

**Minutes of the Full Governing Body meeting  
held on Tuesday 8th November 2016 4pm at the school.**

**Present:**

Mrs Crawford Usher ( <i>until 5.45pm</i> )	Headteacher
Mr Clark (Chair)	Foundation Governor
Mrs Rowlinson	Foundation Governor
Mr Wright	Foundation Governor
Mrs Millar	Foundation Governor
Mr Dunn	Foundation Governor
Mr Warren	LA Governor
Mrs Isted	Parent Governor
Miss Woodhouse	Staff Governor

**In attendance:**

Mrs Phillips (*until 5.45pm*)  
 Mrs Snow (*until 5.45pm*)  
 Miss Shaw (*until 5.45pm*)  
 Mrs Jones (*until 6.10pm*)  
 Mrs Rees-Porter (*until 5.45pm*)  
 Mrs Bryant (*until 4.55pm*)

**Clerk:**

Mrs S Wallis.

	ACTION
<p><b>1. Opening Prayer.</b> The meeting commenced after prayer.</p>	
<p><b>2. Apologies for Absence.</b> Apologies were received and accepted from Mr Sewell.</p>	
<p><b>3. Declaration of business interests.</b> Mr Dunn updated the business interest declaration form.</p>	
<p><b>4. Governing Body Issues</b>  Mr Warren was unanimously appointed Vice-Chair.  The Chair will be meeting with the new Reverend this week and will discuss how he wishes to proceed with the Foundation</p>	

<p>Governor vacancies.</p>	
<p><b>5. Minutes of the previous meeting.</b>  The Minutes of the meeting of 3<sup>rd</sup> October 2016 were agreed as an accurate record of the meeting and signed by the Chair.</p> <p><b>Matters arising:</b>  The Ofsted Ready bespoke training is being organised with other local Schools and Governor Services.</p> <p>External Science moderation has been done as requested by the Governors at the last FGB.</p> <p>The Governance section of the School Plan is to be finalised by the Chairs of Committees at a meeting scheduled for the 22<sup>nd</sup> November.</p>	
<p><b>6. Review School Plan.</b></p> <p><b>Spotlight 1: Leadership and Management</b>  The Headteacher went through the benchmarks in the School Plan. Pupils books were shown to provide evidence of progress.</p> <p><b>Spotlight 2: Behaviour and safety</b>  86% of lessons have a Good level of behaviour for learning. The focus is on one class.  There have been no bullying allegations brought to the Headteachers attention.  The number of instances of poor playground behaviour is decreasing.</p> <p><b>Spotlight 3: Quality of teaching</b>  Support is in place for those not above requires improvement yet. This will be monitored in the Pay and Personnel meeting next week.</p>	
<p><b>7. Assessment</b></p> <p>Miss Woodhouse led a presentation on how measurements are used across the School</p> <p><b>Q:</b> Is the Phonics test a useful tool to highlight where there are problems?  <b>A:</b> The data will tell us what we already know. The School picks up on problems through internal means.  <b>Q:</b> How will we compare Key Stage (KS) 1 to KS2?</p>	

<p><b>A:</b> We are now comparing an average point score with a national average score. This makes it difficult to predict future results. In School, we are measuring attainment and progress.</p> <p><b>Q:</b> How do we know what stage a child is at if they join from another School?</p> <p><b>A:</b> We are given an emerging/expected /exceeding description. This covers a wide range but we are also given the Child's books which gives us more detail.</p>	
<p><b>8. SEND</b></p> <p>Mrs Bryant led the presentation on SEND attainment, progress and interventions for the year 2015-2016. Books were shown to demonstrate how progress is identified and evidenced in books.</p> <p><b>Q:</b> Was the data what you were expecting from the Children?</p> <p><b>A:</b> Yes, although some did better than expected.</p> <p><b>Q:</b> Is it a usual trend that maths results are better than English?</p> <p><b>A:</b> It is fair to say that writing is more challenging.</p> <p><b>Q:</b> Is there a gender difference?</p> <p><b>A:</b> No, not last year.</p> <p><b>Q:</b> How is the funding for special resources financed?</p> <p><b>A:</b> Pupil premium is used – this is all recorded.</p> <p><b>Q:</b> Do you feel you have sufficient funding for the resources required?</p> <p><b>A:</b> If there was more funding available we would be able to spend it, but there is not much funding available. Teaching Assistants (TAs) are the best resource used. Before we make a purchase, we do a lot of research to make sure it is going to make a positive impact.</p> <p><i>4.55pm Miss Bryant left the meeting.</i></p>	
<p><b>9. Data Overview</b></p> <p>Miss Shaw gave a snapshot on attainment for 2016 along with progress and targets for next year in EYFS, Phonics and KS1.</p> <p><b>Q:</b> Do the numbers include the SEN pupils? They would lower the averages.</p> <p><b>A:</b> Yes they do and it depends on the child as to their progress and attainment. The important thing is that they are all tracked well and supported.</p> <p>Mrs Rees-Porter led the presentation on predicted progress this year in reading, writing and GPS for each year group. The</p>	

