriting scheme has been introduced for staff and pupils alike. Daily exercises to be completed. <p><i>Q: Will secondary schools continue this practice? A: Don’t know about daily exercises, but pupils will be much quicker at writing notes as they will be fluent writers before leaving Penponds.</i></p> <ul style="list-style-type: none"> ➤ KB noticed improvement in writing in books after just eight days of handwriting scheme. ➤ Pupils must write in same handwriting for all subjects. Interventions will be in place for children who need more handwriting input. ➤ Reading figures have gone up according to AR. <ul style="list-style-type: none"> • TH and JB attended meeting with KB. Another meeting to be held in Spring term which hopefully ALL governors will be able to attend. This will be training for Ofsted with a question and answer session. <p><i>Q: Has anything come of a texting service for parents? A: This is on the ‘To do’ list.</i></p> <ul style="list-style-type: none"> • AR found KB/SJ visit very helpful with questions starting with ‘Have you thought about....?’ and useful feedback. • Penponds practice is consistent with the rest of the MAT. • Staff are much happier with the Aspire Programme now that they are embedding good practice. <p>AR was thanked for his detailed report.</p>	
4.	<p>Finance Update:</p> <ul style="list-style-type: none"> • A quick overview was distributed at the meeting. • This was updated October 2016. • On supply – most of spend will be refunded from insurance. • Miss Berry is expecting her second child around Easter time. • High curriculum spend normal for this time of year. This will even out over the year. 	

	<ul style="list-style-type: none"> • Cost of SIMS is paid centrally now so this will be paid back into curriculum. 	
5.	<p>Premises:</p> <ul style="list-style-type: none"> • All issues were covered in the Head's report. 	
6.	<p>MAT Update:</p> <ul style="list-style-type: none"> • Standards Committee met and discussed the role of the governor. • Training is available for all governors. • Core role of the governor was looked at along with effective governance and the characteristics of a successful MAT. • Staffing was also looked at, including how to appoint headteachers. • Full board will meet on 8th December. <p><i>Q: It seems that the role of local governors has changed particularly in the appointing of staff – is this correct? A: The MAT do make the decisions on appointments now, but not without a strong input from the local governors' representatives. DfE dictates this practice. Local governors do have a say in the shortlisting and a representative will be on any interview panel.</i></p> <ul style="list-style-type: none"> • It is agreed that Head teachers are wanted, not heads of school. • Governors would like more material on MAT board. • AR sees MAT as support in Finance and HR. • Consistency in approach is good. • Rainbow MAT is one of the most successful MAT's in the country in terms of pupil outcomes. • Order of seniority: DfE – Academy Trust (and diocese in our case) – Standards and Finance committees – Local Governing Body. • LGB have the relationship with the parents, and know what they want for their children. MAT board don't. 	
7.	<p>A.O.B.1:</p> <ul style="list-style-type: none"> • This item was brought forward due to JF having to leave early. • Capability Assessments before half term tested children on things they hadn't been taught. This was humiliating for pupils. • AR explained this was because of new curriculum last year. Various schemes were brought out to assess children. Rising Stars was chosen in Penponds, but the test did not correspond with the teaching. Morale dipped for a short while, but pupils are on track again now. 	

6.10pm	<ul style="list-style-type: none"> Abacus Maths scheme has been brought in for teaching and assessment, so pupils will be tested each half term on the topic they have been working on. This was a learning curve for the school. <p>JF left the meeting for Penponds Speaks.</p>	
8.	<p>Sports Premium:</p> <ul style="list-style-type: none"> This was distributed for reading prior to the meeting. There were no issues raised. JS was thanked for all her hard work in coordinating PE and the sports premium. 	
9.	<p>Policies:</p> <ul style="list-style-type: none"> The following policies were ratified by the governors: <ul style="list-style-type: none"> ➤ Handwriting Policy ➤ Accessibility Plan ➤ Safeguarding Policy ➤ Exclusion Policy Next meeting – Homework Policy will be ready. 	<p>Homework Policy ready for next meeting.</p>
19.	<p>Health & Safety:</p> <ul style="list-style-type: none"> There were no H&S issues. <p>Safeguarding:</p> <ul style="list-style-type: none"> The Safeguarding Policy has been amended in light of recent events and was ratified by the governors. 	
11.	<p>A.O.B.2:</p> <ul style="list-style-type: none"> TH thanked CW for her support over the past 16 months and presented her with a gift. AR presented her with flowers and a card. 	
	<p>The meeting closed at 6.15pm.</p>	
	<p><u>The next meeting will be held on Monday 6th March 2017 at 5pm.</u></p>	

Signed:

Date: