



FGB Meeting Minutes 21 March 2018 PART ONE

Present: Elaine Joyce, Victoria Abbott, Adam Boshoff, Carol Edmans, Dewi ab Iorwerth, Anna Sanders, Steve Turnbull, Andrew Turner, Aaron Twaits.

In attendance: Pam Langridge (Clerk) Sara Cox (Deputy)

PROCEDURAL MATTERS

Apologies

Apologies were accepted from Giles Bedloe.

Declarations of Interest

EJ declared relationship to school staff member.

CE declared married to ST.

ST declared married to CE.

Matters to be raised

None.

ENSURING ACCOUNTABILITY

Acceptance of the Minutes

Agreed.

Any Non Agenda Issues

EJ has been advised that putting paper on top of school radiator covers is safe to do so as long as the vents / grills are not obscured.

Governors were advised that some radiator covers are in a poor state of repair. Quote to replace all is c£8.5k. [School to decide which covers to prioritise then set up a rolling program for replacement.](#)

Updates from The Chair

None.

STRATEGIC MATTERS

Head Teacher Report

Governors were advised that the woodlands school and duck hatchings have really enriched the children's learning experience.

Governors were advised that the school have successfully appointed an office team member and an LSA for 121 support for a child new to the school.

ST asked what are phonics books? Phase 2 letter and sounds.

EJ asked if the school have a good balance of phonic books and 'look and say' books. The SLT agreed a two-pronged approach was important but there was a gap in resources of the lower level phonics books that requires addressing.

It was suggested the school look at Reading University; Heath's Books and CLPE for new resources once an audit has been undertaken and a budget agreed.

Year R

It was noted there was a difference between the classes. Governors were advised this was due to teacher assessment and an increase in moderation is now in place. AJT asked how teachers responded and was advised positively.

ADT queried the difference in gender for Art & Design and it was agreed this should be looked at.

EJ asked are the PPG & SEND in one class? 2 in one class, 1 in the other.

It was noted that physical ability has improved from previous year.

CE asked what is the attainment summary data telling Governors? The school would like 40 - 60 at 80%.

AJT asked if we could have annual comparable data on next report to see trends.

EJ asked do you have any concerns that the YR children will not make good progress by end of the year? No.

It was agreed EJ would write to The Mill Medical Practise to address the issue of parents providing medical evidence of visits to the doctor to support absenteeism.

Year 1

AJT asked about Class 2 and was advised that the new teacher is less familiar with the statements and her year partner has been on sick leave. SLT will support more moderation and training and data will be more rigorous for Spring 2.

Governors asked what girl friendly resources looked like. AB suggested the set-up of a school shop with rewards tokens as currency run by the pupils.

Year 2

Data is more positive than last year. Governors asked about the difference in performance between the classes and were reminded one of the classes has experienced 4 different teachers since September. The weakest area is maths and SC has been teaching some of this subject area.

Two teachers returning from MAT leave will receive training and support as neither have year 2 experience.

Governors were advised the school have invested in Rising Star resources which offer standardised testing to pupils which can be compared with national data to help bench mark performance. Teachers welcomed new initiative. Costs £700.

EJ asked what was in place to support core children in maths. It was agreed teachers needed to prioritise which groups to target as important now to look at those children on the cusps.

Governors were advised new school meal provider, Innovate, will start after the Easter holidays which is positive in light of the proposed closure of Green Oak school where meals are currently prepared.

CE asked about the exclusions and was advised they were temporary for two children for 1.5 days each. The school have met with the parents. Follow some feedback from families the school will carry out an informal interview with all pupils around their reception of what happens when they seek adult assistance to sort out conflicts

EJ asked if there were any Yr 2 play leaders? Not currently.

OFSTED Debrief

Governors were advised the draft report had not yet been received by the school. Governors thanked EJ for all her hard work and input.

Governors passed on their thanks to all the staff for handling the inspection so positively and engaging with the process.

Governors were advised the inspection was very professional and staff had a positive experience. The school SIP came into school to support during the inspection.

CE asked who funds the SIP? You can purchase through a SLA, however confederation schools have employed their own shared SIPP on this occasion which is beneficial as has knowledge of area and local schools and costs efficient.

AJT asked how much information does an inspector receive prior to a visit? They have access to the website, ASP reports, SSES, 6 months of FGB minutes. The school prepared a folder with additional documents / evidence.

DabI suggested the SLT now carry out a post assessment review. VA advised this has already been completed.

It was agreed the school now has the opportunity to be innovative with the curriculum. Governors look forward to hearing the proposals and ideas from the SLT.

It was agreed once the results of the inspection are public governors should draft a cover letter to go out to parents to inform them and thank them for their support.

GDPR Working Party

School raised concerns over costs of giving staff remote access rather than using USB sticks.

Data needs to be audited.

School to appoint a Data Protection Officer or one could be appointed for the Confederation.

Governors were encouraged to read the 12 steps on the Information Commissioner Office website:

<https://ico.org.uk/media/for-organisations/documents/1624219/preparing-for-the-gdpr-12-steps.pdf>

Working party (CE, GB & AB) to include Carolynne Ballard.

Safeguarding / LAC

Nothing to report

OTHER MATTERS

Governors discussed the proposed closure of Green Oak School. Three children have already transferred to Moss Lane from there.

AB asked if Moss Lane would be able to benefit from any of the school's resources if it does close

Strategic Governor Links

AB has booked onto Data Protection Training

EJ data protection webinar.

AB visited YR and Early Birds group.

AJT visited to discuss data with VA.

ADT visited woodland school.

Governors were reminded to complete a visit report.

Update on Cooperative Trust

Governors were advised a new timetable has been issued with a date of September 18.

EJ has contacted another cooperative trust to meet with them to discuss their experience of the process and outcomes.

EJ attending conference next week, feedback to follow.

Governors need to formally agree the notion which will be included in next meetings agenda with exact wording. Clerk to send letter to invite SCC to next meeting using template provided.

SFVS Submission

ADT to meet with NR to complete.

School website annual check

Carried out in September for CE and Ofsted inspection covered in February. Next due September 18.



CONFIDENTIAL MATTERS

None

MEETING REVIEW

Governors have a clear understanding of pupil progress and attainment across the year groups.

NEXT MEETING Wednesday 25 April @ 6.15pm