<p>Governors were informed of the actions being taken to improve reading and writing skills this year. Books were distributed to the Governors to demonstrate progress.</p> <p>Skills have been identified from the national curriculum and put into a grid for each year group to make it easier for the Class teachers to identify progress.</p> <p><b>Q:</b> what if a child doesn't master all the skills in a grid?  <b>A:</b> They can't move on until all the skills have been mastered.</p> <p><i>5.45pm Mrs Snow, Mrs Phillips, Mrs Rees-Porter, Miss Shaw and Mrs Crawford Usher left the meeting</i></p> <p><b>KS2 Maths</b></p> <p>Mrs Jones gave the presentation. She talked about how the School will be improving progress this year.</p> <p><b>Q:</b> What about the higher achievers?  <b>A:</b> We can make sure their explanations are good enough in their answers.</p> <p>Skills have been Identified from the national curriculum. Skills are re-visited each term.</p> <p><b>Q:</b> How often are learning walks?  <b>A:</b> Every 2 weeks – as there is a focus on maths at the moment. The Headteacher and Deputy Headteacher also walk around the School every day checking on all aspects.</p> <p><i>6.10pm Mrs Jones left the meeting.</i></p> <p>The Governors were impressed with all the presentations and information given. It was particularly useful to see the Children's books. The Governors would like to see how the actions being taken will impact progress.</p> <p><b>ACTION ONE: Feedback to be given at the next Data meeting</b></p> <p>Governors requested that all the presentations given this evening be emailed to them. Copies are held with these minutes.</p>	<p>SLT</p>
<p><b>10. PP and Interventions</b></p> <p>The Headteacher emailed the details to the Governors. A copy is held with these minutes and is uploaded to klz for the Governors.</p>	
<p><b>10. Safeguarding Review</b></p> <p>The Chair had reviewed the safeguarding register prior to the meeting with the Deputy Headteacher.</p>	
<p><b>11. Ofsted Ready</b></p>	

<p>Governors are to meet on the 22<sup>nd</sup> November to discuss the information Mr Warren received on the training. Mrs Rowlinson is to attend the same training this week. Governors will then meet with the SLT on 13<sup>th</sup> December.</p>	
<p><b>12. Policies</b>  The Safeguarding Policy has been reviewed and updated to reflect the revised 'Keeping children safe in education' guidance from the Department of Education.</p> <p>The Sex Education Policy has been reviewed and updated.</p>	
<p><b>13. Correspondence.</b>  None.</p>	
<p><b>14. Any Other Business.</b>  Governors were reminded that Monitoring Visits are to link to the School Plan. Miss Woodhouse can link Governors to the subject leaders if Governors are unsure who to contact.</p>	
<p><b>15. Confidential matters.</b>  None.</p>	

The meeting closed at 6.15pm

Dates of next meetings:

- Monday 5<sup>th</sup> December 2016 4pm (Data)
- Monday 16<sup>th</sup> January 2017 7pm
- Tuesday 21<sup>st</sup> February 2017 4pm (Data)
- Monday 20<sup>th</sup> March 2017 7pm
- Monday 15<sup>th</sup> May 2017 7pm
- Tuesday 11<sup>th</sup> July 2017 4pm (Data)

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_