

Minutes of the meeting of the Governing Body of Shirley Community Nursery and Primary School held at school on Thursday 16 July 2015 at 6.30pm

Present: Revd Adams, Mrs Gale, Mr Grenz (GB Vice Chair), Mr Henderson, Mrs Leach (Head), Ms Meynell, Mr Saunders, Mrs Simoes, Mr Smith (GB Chair), Mrs Went, Ms Winsemann-Falghera.

Visiting: Mrs Kidney (Deputy Head), Mrs Marsters (Deputy Head). In attendance: Miss Owen (Clerk).

*Mrs Taylor visiting for item 1.4

The Clerk advised the meeting was quorate, as more than 50% of the current membership, excluding vacancies, was present.

1. Standing items

1.1 Apologies for absence

Ms Fox (holiday), Mrs Cook (family commitment), Mr Ferguson (work commitment).

Revd Adams proposed, Mr Grenz seconded the apologies should be accepted. Agreed by all.

1.1a Approval of Mrs Nicole Went as an appointed Parent Governor

The Chair and Head met with Mrs Went prior to this meeting. As no nominations had been received during the previous parent governor election process, the Chair said he wished the GB to consider appointing Mrs Went as a Parent Governor. Mrs Went has a child in Year 1. The meeting discussed this suggestion. The Clerk confirmed pre-appointment checks had been undertaken.

Mr Smith proposed, Ms Meynell seconded that Mrs Went be appointed as a Parent Governor. Agreed by all.

*Mrs Went was then invited in to join the meeting. Introductions were made.

1.2 Declaration of Interests (standing item)

No direct or indirect interests were declared in items on this agenda.

1.3 The Register of Pecuniary Interests 2014 - 2015

All present have previously signed the register.

1.4 Presentation by Revd Adams and Mrs Taylor on the updated objectives in the Single Equality Statement

Revd Adams and Mrs Taylor have met to revise and update the original Single Equality Statement produced by the GB for the school and the objectives within the Statement. It has an additional title of Equality Policy.

They discussed their outcomes with the meeting, noting that equality and diversity is key to the school's ethos. The Statement contains nine principles that epitomises the school's approach to equality. The updated objectives reflect the school's commitment to equality. The Equality Objectives set for 2015-2018 that will be reviewed on an annual basis in the Autumn terms 2016-18 are:

- Promoting equality of opportunity
- Eliminating unlawful discrimination, harassment and victimisation
- Fostering good relations between different groups
- Promoting community cohesion

Revd Adams and Mrs Taylor explained how the objectives would be monitored and reviewed; noting that quantitative and qualitative data relating to the implantation of the Statement will be collected and analysed and adjustments made as appropriate. In particular, data will be collected and analysed in relation to achievement, broken down as appropriate according to disabilities and SEND; ethnicity, culture, language, religious affiliation, national origin and national status; and gender.

In answer to a Governor's question, Mrs Taylor said monitoring of data and outcomes would ensure all vulnerable groups have the opportunity to progress. The Head explained that with levels being removed, ways of measuring progress are changing and noted that as the Statement moves towards its current conclusion in 2018, certain phrases e.g. 'meet and exceed' may not be apposite. Governors noted the use of the Stonewall pupil voice questionnaire was an excellent opportunity to allow pupils to express their views, and thereby set a benchmark by July 2016 and then use this to set targets up to 2018.

A Governor discussed the opportunities the ESOL cafe, run by the school, gives the school to engage with parents from different ethnic communities and respond to issues. The meeting noted it is essential the school represents all groups in the community. Governors agreed diversity is a strength of the school and is for all groups; this reflects the principles within the Statement.

The Head noted the school is planning to raise the number of visitors coming into school that are representative of different communities. In answer to a Governor's question about how the actions within the Statement can be kept 'active', Mrs Taylor said they would feed into the reporting process to the GB, and an equalities action plan will be produced that will come to Governors. The 'parent friendly' Equalities leaflet, produced by the school, will be reviewed. The meeting agreed that consistency across all areas must be ensured. Revd Adams will provide regular updates to the GB, and suggested reporting on progress in regard to the examples of practice within the school (*note: these are in italics in the Statement*) would be helpful for Governors.

The Chair thanked Revd Adams and Mrs Taylor for their preparation of the updated Statement and objectives.

Revd Adams proposed, Ms Meynell seconded that the Equality Policy 'Equality Information 2015' (Single Equality Statement) and objectives be adopted. Agreed by all.

