



Present: Katie Blood (HT), Stephen Berry (Chair), Rupert Bagilhole (Vice Chair), Ian Beggs, Fr Martin Morgan, Francesca Urquhart, Jane Gray

In attendance: Fiona Keeling (Deputy HT), Tom Way (Clerk)

Apologies: Fiona Graham

Quorum: 7 out of 8 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and DHT are highlighted in **bold**.

1. Welcome / apologies for absence and declarations of interest

The governing body accepted the apologies of FG.

There were no declarations of interest for this meeting.

2. Minutes of FGB meeting held on 08.02.18, Informal meeting 25.04.18

The GB agreed that the minutes were an accurate representation of the meeting.

The following actions have been met:

08.02.18

- The Inclusion Lead has provided a Pupil Premium report on the school website
- A Review of Governance has been carried out with Jenny Barnard-Langston
- Monthly outturn figures were passed on to the Chair and resources Vice Chair for review at the previous resources committee meeting
- Previous action 2.9 (*SB to identify training priorities and Chair to liaise with Kitty from Community Works on corresponding training availability*) agreed to be removed as no longer relevant
- The Clerk has confirmed that the resources committee terms of reference and scheme of delegation are saved on the school system
- The Clerk has published the teaching & learning committee terms of reference on the school website and confirmed that it is saved on the school system
- The HT has sent the attendance policy to the Clerk to forward to governors for review and approval



- A data summary report was constructed and presented at the previous T&L committee meeting
- The HT confirmed SV's letter regarding parent's events dates and provisional parent's quiz and curry night and passed to the Clerk to forward to governors/confirm via email
- SB reviewed the governors section of the school website
- The HT has forwarded London Road Action Team meeting dates to the Clerk to send to governors
- SB has sent the Clerk the Governor Finance Requirements to forward to all governors
- The Clerk has amended the vice chair term of office from one year to two years on the standing orders, and it was agreed that the structure of governors is to remain as it currently stands
- RB has contacted LC directly about their resignation and associate governor status
- The Clerk has updated governor records with RB's new term of office as vice chair
- The HT has reviewed the draft resources committee minutes and confirmed with the Clerk
- The Clerk contacted SB confirming that the school has a budget decrease of 27% in the school forum report
- The Clerk sent the KCSIE document to all governors to read part one and confirm they have done this, and the Clerk has updated the corresponding records
- The Clerk located and sent a current list of training dates to all governors

25.04.18

- The Clerk has notified governor support that SB has been elected as chair
- The Clerk and the HT have collated governors' availability and set meeting dates for the next school year

Matters arising, not otherwise on the agenda:

- A brief discussion was had around the ongoing action regarding fundraising proposals (see action 2.3 below)
- A brief discussion was had around the ongoing action regarding a benchmarking report (see action 2.4 below)
- A discussion was had around the general topic of governors training and booking courses

ACTIONS

- 2.1** Clerk to resend school policy review schedule document to the HT for final verification
- 2.2** SB to work on Health & Safety checklist with Senior Leaders – **ongoing**
- 2.3** FrMM to produce a plan of fundraising proposals – **ongoing**
- 2.4** SB and School Business Manager to meet and produce benchmarking report – **ongoing**



- 2.5** Any governors requiring assistance accessing their school accounts to contact the SBM – **ongoing**
- 2.6** FU and SB to complete Safer recruiting training and pass certificates on to Jess Evans, RB to retrieve Safer Recruitment certificate to pass on – **ongoing**
- 2.7** Clerk to retrieve governor training records from governor support and pass any safeguarding certificates to Jess Evans and look into constructing school records if required
- 2.8** HT to send potential governor's school visit day dates to Clerk to send to all governors – **ongoing**
- 2.9** Review of standing orders in September to address potential vice chair vacancies when a new chair is elected – **ongoing**

3. Data Update

The DHT presented the data report and provided a breakdown of the Yr6 statistics and a three-year profile of the class.

