

# Bevendean Primary School

Heath Hill Avenue

## Full Governing Body

Minutes of the Meeting on Thursday 16th July 2015  
at 5.00 p.m.

**Present:** Mark Back (Chair), Katie Blood, Rachal Daniels, Wendy King (Headteacher), Teresa Goble, Rhiannon Jones, Trudy Roberts, Kathy Strulo-Brooks, Jo Whitmore, Glenys Harries-Rees (Clerk)

**Observing:** Martyn Giddens (incoming Headteacher), Claire King, Margot Little, Garry Meyer

1. **Quoracy of meeting:** The meeting was quorate
2. **Apologies:**  
Mo Marsh – Full Council Meeting  
Emma Warwick – Leave of absence
3. **Consideration of apologies:** all considerations were accepted
4. **Notification of A.O.B:** None
5. **Declaration of Interest:** None
6. **Minutes of last meeting**
  - a) The minutes of the meeting of the Full Governing Board on Thursday 4th June 2015 were agreed and signed by the Chair
  - b) Matters arising
    - (i) Jon Bateman's report on Maths to Curriculum Committee  
This will take place at the September meeting
    - (ii) Evening sessions for parents  
This has been referred for consideration by the new SLT
7. **Co-option of new governor**

Following a meeting with Mark Back and Wendy King, Garry Meyer had been invited to attend the meeting and was asked to introduce himself and say what he would bring to the Governing Body. He then left the room while the governors considered his application. MB and WK recommended his co-option and all governors were in favour. He was therefore welcomed as a full member of the Governing Body.

## 8. Headteacher's Report

The review of the School Development Plan 2014 – 2015 had been circulated before the meeting with governors being asked to consider it carefully with a view to identifying areas where progress has been made / where work has still to be done. and therefore the implications for priorities in the coming year.

WK reminded the governors that the evaluation of the SDP was made against the success criteria set for the year. Working with the Link Governors on core areas had not proved as successful as last year. This will have to be addressed in 2105 – 2016.

She pointed out that, at the governors' request, qualitative as well as data based success criteria had been established and evidence for evaluation was drawn from a range of sources (e.g governor visit reports).

WK gave a presentation on the end of year data (attached), making the following comments:

- The end of year data shows a really good year in attainment and progress
- Early Years shows a steady increase across the last 3 years in the percentage of children reaching expected levels and in those exceeding expected levels
- The picture is similar in KS1 although there has been a dip in phonics which CK will be investigating
- KS2 is also showing a steady increase over Levels 4 and 5, with only maths in level 4 decreasing. However, the impact of the targeted work in maths with high achieving students has resulted in a significant increase Level 5 maths which it is anticipated will be in line with national figures
- Percentages in expected progress are above the national average for 2014, while those for above expected progress have increased in reading and very significantly in maths. Writing does not show the same improvement but the Talk for Writing project is still in progress
- The gap in attainment between PP and non-PP children is closing but there is still a lot of work to do. There is evidence that the gap in Early Years has increased slightly and Jo-Anne Gibson will be looking into this
- Last year, progress and attainment throughout the school had been inconsistent both in subjects and across classes. This year, it was generally good and outstanding in every subject and across every class. There is real evidence of success in meeting learning needs
- WK warned that the new curriculum will make higher demands
- A tracking system re quality of teaching has been in place for 4 years with an increase across that time from 76.2% to 85.2% of good and above teaching overall. This is based on lesson observations and WK warned that this cannot necessarily be correlated with the figure for assessed good teaching over time. Asked why there was so pronounced a dip in the Early Years teaching, WK explained that the 2015 figure is based on only 3 members of staff, one of whom was observed to require improvement. The next lesson observed was good
- Effective assessment procedures have had a significant impact on the improvement of teaching in KS1
- Key Ofsted issues are being well met
- Attendance, while improving, is still low and a cause for concern. With 4 weeks to go before the end of term, it is possible that holidays taking children out of school

could cause a real dip in percentages. The Curriculum Committee will be looking at the new guidance from the LA on this and working on the school's approach to the issue

The number of children with absence below 80% has fallen significantly to 16, 12 of whom are travellers. Asked if the other 4 are of the same family, TG, Link Governor, undertook to find out as part of ongoing investigation into trends and strategies

- Parents' views are increasingly positive with 98% saying they would recommend the school
- Pupils' views continue to be positive and compare very favourably with those across the LA. A slight dip was fully investigated by the Curriculum Committee
- Feedback on behaviour is very positive. However, there is a group of 5 boys with whom a lot more work needs to be done
- Slide 24 identified other key issues to be taken into consideration
- WK reminded the governors that it is their responsibility to identify priorities and problem areas, but not to try and solve them – that is for the SLT and the staff

