



An Daras Multi Academy Trust

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Head Teacher – Ms Claire Bader
Chair of Governors – Miss Michelle Roberts

25/03/19

Minutes

Local Governing Advisory Board; Coads Green School; Spring Term

Monday 25th March 2019/6pm start at Coads Green School

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

1. **Welcome and Apologies**

Present: Michelle Roberts (Chair), Robert Crowther (Vice Chair), Jan Bartlett, Marina Pridham, Oliver Stephens, Claire Bader (Head Teacher)

Apologies: Carolyn Marshall

In Attendance: Clerk

2. **Declarations of Interest Relevant to this Agenda**

No interests declared relevant to this agenda.

3. **Confirm Minutes of LGAB Autumn Meeting (19th Nov 2018) and Matters Arising**

None. Minutes were accepted as a true and accurate record of the meeting and the Chair signed a copy.

4. **Confidential Agenda Items**

A staffing item was covered at the confidential minutes.

5. **HT's Report**

CB provided report previously and it was noted that everyone is working hard to secure better outcomes for the pupils. **MR challenged the 94% attendance and whether it is across the school or down to persistent absence over a period of time?** CB explained the background and the Chair explained the issues, noting that one of the issues picked up on the last OFSTED inspection was attendance, but with small numbers of children it only takes one prolonged absence to make an impact on the attendance figures.

Visits from the Improvement Officers have been positive. Deborah Saunders has picked up positive progress in Maths and English. MR noted that the school has received a training grant from DfE for CPD and emotional well-being coaching. The plans for the new outdoor classroom were discussed. MR thanked the Head for her comprehensive report and thanked all the staff for their hard work on improving the outcomes of the children.

6. **Attainment and Progress (including PPG/GDS)**

OS confirmed that practice SATs papers have been sat at KS1 and KS2, and the results are looking promising. Writing PPG data will be adjusted due to new pupils.

7. Improvement Plan Update and Progress

CB will email visit reports from improvement officers to governors to keep them up to speed with progress as this is linked to the school improvement plan. The chair discussed monitoring and lesson observations.

8. Safeguarding

Safer recruitment was discussed under item 4. Jan Bartlett will be the lead governor for safeguarding and TM will source an on-line safeguarding training course.

9. Vision/Ethos and Curriculum Discussion

On non-pupil day on 7 June, teaching staff will discuss the curriculum. The Chair explained the outline of the new OFSTED framework; intention, implementation and impact of the curriculum. Governors will be informed at the next full meeting. CB and governors content that the school vision is still current.

10. School Sessions/Timings and Term Dates

School is compliant with the number of annual sessions.

11. Working Group Feedback

Spring term working group with JB, OS & CB:

- Internet issues resolved, website currently being updated.
- On-line safety filtering is in place with new providers, no reporting of any misdemeanours or filtering issues.
- GDPR policy circulated. A MAT wide review will take place in the summer term.
- S175 will be completed prior to 1 April and JB will be involved with this.

Next working group will cover PPG and PE impact with CB, MR and CM.

12. Visits

Summary of Visits for Spring Term

- Stakeholder related visit – RC – report submitted, governors discussed accessing funds to improve reading books.
- Improvement/data related visit – MR –Improvement Officer reports were discussed. MR noted that there is a difference between SPAG and writing, and this needs to be narrowed. Maths is lower than hoped but overall good improvement is being made across the school.
- EYFS Visit – MP – observed class learning, spoke to children.

Summer term visits will include a safeguarding visit by JB and an improvement/data related visit by MR.

13. Any Other Business

It was noted that CM needs to complete governor training. TM will ascertain if there are any simple on-line GDPR courses available? JB will conduct an on-line safeguarding course.

TM notified governors of forthcoming training – Improvement Plan Monitoring 1st May (ADMAT Session) and PPG session with CEO in June.

As the LGAB currently has no parent governors, and no volunteers have come forward, it was decided to change RC's appointment to a Board appointed parent governor.

The governors discussed parent feedback and the fact that parents do not seem to know who the governors are. Information on the governors will be included on the school newsletter on a regular basis and TM will provide a template of this information.

Action: All governors to provide short bio and a photo for this newsletter (All).

The Chair updated the governors on any other matters raised from her meeting with the MAT CEO?

- Budget looking healthy and should not be a need for further staff cuts.
- GDPR is being reviewed across the MAT.
- School data was discussed.
- A safeguarding concern was discussed.

14. DONM

Date for Summer term full Board confirmed as Monday 24th June 19 at 6pm at CG.

Meeting closed at 7.35pm.

Toni JH Martin
Governance Officer

Distribution List:

Michelle Roberts – Chair/Co-opted Governor	Oliver Stephens – Staff Governor
Robert Crowther – Vice Chair/Co-opted Governor	Claire Bader – Head Teacher
Marina Pridham – Co-opted Governor	Brian Jennings – ADMAT Board of Directors Chair
Jan Bartlet – Co-opted Governor	Will Hermon – CEO
Carolyn Marshall – Co-opted Governor	