2. Minutes of the last meeting held on 7 May 2015

One typo was noted (page 5: insert 'budget' in Resources Committee report)

Ms Winsemann-Falghera proposed, Mr Grenz seconded the minutes should be approved. Agreed by all.

2.1 Matters Arising

➤ The GB Self Audit is a later item on the agenda.

3. Headteacher's Report

The Head discussed points within her report.

The Head discussed staffing arrangements for the new academic year. Mrs Bingham has been appointed as Bursar. Interviews were held for a finance assistant today. No appointment was made. The position will be re-advertised in September.

The school has held several theme days this term: Mr Saunders came in for GRT Day; the children hugely enjoyed his visit as it enabled a fuller understanding and awareness of the Traveller community. A French Day and a Science Day were also very successful. KS1 and KS2 Sports Days also took place and showed great teamwork and positive competition.

A national Reading Recovery Award, awarded to the school, was presented on 26 June in London at UCL. The Head, Reading Recovery teacher, a Governor and representatives from the school's volunteers, together with 4 children accompanied by a parent, attended. The Head noted the school's gratitude to the support it has from the Reading volunteers.

The Mayor will visit next Tuesday to present prizes to two winners and two runners-up (in Year 6 and Reception), for their success in a local Council competition to design a poster to highlight the problems of dog fouling.

The Head said congratulations must be given to Year 6 staff and children for wonderful leavers' production. Governors who attended the performance said they had been very impressed.

Induction and transition arrangements were discussed: the Head thanked Governors who had attended the Welcome Evenings for Nursery and Reception parents.

The Report on the school's use of Pupil Premium (written by an LA advisor) was discussed. The advisor came in to meet the Head and Mrs Kidney on 11 June. The Head explained the use of Pupil Premium, to accelerate the achievement of vulnerable groups of children, is a major focus for Cambridgeshire LA. The school's use of Pupil Premium has been used to illustrate this area when it has been discussed at recent Heads' and Governors' Briefings.

Key Stage 1 outcomes June 2015 (cohort of 60 pupils)

Reading Level 2C+ = 90% (2014 national average 89%)

Writing Level 2C+ = 82% (2014 national average 85%)

Maths Level 2C+ = 88% (2014 national average 91%)

Out of a cohort of 60 pupils, 80% achieved Level 2C+ in reading, writing and maths combined. This compares to 55% in 2014.

The Head said she was extremely pleased with the improvement in levels of attainment in reading, writing and maths, when compare to 2014 and previous years. The KS1 results exceeded the projections that had been given in regular updates to the GB throughout this year. Attainment at 2C+ and 2B+ is more in line with, or close to, the national average. Level 3 increased across all areas in 2015, compared to 2014.

The meeting discussed the gaps between pupil premium and non-pupil pupils in Reading, Writing and Maths, as given in the Head's Report. The overall numbers of pupils achieving Level 2C+ in all three areas of Reading, Writing and Maths is 64% (pupil premium pupils) and 89% non-pupil premium pupils. Therefore, the gap is 25%. The Head said the school recognised that there are gaps in attainment between pupil premium and non-pupil premium children and the school will aim to close these over the next few years. However, early analysis of progress data, indicates that pupil premium children make as good progress as non-pupil premium children. The Head noted that SEND pupils in Year 2, without a Statement, had achieved the lowest results. The boy/girl results fit the national picture.

The overall percentage number of pupils achieving the threshold of 32/40 marks in the Phonics screening check was 71%. This is lower than 2014 and 2013. The pass mark was set at 32/40 (as last year). In answer to a Governor's question, the Head noted contributory factors to this result included issues of poor attendance and issues of phonological awareness. Fourteen percent of pupils eligible for the Phonics check had been absent or had been disapplied. The school is undertaking a research project, centred

on phonological awareness, with the Faculty of Education in September. They will be working with a group of 15-20 pupils. The Head said the school is very pleased to be invited to take part in this research, as it could be very beneficial to the children on the project and have more long-term benefits for a wider number of children.

Key Stage 2 outcomes July 2015 (cohort of 59 pupils)

Reading Level 4+ = 93% (2014 national average 89%)

Writing (teacher assessments) Level 4+ = 75% (2013 national average 83%)

SPaG Level 4+ = 69% (2014 national average 76%)

Maths Level 4+ = 86% (2014 national average 86%)

Out of a cohort of 59 pupils, 75% achieved Level 4+ in reading, writing and maths combined. This compares to 78% in 2014. The 2014 national average was 79%. The floor target is 65%.