- Writing is currently at 10% below ARE and the writing was moderated this year as part of the Local Authority programme. The DHT advised that there are still a few government expectations to be met due to the school focusing on making the subject more enjoyable and encouraging the children to learn, but that these can be met fairly quickly as soon as they become a main focus. The DHT advised that we will be able to look at the executive summary at the next FGB meeting to get a better view of progress trends over a longer period of time.
- Maths is at 82% which is above ARE. The HT advised that there are not as big discrepancies between different areas results this year as there had been in previous years. The HT and DHT advised that teaching expectations and goals have been paced well and there has been a focus on encouraging the children to believe in themselves achieving the results. RB highlighted the fact that Writing progress had been greater than Maths looking at the class's KS1 results (Writing: 43% - 68%, Maths: 70% - 82%) and that this is also a significant achievement.
- The Combined school result of 50% is an improvement on the previous result of 34%. The HT and DHT advised that EMAS pupils require extra support with the Reading papers, and that there is a slight cultural barrier for these pupils regarding the content of these papers.
- Reading is at a good standard at 73% (ARE is 75%).

FrMM commented that large improvements have been made with the results being brought up to an acceptable standard and that the school has done well. The HT advised on particular issues for next year concerning the next cohort and potential ways of dealing with this.



The HT advised that The Reception class were moderated and the record of achievement books were considered outstanding, and they will be used as a model for other schools.

The HT provided an overview of the Yr 2 results.

- Yr2 have raised standards, and the HT advised on future cohorts that may be challenging.
- The Phonics results are lower than most in the authority but the school were pleased with the progress made. The school will be looking at how to improve upon this. The challenge is monitoring Phonics issues that aren't tested on again in the future.

FrMM asked if resources were an issue for working on Phonics, and the HT confirmed that they were, and that although the school will have another TA soon they could do with additional support. FrMM commented that TAs seem to be spending the majority of their time with individual pupils and asked if there was a way to get more help to other children. The HT advised that the aim is to move away from TA classroom activity and towards TAs working outside of class with small groups of pupils and focusing on particular areas of improvement that have been identified. The HT also advised that the other solution would be to increase the numbers of pupils attending at the school as this would allow for greater funding, and that overall it would be better to have more money and staff in the school. FrMM asked if it would be best to focus on increasing pupil numbers at the school. SB advised that there is a problem with overcapacity in Brighton & Hove, and the HT agreed this was a problem, however, the HT also advised that there are currently more children in the school's catchment area so this may not be such an issue and that we can focus on raising pupil numbers at the school. FrMM advised that they would review the school banner with the HT.

4. Committee Reports

Resources

SB asked if there were any questions concerning the content of the minutes, and there were no questions from governors.

SB confirmed that they had been working on the budget with the SBM, and the HT advised that the approved deficit is £27,000, though it may amount to less than this. The HT also advised that the school has managed to find money for an additional morning TA until April 2019. The DHT advised that the school is careful about hiring new permanent staff that may not be affordable in the long run, and that the current preference is to hire staff for fixed periods of time.

RB commented that given the general academic picture with the school's recent maths score of 82% and the huge improvements with the school's financial situation it should be



recognised that the HT and the school have done very well to rectify these areas. It was also highlighted that the Strategy Board have recognised that the school had a clear vision for improvement with the HT in position and that they have invested in the school as a result.

Teaching & Learning

RB highlighted that the T&L committee were presented a fantastic Maths report from Helen Banks, and that this was another illustration of the changing ethos of the school and its overall improvement. The HT advised that Mandy Watson from the Strategy Board believes that the school has improved significantly and that the staff have more confidence now.

5. Budget

It was agreed that the budget had been addressed in item 4.

6. Feedback from Governor Training/School Visits

FU and RB advised that their reports had been addressed at previous T&L committee meetings.

7. Urgent business not on agenda

The HT provided a draft set of the next school year's governor meeting dates, and there was a brief discussion around this and possible flexibility with the dates. The HT asked if governors would have a look at the dates and feedback if there were any issues before Tuesday 24th July.

SB requested that the HT reiterate the governors thanks to all school staff for their hard work over the past year.

The meeting closed at 6.29 PM

Signed[signed copy kept in school office]...Chair of Governors

Date.....

The next FGB meeting will be on Thursday 18 October 2018 at 6.00pm