## **9. Agree priorities for 2015 – 2016**

The governors split into groups for discussion on priorities. On reconvening, the following suggestions were made:

- Attendance: "this is going in the right direction but we are not on top of it: "consider allocation of funding for someone to work on attendance and welfare"
- Behaviour: "specifically targeted at high tariff children but with awareness that this will trickle down"
- Writing: "keep focus, maintain and build on progress"
- Assessment "will be key, particularly with the removal of levels"
- Mastery Curriculum
- Closing the Gap

Martyn Giddens was asked to work on these priorities with his Senior Leadership Team and bring a draft School Development Plan to the September meeting, which will, in turn, be ratified at the following meeting after the publication of Raise-on-Line data.

## **10. Report on Growth Mindset**

KS-B reported that pupils had been interviewed with a view to assessing their understanding of the concept of Growth Mindset. She explained that some of the younger children had found some questions quite difficult and their answers were contradictory and did not give a clear picture of their understanding. Older children fared better and it was clear that they do generally have an understanding and awareness of the concept and were able to talk about it in a meaningful way.

Asked to nominate superstars in the challenge zone, they readily picked pupils who, while they might not achieve highly, nonetheless put a lot of effort in and do not give up.

KS-B is confident the Growth Mindset culture is growing and stressed the importance of continuing to use the language

#### **11. Minutes of sub-committees**

These had been circulated and matters arising requested

#### **12. Matters arising from sub-committees**

Governors asked the following further questions:

- What is happening about the LA guidelines on dealing with unauthorised holidays (Curriculum 25/6/15)?  
This will be a main item for discussion and decision on the agenda of the Curriculum Committee to be held on 8th October 2015. Teresa Goble, as Link Governor for attendance will be asked to attend the meeting
- Members of that committee were asked to bear in the mind that parents should be made aware of reasons for any change
- Asked whether it is economical to impose and collect fines, it was explained that, should it be agreed, the school would simply initiate the proceedings with the LA; from then on, the LA would deal with it

#### **13. Governors' Visit reports**

These had been previously circulated and were noted by the meeting. The following questions / comments were made

- Re Early Years provision (7/7/15), LW had been encouraged to see the successful inclusion of two children with very high needs
- TG expressed concern that, while good progress is being made over the integration of children in the Launch Pad into mainstream classes, some children were having difficulty in finding their way. Teachers are very aware of the need for inclusivity, but there is still work to be done. Ali Davis is very well aware of this and is working on the issue
- Safeguarding continues to be sound. RD reported that a revised letter had been inadvertently replaced by a former version. This had been noted and rectified

#### **14. Training**

There were no reports of attendance at courses.

Governors were again urged to keep a close eye on what training courses are on offer and to make an effort to attend appropriate courses if at all possible. This is something that is an important part of the commitment to being an effective governor and is given increasing weight in assessing the effectiveness of a governing body.

#### **15. Dates of meetings for 2015 – 2016**

Dates for the first half term only had been circulated. Each committee will discuss their own dates at their first meeting. The dates for the FGB meetings will be decided by the Head, Chair of Governors and Clerk to Governors, taking into account availability of individual governors as indicated at the meeting.

## 16. Chair's correspondence

MB reported that Tim Chittleburgh and Joyce Owen (former governors at Bevendean) had been approached to see if they would be interested in becoming Associate Members with the brief of being available to serve on panels should they be required. TC had replied that he would; JO has not yet replied. The Governors approved Tim Chittleburgh as an Associate Member.

## 17. Clerk's matters

- The September meeting will include items on e-mail addresses, CVs for governors to go on the website, skills audit
- Membership of committees will be agreed at the September meeting. Currently the Curriculum Committee is short of members. RJ and TG both indicated their willingness to serve on this committee

## 18. A.O.B

On behalf of the governors, Mark Back presented Wendy King with flowers and a card and warmly thanked her for all she has done for the school over 7 years. The school has improved enormously and this is due in very large part to the amazing work that Wendy has done. She will be very much missed, but he wished her all the very best in her new venture.

## 19. Date of next meeting: Thursday 24th September 2015.

There being no further business the meeting closed at 6.15 pm

| Action  | By                | Person responsible |
|---|-------------------|--------------------|
| Draft SDP based on agreed priorities to be presented to FGB                       | September meeting | MG and SLT         |
| Skills audit to be on agenda  | September meeting | GHR                |
| Updates re anticipated maths results for this year be brought to future meetings  |                   |                    |
| Consideration to be given to conducting evening sessions for parental involvement | When appropriate  | MG and SLT         |
|   |                   |                    |