Progress of the 2015 KS2 cohort

Pupils making 2 levels or more progress in reading = 98% (2014 outcome was 95%; 2013 national average was 91%)

Pupils making 2 levels or more progress in writing = 98% (2014 outcome was 100%; 2013 national average was 93%)

Pupils making 2 levels or more progress in maths = 95% (2014 outcome was 96%; 2013 national average was 89%)

The Head said the school is pleased with the improvement in attainment in Reading at L4+ and with the numbers of pupils who made expected or better than expected progress. Writing, SPaG and attainment at Level 5 are areas to continue to work on next year.

The meeting discussed the outcomes of 2015, compared to the school's 2014 outcomes and to the national averages of 2014. Governors noted how outcomes had compared satisfactorily to the accuracy of the updates given to the GB throughout the year. In answer to a Governor's question, the Head said the 2014 national mean has not yet been published

The difference in outcomes between pupil premium and non-pupil premium pupils was discussed: the overall number of pupil premium pupils achieving Level 4+ in all 3 aspects was 70%, and 79% non-pupil premium pupils. The Head said gaps between pupil premium and non-pupil premium pupils are evident in the KS2 outcomes; however, these are 10% or below.

The Head said a close analysis of this cohort had noted particular challenges for this year's KS2 pupils. When the current Year 6 pupils took the KS1 SATS, 57% achieved Level 2+. Therefore, to raise the overall 2015 outcome at Level 4+ to 75%, demonstrated that progress is better than expected.

In reply to a Governor's question, the Head said that attainment in KS1 is rising, and progress in KS2 indicates strength in all areas. A Governor asked how the school intended to improve attainment in SPaG. The Head said this is recognised as an area for improvement, starting with phonics in KS1 and then feeding into KS2 work of SPaG areas. Teaching of spelling will be a major focus in Year 6 next year and will be led by a Year 6 teacher. A Deputy Head noted SPaG links closely to writing and grammar. A Governor asked if children found writing problematic, whether the phonetic-based elements of SPaG proved helpful. In answer, the Head said the use of language is not always helpful when it comes to the application of SPaG in writing. The meeting discussed the projections for SPaG, compared to the actual results. A Governor noted that 39% of pupils achieved Level 5 in SPaG; this matched the May updated projection of closer to 40%. The updated May projection of closer to 75% of pupils achieving Level 4+, when compared to the actual outcome of 69%, indicates this is an area the school needs to address. The Head said whilst this was in line with the projections, the SLT agreed this is an area in which the school needs to make a positive impact. Progress in this area will be reported to the Standards Committee.

Mrs Marsters gave an update on attendance to the meeting: Summer term A attendance percentages, when compared to the previous years, appears more positive. Whole school statutory school age attendance in summer A was 93.1%: an increase of 0.8% on last year. The school continues to operate without an EWO (Education Welfare Officer). One meeting has taken place this term with a representative from the EWO service, resulting in a case being presented to the Attendance Panel. One action is due before court this term, for poor attendance. Eight penalty notices (fines) have been issued on the school's behalf, for families taking unauthorised absences in term time. Twenty-seven warning letters have been sent to families, reminding them of the risk of receiving fines for unauthorised leave of absences. Mrs Marsters noted the effect of an outbreak of illness in school in summer term A that continued into summer term B. In answer to a Governor's question about how the school is maintaining its drive to raise attendance, Mrs Marsters said the school is continuing to work with targeted groups. This is done by class teacher meetings and attendance buddies. The newly introduced token economy also contributes in rewarding excellent attendance.

The Head discussed the numbers of recorded racist and homophobic incidents this year. In answer to a Governor's question, the Head confirmed reporting and recording systems are in place and all staff are aware of the reporting process.

Pupil exclusion data during this year was discussed. In answer to a Governor's question, the Head said that whilst exclusions occur across all year groups there had been fewer exclusions in upper KS2 this year. The Head noted the Specialist Teaching Service is to hire accommodation within Shirley Centre and is setting up a hub from September to support children who are temporarily out of school. A Governor noted that whilst this is not directly related to children at this school, the ethos of inclusion fits with the aims of the school. The Head said this letting would benefit the school from the income raised and the proximity of expert advice, if needed. The school will have to be vigilant with the timetabling of other groups within the Centre and groups currently using the specialist service's accommodation will have to be housed elsewhere in the building.

