

Barlby Community Primary School

Minutes of Full Governing Board Meeting held on Wednesday 27th November 2019 at 6.00pm

Present

Mr P Boyes	-	Parent Governor
Mr M Walker	-	Parent Governor
Mr A Durling	-	Parent Governor
Mr G Stockill	-	Co-opted Governor
Mrs S Richmond	-	Co-opted Governor
Mrs B Dowdy	-	Co-opted Governor
Miss S Owen	-	Staff Governor
Mrs J Baker	-	Headteacher

In Attendance

Mrs L Richardson	-	Clerk
Mrs M Hall	-	SBM

1. Welcome & Apologies

- Mrs R Cannon, Co-opted Governor – double booked meetings
- Mrs L Clark, Co-opted Governor – due to work commitments
- Mr J Sykes, Parent Governor – due to work commitments
- Miss J Millican, Parent Governor – due to work commitments

Governors agree to apologies

2. Confidentiality & Declaration of Business Interests

- Confidentiality reiterated
- No new declaration of business interests

3. Any other business to be agreed

- Mr Walker's term of office

4. Minutes of meeting held on 2nd October 2019 & matters arising

Agreed that the minutes of the meeting of the Governing Body held on 2nd October 2019 be signed by Chair as a correct record

Matters Arising

2018/19

6) Mr Durling has completed Prevent renewal training. Item Closed

13) SDP is an agenda item. Item Closed

14) Governors attended a meeting to review SEF. It was a good meeting. Chair thanks everyone who attended. Item Closed

2019/20

15) Mrs Richmond to send 360° document to Chair of Governors. Item Closed

16) Information from 20 questions still to be compiled.

17) Outstanding information to be sent to Mr Durling who will then compile results and email to governors.

18) Awaiting results of skills audit

19) Mrs Clark met with PE subject lead. Item Closed

20) Mrs Dowdy attended GSIN meeting. Item Closed

21) Mr Boyes to attend Chairing GB training in March

22) Mrs Dowdy & Mrs Clark attended school to review SCR. Item Closed

23) Mr Boyes was unavailable to attend H & S meeting in November, will attend next visit when arranged. Item Closed

Q - One of policies we are to review today states that an annual statement report is sent to parents, do we still need to do this?

A – School to check whether this is a requirement.

Governors agree it would be nice to send an end of year newsletter to parents from governors to summarise items from SEF & RAG

5. Confidential minutes of meeting held on 2nd October 2019 & matters arising

- Governors agree to move this agenda item to end of meeting

6. Curriculum Policy Committee update from 16th October 2019

- Minutes of meeting were sent to governors prior to this meeting
- Data inconsistent as some was missing
- Action plan written
- Some subject reports were brief, and format was tricky. Mrs Dowdy & Miss Owen have reviewed format to ensure easy to follow and same for all subjects. Miss Owen to present to staff at meeting on 13th January. Headings from Ofsted framework now used. More detailed reports mean more accountability and ensures that staff know their subject enough ready for a 'deep dive'
- Subject reports are shared with governors annually
- Actions to be emailed to staff by SBM and include deadline for completion by next Curriculum meeting

Mr Durling arrives at 6.15pm

7. Governor Safeguarding Report

- ***See confidential minutes***

8. Headteacher's Report

- RAG not yet available. Assessment week has just finished, results will be used to update RAG. To be emailed to governors before end of term

9. School development Plan (RAG)

- Not yet available

10. Governor Skills Audit analysis

- To be emailed to governors once completed

11. 20 Key Questions analysis

- To be emailed to governors once completed

12. Self-Evaluation form

- New document updated under new framework
- Jill Stubbs, School Advisor has reviewed it
- Our SEF is 14 pages, we understand that some schools have only 3 pages. Headteacher to receive copies of these and it will be interesting to see what they have included and what items are included on ours but not theirs
- Items in red show what we need to do to improve further. Governor visits should be used to monitor the progress in these area
- Governors SEF meeting was useful. Due to budget limitations not all staff were represented at this meeting, but we will endeavour to do so next year

13. Governor training/visits

GSIN meeting

- Mrs Dowdy attended the GSIN meeting
- Governors were given details of the new Ofsted framework, including new headings & 'deep dives'.

Main changes are: Ofsted are going back to meeting with staff 1:1 to discuss their subjects; It will be a 2 day inspection; Governors need to be aware of all subjects and not just Maths & English – they inspect a wider curriculum.

There will be definite 'deep dives' in SEND, PP & Early reading.

All Section 5 inspections are 2 days – this is for schools who were reported as good at the last inspection. The judgement cannot change during this meeting, if inspector thinks that the grade should change then they will return again within 18 months – 2 years for a Section 8 inspection.

Q – How long were we between inspections last time?

A – 3 years

Inspectors will look at children's books and may then go back and speak to the children about what they have seen. It would be good if governors were to do this now, so everyone knows what to expect. Governors could join staff in a pupil conference which will also include a book scrutiny.

Q – What will governors be expected to be looking for?

A – There is a criteria check list available. Governors will need to make sure they are seeing progression and the use of correct vocabulary for the children's age. These can be completed for all subjects

Q – How often?

A – Maths, Literacy and SEND need to be termly

- Discussed skills audits & what GB needs
- Discussed progression and how to advertise for new CofG. York CVS may be a good place to look
- Keeping Children Safe in Education (KCSiE) – Ofsted may question governors on this document

Headteacher appraisal meeting

- This took place yesterday – all good, no issues to report

School Advisor

- Jill Stubbs visited yesterday and was very complimentary about the school

Q – Any specific area of school?

A – She was particularly impressed with our inclusion. She also commented on our creative and wide curriculum, which shows that we are one step ahead of Ofsted. She also commented that our cultural capital was well on the way

- She was impressed with what we are doing around Forest School

Q – When does this start?

A – Some is already underway with certain children including a Forest School after school club

Q – Where does it take place?

A – Within school grounds

We are arranging a big camp for the summer term and governors will be welcome to get involved. It will be Friday to Saturday, 1 night only at Barlow Common

14. Health & Safety

- None

15. Correspondence

- None

16. Any other Business agreed at beginning of meeting

- Mr Walker's term of office ends March 2020, therefore we will need to hold a parent election after Christmas.
Mr Walker would be interested in filling our LA Governor vacancy. Clerk to make enquiries as how we would do this

Staff leave meeting at 6.45pm

5. Confidential minutes of meeting held on 2nd October 2019 & matters arising
Agreed that the minutes of the meeting of the Governing Body held on 2nd October 2019 be signed by Chair as a correct record

Matters Arising

- None

Meeting ends at 6.50pm