The meeting discussed how the GB's support had helped to improve the attainment of the school's pupils. A Governor highlighted the KS outcomes, and suggested the stepped change in achievement had been generally held. 78% of KS2 pupils had achieved Level 4+ in Reading, Writing and Maths in 2014, with 75% achievement in 2015. The meeting discussed how better progress could be secured. The Head said the Writing Audit in 2012 had resulted in proactive measures being put in place and said the KS1 results demonstrated an increase in the attainment of the cohort that was very pleasing. The benefits of the implementation of the Audit's recommendations moving through the school during the past two years could be evidenced by the KS2 Reading and Writing results. A Governor asked if the decreased carry forward in this year's budget would impact on the intervention groups. The Head said that in terms of interventions, no significant changes were planned and no interventions would be cut because of the budgetary position. A Governor asked if the school had been disappointed with attainment in Writing, when considering the funding spent on this area. The Head said this remains an important area to work on. As stipulated by the DfE, measuring progress by using levels is disappearing this year. Challenges of attainment remain for certain year groups and, despite the best efforts of the school, inevitably there will be some lower attainers. The Head then described typical outside factors that may negatively contribute to a child's learning. The meeting discussed how pupils perceive writing itself. The Head said SPaG will be a feature of staff training, with a Year 6 teacher leading on SPaG, and an emphasis on spelling across KS2. SPaG will be prioritised within the curriculum and will feature on a regular basis. The Head said an improvement in spelling needs to take place. Mrs Kidney said it may be helpful for Governors if an analysis of the SPaG test was undertaken, with the spelling element included, and also with the spelling element removed, and then compare the resulting percentages. A Governor said she would look at this when she next undertakes a curriculum visit. In response to a Governor's question, the Head said she would examine the Year 2 phonics results, as there appears to be variance with the total of FSM and non-FSM pupils. In conclusion, the Chair said it is a pleasing report; progress is moving forward, for which the Head and SLT are to be congratulated but the need remains to make further impact.

4. SDIP Update

The Head will present a draft of the 2015-2016 SDIP, containing the school's priorities for the forthcoming year, at a meeting in the Autumn term. The Head noted her reports to Committees contain elements of the school's RAPS, so Governors can assess the progress and attainment made against targets set in the Action Plans. The school's overarching priorities for 2015 – 2016 are:

- **The quality of teaching** to be good or outstanding.
- A review of the systems of **summative assessment** that links to end of year expectations
- To continue to focus on barriers to learning for **SEND pupils**, in order to improve this group's levels of achievement.
- **Attendance and punctuality** will continue to be closely scrutinised.
- **Develop children's learning behaviour:** by encouraging resilience, independent learning, better well-being and changing mind-sets.

5. Chair's Report

The Chair discussed points in his report. The Chair noted the GB had formally re-constituted in January 2015 as required by DfE. The GB remained at 15 Governors, comprising eight co-opted governors, four parent governors, one LA governor, one staff governor and the Headteacher. The Chair detailed the sessions he had attended and encouraged other Governors to attend training and other opportunities whenever possible.

The Chair said he was pleased to note the support of the Headteacher and the Senior Leadership Team, who continue to provide a great education for the pupils. The school continues to receive a number of awards and recognition for the work it does in equality and diversity, in narrowing the gap for groups of pupils, and in key interventions.

The Chair discussed the GB's commitment to continuing school improvement, by the previously agreed release of funds from the carry forward to support improved learning of the school's pupils. The two identified areas were strengthening the SLT, so that it could support all the teaching staff to become outstanding teachers and the second was to improve areas of the physical environment for the benefit of all the pupils.

The Chair said the budget this year is proving much more challenging. The GB has approved a budget that maintains the GB's continued commitment to improvements. However, the budget will require close scrutiny as this financial year progresses.

The Chair cited the many ways Governors contribute to the school. These include carrying out of the duties of being named Governors with particular responsibilities; attending Parent Group meetings; attending various school events including assemblies; interacting with Team Shirley; participation in the Monitoring Groups; making visits to the school; service on Committees. The Chair thanked all Governors for their hard work and input to the school. The Chair said he wished to record the Governors' appreciation of the efforts of the Head and SLT in making this a very successful year for the school.

6. Safeguarding

The Chair noted the Safeguarding Governor was unable to be present at this meeting. The Head said the LA's Safer Recruitment Report had been circulated with papers for this meeting. The Report is confidential. The Head discussed outcomes and said an action plan has been drawn up to address particular areas highlighted for development. The Safeguarding Governor will continue to monitor the Action Plan.

7. Approval of the Annual Child Protection Monitoring Report

The Chair noted this is an annual duty for Governing Bodies. The Head discussed areas in the monitoring report. In answer to a Governor's question about esafety, the Head said age-appropriate films were shown during the school's esafety week. The Head said she and the Safeguarding and Child Protection Governors had met on 16 December 2014 to undertake the annual audit of the school's Child Protection files.

Revd Adams proposed, Ms Winsemann-Falghera seconded that the Annual Child Protection Monitoring Report be approved. Agreed by all present.

The Clerk will send the approved Annual Monitoring Report to the ECPS.

8. Annual monitoring reports from named Governors

Child Protection

The Child Protection Governor said she had come into school along with the Safeguarding Governor to carry out the audit of the files on 16 December 2014. As these two areas interlink, she will continue to work, in tandem, with the Safeguarding Governor.

Health and Safety

As the Health and Safety Governor was unable to be present, the Chair directed Governors to the report that had been circulated in advance of the meeting. The Chair noted areas highlighted in the Report. These included Fire Safety, Health and Safety Inspections; accidents and incidents at school; training; and annual safety/maintenance checks. Priorities for next year include: possible fire awareness training for staff; reviewing the fire policy; VDU assessments for office staff; review risk assessments.

Equality and Diversity

The E&D Governor outlined the ways in which the school had promoted equality and diversity through the last year e.g. assemblies, visits by members of ethnic communities. The E&D Governor said these occasions gave an insight to gauge how children are thinking about equality and diversity. These activities have all underlined the school's ethos of inclusion and it had been an exciting year.

Safeguarding

The Chair noted the Safeguarding Governor had sent apologies for this meeting; however, items relating to this area had been taken earlier in the meeting. The Chair said that he was in agreement with the Child Protection Governor that Safeguarding is a part of Child Protection. Issues raised in both areas are concerned with the safety of children and how children are protected. The meeting agreed with these comments and agreed that Safeguarding and Child Protection are carried out, when appropriate, as a joint area.

The Chair wished to record the GB's thanks to the named Governors for their input into these important areas.

9. Governor Monitoring Groups

Writing

The Lead Governor discussed a visit she had made recently. She had been very impressed by the high level of animation and excitement about Forest Writing she observed in Year 1. She observed highly motivated writers, both boys and girls, linking their writing to their morning outdoor learning experience. It would be helpful to assess, through data analysis, how much positive impact this has on boys' writing. Next year, the monitoring group will make visits across the year groups to see how spelling is being taught. The use of data analysis, to establish how specific gaps are being closed, will also be considered. Individual cohorts have gap-closing targets, which are considered as proactive by the school, not reactive. In answer to a Governor's question, the Head said that the non-ability to talk in sentences, inhibits writing.

SEND

The Lead Governor was unable to attend the most recent meeting, so another Governor from the monitoring group gave feedback to the meeting. A Governor from the SEND monitoring group had visited Mrs Marsters to monitor SEND and the introduction of Target Tracker. Training on this is to be delivered in September. Target Tracker will supersede Pupil Tracker. It is a key priority to raise attainment for SEND pupils. Mrs Marsters had discussed the latest available data. Targets set in the Autumn term will be monitored throughout next year. Maths and English targets will be linked to SEND. One of the training days in September will focus on aptGO. This is an LA initiative that audits the effectiveness of SEND provision within schools.

The Inclusion Support Manager has attended training on new procedures for supporting children with additional needs and for applying for Educational Personal Health Care Plans (EHIPs). This is particularly important as, if an EHIP is returned, the school has to wait for six months before re-applying. The Chair noted the importance of this training, in light of the reduced funds available in the budget. Mrs Marsters explained it is a phased transfer process for pupils with Statements, to EHIP status.

Curriculum

The Lead Governor has visited to explore IPC topics and how single subjects are taught, as opposed to being taught as an integrated topic. The importance of making learning exciting, and children's interaction with learning was noted. The Lead Governor was particularly impressed by the enjoyment and engagement of children with their learning, the varied visual stimulation, and how much valuable talk and discussion is promoted. She particularly enjoyed the session in Year 1, watching volcanoes explode. The visual reminders of the school's focus on learning are displayed very well in school e.g. attendance boards. There is much to be looked at in the curriculum over the next year. Mrs Kidney was thanked for her organisation of the visits the Curriculum Group have enjoyed this year.

Maths

The Lead Governor noted that her planned meeting with the Lead Maths teacher this week was cancelled. However, previous meetings had demonstrated that groups are on track for meeting most of their targets. During the past year, the Lead Governor has met with Miss Foneska after assessments had been set every term. Whilst the KS1 and KS2 results are in the Head's Report for this meeting, the Lead Governor has not yet had the opportunity to meet with the Lead Maths teacher to discuss the outcomes of specific targets in detail. Challenges with some pupils with SEND in Year 5 were noted.

The Chair thanked all Governors concerned for their input into the work of the monitoring groups and asked for the GB's thanks to be passed to the staff members involved.

10. Data Governor

No report is available yet, as the KS2 results have just been received. The Data Governor has met with Mrs Kidney this week to look at data. The Data Governor will report to the next meeting of the Standards Committee. It was noted there are now new objectives relating to Equality and Diversity that need to be monitored. Monitoring of the objectives across the year groups, from Reception to the end of KS2, will need to be carried out. The need to monitor, and how to monitor in line with national averages, was noted. The Head noted the analysis of attendance data is also of importance, as it impacts on pupil achievement data.

11. Parent Group

The meetings this year have been welcomed by parents. It is hoped that a wider parent audience will attend the meetings next year. The third Governor newsletter of this year has been sent out recently, celebrating the school's year and thanking all parents for their support. The next meeting will be held in September and will focus on Outdoor Learning.

12. Policies to be adopted by the GB

Pay Policy: the Chair noted that this Policy is scheduled to be reviewed at this point in the year. The current Policy was adopted in December 2014, and Annex 7 was adopted in March 2015. There are no changes to record.

The Head said there are likely to be significant changes to come next year; a new model Policy from EPM will be expected in due course.

Mr Smith proposed, Mrs Simoes seconded that the Pay Policy should be adopted. Agreed by all.

Statement of Internal Control: the Chair of the Resources Committee said the Resources Committee had reviewed the Statement. It demonstrates appropriate financial controls are in place and presented as fit for purpose.

Mr Grenz proposed, Ms Meynell seconded the Statement of Internal Control should be adopted. Agreed by all.

Best Value Statement: the Chair of the Resources Committee said the Resources Committee had reviewed the Best Value Statement. It demonstrated the school is taking the correct actions to obtain the best value from funding for the school.

Mr Grenz proposed, Ms Winsemann-Falghera seconded the Best Value Statement should be adopted. Agreed by all.

Positive Behaviour Policy and Practice Policy: this Policy was discussed in detail by the recent meeting of the Standards Committee. Mrs Kidney presented the new policy and appendices. These reflect the ethos of the school and how the school aims to develop positive skills through positive behaviour practice. The Statement of Principles had been used by Mrs Kidney and Revd Adams to underpin the Policy. Mrs Kidney discussed the appendices with the meeting. Official guidance from the LA and DfE is important to include as appendices, as clear guidance is given that is important to state in the Policy. In answer to a question from a governor, Mrs Kidney said she understood the Policy contained the most recent official guidance, however, she will check this point. Mrs Kidney explained other contributions to the school's Policy e.g. members of the Inclusion Team visited a local school that specialise in behaviour issues to study their policy. The appendix on strategies and consequences are representative of the school's ethos.

The aim of the school is to teach children about how to respond to what they do not know, and how to progress through difficulties they may encounter. Effort, rather than inherent ability, is a reason for praise. Learning is a struggle for some children and praise shows the child that adults recognise she/he is trying to learn, develop, and think about their actions. Changing growth mindsets are vital to improving self-esteem, self-development and consequently, a child's learning. Personal goals are referenced in the IPC. The aim is for a child to develop their own positive behaviour, through their own endeavours and a growing mind-set, rather than adults managing behaviour. The use of instructional language was discussed as a way to enable a growth mindset.

Staff training has taken place; there is an emphasis on staff actively developing strong relationships with all pupils. Through teaching Behaviour as a specific subject and using circle time etc, opportunities arise for positive praise. Specific praise and instructional language are being developed with staff involved with midday supervision. Training for the whole staff is ongoing about the development of a growth mindset; promoting the positive value of trying hard, and of making mistakes, and struggling. A Governor noted it is also the responsibility of the staff to build positive relationships. Another Governor suggested practice of a growth mindset might be helpful for Governors.

The meeting agreed this Policy reflects the inclusive ethos of the school and expressed encouragement for growth mindsets.

Ms Meynell proposed, Revd Adams seconded that the Positive Behaviour Policy and Practice be adopted. Agreed by all.

Safeguarding and Child Protection Policy: the Head said this is the latest model Policy from the Education Child Protection Services. For Governors' information, changes to the previous policy are highlighted in red, the text in yellow are elements that are personalised for the school. The Head noted updates and new inclusions: a reference to radicalisation is included. The meeting discussed a point in the Policy concerning the prevention of unsuitable people working with children. An obligation is in place for staff to sign a declaration that they are not disqualified from working with children, and have no association with a person living or working in their home who has been disqualified from working with children. In answer to a Governor's question about a positive response, the Head said a member of staff would be immediately temporarily suspended and the case would be referred to Ofsted for investigation. This scenario has not arisen at this school.

Revd Adams proposed, Mr Grenz seconded the Safeguarding and Child Protection Policy be adopted. Agreed by all.

13. British Values

A Governor discussed points from training she attended with the meeting. This subject is linked to the Government's Prevent agenda that is aimed at preventing radicalisation in schools. The DfE says schools should present British values as democracy, mutual respect, tolerance of difference and individual liberty and the rule of law. The DfE document will be circulated to Governors. There was a wide-ranging discussion in the meeting about how British Values are promoted and how mutual respect and tolerance of different faiths can be best engendered. Governors noted there were links to the curriculum to promote British Values e.g. individual liberty and the rule of law, in the history curriculum. The Head noted citizenship is taught in Primary schools. A Governor suggested the possibility of books about democracy for the school library. A Governor suggested aspects of British Values link to the Positive Behaviour Policy.

The meeting agreed the need for children to have a pupil voice is essential. Governors agreed acceptance is key for children. In practice, this links to giving children a voice in the school council. In conclusion, it was agreed that Revd Adams will continue to liaise with Mrs Taylor about the promotion of British Values. Mrs Taylor will act as the link to feedback to staff about curricular links.

14. Approval of the updated objectives within the SES

The Chair noted this had been taken at an earlier point in the meeting.

15. Committee Reports

Standards: the Committee Chair noted the minutes from the meeting of the 19 May had included discussions about Baseline Assessment, Closing the Gap and the benefits of extended schools provision. The meeting on 23 June had discussed the pupils' enjoyment of the newly-introduced Token Economy. The themed GRT, French and Science Days had been very successful; the Writing moderation visit to Year 6 teachers had been very positive and Mrs Kidney has undertaken Target Tracker training, prior to

it being introduced to all the staff. The Committee had also been given details of the school's partnerships. The meeting had discussed the KS1 outcomes, which were very pleasing. The lack of an EWO was a concern. Mrs Marsters then reported to the GB that she has been told this week that the school will have the loan of a visiting EWO from September. The meeting agreed this was a positive step in achieving attendance targets.

Resources: the Committee Chair reported that the meeting on 1 July had concentrated on the budget, in light of the diminished carry forward, with an emphasis on the school's numbers e.g. the Nursery running only one session a day from September. The proposed premises projects of the development of a sensory garden, and refurbishment of the Early Years outdoor areas had been discussed in detail. A surveyor has reported that the outdoor area in the Early Years is not draining properly, which prohibits the full use of the outdoor area for learning and play activities. Three quotes have been sought and received for this work and also for the development of a sensory garden. The Head said an extra fund raising initiative, similar to that for the Activity Trail, might also be undertaken by the school.

Whilst the Resources Committee had agreed with the reasons for undertaking these projects, the Committee wanted to bring the proposals to the full GB for a decision. The Committee Chair noted the Bursar has said the school may expect to receive additional Pupil Premium funding and, whilst this is welcome news, the need remains for Governors to carefully consider proposed financial commitments. Whilst the Committee remains optimistic, it is very early in the financial year to be able to see the future direction of the budget. The proposals are a later agenda item.

Development Group: The GB Chair reported that the Group had discussed staffing changes, the KS1 and KS2 results and the use of Pupil Premium.

15.4 Approval of Premises Projects

The GB Chair said this item has been put to the meeting by the Resources Committee for consideration and a decision by the GB. The GB Chair said this was a proper way to proceed; all Governors should have the opportunity to comment on the proposals, as this year's budget is tight and the proposed projects will impact on the budget as it currently stands. The Head discussed the projects. The school's Property Manager is managing the projects and produced a specification that went out to tender, with the aim of operating the project in two phases, to manage the costs. The Early Years area is not draining properly; this means staff cannot do the outdoor activities they want to with the children. After heavy rain, the Early Years area is covered by compacted mud. The sensory garden development would be an excellent addition to enhance children's outdoor experience. Three quotes were received that ranged considerably. A quote of £23,000 was judged to be the best value. The company had agreed to split the project at no extra cost. The Early Years groundwork would cost £8,400 and can be completed in the summer holiday. Team Shirley have kindly offered £2,500 for equipment for the refurbished area. In answer to a Governor's question, the Resources Chair noted that currently, there is no indication of an overspend in the budget, and there are indications of an early building of the carry forward. Governors discussed the school's commitment to Forest Learning and how important this is for the children. A Governor asked if more income from lettings could be found. The Head the specialist teaching service letting would bring in extra income and lettings enquiries were always explored. The numbers of children with Statements was discussed; an additional Statement is attached to a child coming into Reception in September. Governors discussed whether there were any areas with additional funding that could be utilised. The GB Chair noted the Bursar had reported that extra Pupil Premium funding is coming in. A Governor expressed concern that a financial commitment by Governors would only leave a contingency of £7,000 - £8,000 in the budget, at this point and asked when the drainage work could be carried out if the GB decided not to proceed. The Head said this would mean the next window for the work in the outdoors Early Years area would be Easter, as the type of work could not be carried out in the winter. The Head said there is a risk attached to a financial commitment; however, teachers think the outdoors area is extremely important to the children's learning and are keen to have this project underway. A Governor asked about the progress with replacing the taps. The Head said there had been an initial replacement of one tap and further replacements are being put on hold, to see if the initial replacement works satisfactorily. The Resources Chair said if an unexpected premises issue arose e.g. the gates failed, then the school would have to find the repair costs from within the budget.

The GB Chair suggested a prudent way forward may be to start with one project and carry out the second project at a later date, when the situation of the budget carry forward was more evident.

Mr Grenz proposed, Mr Smith seconded that the drainage project work proceeds in the summer holiday, with the sensory garden project to be undertaken at a later date. Ten Governors voted in agreement with the proposal, one Governor abstained. The GB Chair wished it to be recorded that the drainage project is within budget, it does not use all the available contingency and, at this point, the benefits outweigh the cost.

16. Equality and Diversity

The meeting agreed this item had been covered earlier in the meeting.

17. GB Self Audit from CGS

The GB Chair had circulated a proposed draft reply, prior to this meeting, for Governors' comments. A Governor asked if the audit could be circulated earlier next year, this would allow the GB to grow through undertaking it as a group exercise. This would provide an excellent opportunity for a growth mindset exercise for the GB as a whole. A Governor asked if the Audit demonstrated sufficient challenge by Governors: if a school is presented as well run, then there is all the more reason to challenge this assumption. A Governor said there needed to be more time given over to discussion of the Audit and a certain time for focus could be found e.g. in the Standards Committee. The meeting discussed agreed revisions to the Audit. The GB Chair will circulate the revised Audit for any final comments before submission to the LA.

Mr Smith proposed, Mr Grenz seconded that the agreed, revised Audit should be submitted. Agreed by all.

The Clerk will submit the Audit to CGS, depending on any further comments.

18. Proposed meeting dates 2015-2016

Ms Winsemann-Falghera proposed, Ms Meynell seconded the proposed 2015-2016 meeting dates be approved. Agreed by all.

19. Training and Development

In response to a request from the GB, CGS can offer a training session on Safeguarding on Thursday 22 October at 7pm. Governors agreed this date was suitable. The Clerk will confirm with CGS.

20. Membership of the GB

As Mrs Went has been appointed by the GB, all Parent Governor offices are now filled.

CGS are aware of Mrs Simoes leaving the GB at the end of term. (This is an LA Governor vacancy).

OSGS are still seeking a suitable candidate for the remaining co-opted vacancy.

The GB Chair has emailed a proposed candidate for the co-opted vacancy. He is awaiting a reply.

21. Correspondence

No items.

22. Any other business

The GB said goodbye to Mrs Simoes, who leaves the GB at the end of this term, due to family commitments. The GB Chair thanked Mrs Simoes for her input to the school.

With Mrs Simoes' departure, the GB agreed Ms Fox and Mr Henderson should undertake the HTPM training, if willing.

23. Date of the next meeting

Thursday 24 September 2015 at 6.30pm.

This meeting ended at 9.05pm. The GB Chair thanked all for their input this year.