



Minutes of the Governing Body Committee Meetings at Edleston Primary School.

Date	Thursday 30 th June 2016 at 3:30 p.m.
Present	Mrs Bagni, Mrs Tomkinson, Miss Humphries, Mrs Hardwick, Miss Szymura, Mr Flood, Mr Eagney In attendance: Mrs Ollier (Clerk to the Governors)
Apologies	None
Absent	Mrs Vickers, Ms Salt

Main points of discussions

1. Apologies for absence

- a. As above

2. Introduction of new Governor

- a. Mr James Eagney was welcomed onto the Governing Body and introduced to the Governors. Mr Eagney is a co-opted governor and is Head of English at South Cheshire College.

3. Register of interests

- a. None to declare

4. Correspondence

School was notified by the School Governance team that they had written to Mr Flood to ask if he would like to be for nomination for reappointment as LA Governor at Edleston Primary School. Mr Flood has since replied and confirmed that he would like to be nominated.

The next meeting of the appointments panel is on Monday 4th July 2016.

5. Minutes of the previous meetings.

Mrs Ollier will e-mail a copy of the last meeting minutes to Mr Eagney.

Actions noted from previous minutes	Feedback
Amended budget papers to be sent to governors with the minutes from the full Governing Body meeting	Budget papers have been updated and Governors have had a copy
Code B to be used if a pupil is a hospital in-patient	School have not had an instance of this since last meeting. Will re-check next time pupil is an in-patient
Hate Crime one minute guide to be downloaded and displayed on the staff room safeguarding wall.	Hate Crime one minute guide is now displayed on the staff room safeguarding wall.
Check gritting is in place and that details are displayed outside school and are visible to all when gritting is needed	Gritting is in place and details are displayed outside school and are visible to all when gritting is needed
New shop opposite school doesn't currently have a bin outside. Mr Flood will check with the shop and enquire if this can be remedied	Mr Flood spoke to the staff in the shop and they now have a bin outside

All actions have been completed.

The minutes of the previous meeting of the full Governing Body held on Thursday 10th March 2016 were agreed by Mr Flood and approved by Mrs Bagni. Miss Humphries signed the minutes.

6. HT report

Governors had read through the report prior to the meeting. Mrs Bagni drew governor's attention to the following points:

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KS2 results will be released to schools on 6th July.

KS1 results - Due to the interim assessments, attainment at KS1 has dropped.

Percentages at expected are as follows;

Reading = 63%

Writing = 53%

Maths = 57%

Science = 67%

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Phonics pass mark this year is 32 and 80% of our current year 1 achieved a pass mark.

All children in year 2 who didn't pass the test last year have now passed. School currently has 1 child in year 3 who hasn't passed the phonics test.

Page 3

Attendance is currently 96.9% Miss Szymura congratulated the school on these figures.

Governor Question: What is the schools policy now on fining parents for leave of absence and if we are not fining parents how are we addressing this?

In answer - Holidays in term time are currently unauthorised but school is currently unable to fine. This may change in the future following national developments. Parents are positively discouraged and asked not to arrange holidays during term time due to the detrimental effect on a pupil's attendance record and attainment.

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The Foundation Stage results this year are 67% at a good level of development overall. This is an increase of 14% from 2014/15 and is on an upward trend.

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This is the data this year from autumn until Easter 2016.

School has subscribed to STATs online which is a new assessment system. Using this school will be able to pinpoint exactly where each child is in each core subject. This system is seen as being a more accurate measure of progress. All teachers have had a look at the system and agreed.

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Mr Kruze is leaving us at the end of the summer term and will be replaced by Mrs Martin-Rhind [who covered for Mrs Astles when she was on maternity leave]. School is delighted to welcome her back and she knows the schools policies and procedures. Included in the headteacher report are actions taken by school and the impact they have had on the learning and development of our pupils. This will be included as an item on every Headteacher report.

7. **Holding your school to account training feedback [EH]**

Miss Humphries attended a "Holding Your School to Account -Challenge and Support in Practice" for Governors in May. Mrs Ollier will forward the document to all Governors to read.

Governors are asked to bring questions to every meeting and these will be included in the minutes.

8. **Directors report**

Governors had read through the report prior to the meeting. Mrs Bagni drew governor's attention to the following points.

There is to be a one-day strike by teachers in England on 5th July, however no-one from Edleston Primary School will be striking on this day.

Page 11 - Reducing teacher workload.

Governor Question: What measures are in place for staff to raise concerns on their workload etc. and how and when is this reviewed?

All staff in school work well and closely together and are able to offer support and help to colleagues when needed. There is open dialogue and discussion between staff. This is regularly reviewed at leadership team meetings.

Page 17 - SEN and Disability

Governor Questions: SEN-Disability Governor - Is this joined with Safeguarding and should SEN be part of the Governors agenda?

In answer: SEN is covered in the Headteachers report. The SENCO could be invited to attend certain Governing Body meetings and school has a nominated SEN Governor (Ms Salt) Mrs Bagni is the school Designated Safeguarding lead.

Page 21 - Virtual school Update

Governor Question: Is training up to date?

In answer: Mrs Bagni attends all the PEP meetings. After July school will not have any Looked After children on roll. Teachers have an annual update. Training attended includes attachment issues and behavioural issues.

9. Feedback from committees

Strategic Leadership committee

The Strategic Leadership committee met on 10th June 2016

Main points of discussions

Mrs Ollier shared the budget review papers.

There was a discussion around the Ofsted inspection and the actions that school had already put in place and are going to put in to place.

We decided that an action plan for the Governors would be on the agenda for the full governing body meeting next week, that way all governors will be able to agree and have their own input into the plan for the GB.

Mrs Bagni has added a section to the HT report on the actions the school takes and the impact that these actions have on the learning and development of pupils. This will also be discussed at the meeting next week.

Pupil Attainment and Quality of Teaching Committee

The Pupil Attainment and Quality of Teaching committee met on 10th June 2016

Main points of discussions

Register of interest - Emma S is a Teacher at Ruskin High School.

All actions completed from previous meeting.

Feedback from Maths and Assertive Mentoring by Subject leader Miss Procter. The school have already been covering Times Tables and Place values, YR1/2/3 1st half term have covered Place Values and reached targets. Times Table Tracking was discussed. Data is positive across whole school

Progress has been made in all year groups. (80% floor target). Year 4 & 5 are being focused on to up their progress. The school have brought in 'Rock Star Times Tables' for September 2016. This software enables children to log on outside of school and complete against other users and improve their speed. Mega Maths tracking was shared via a data sheet. Percentage working to age expected for mega maths, Year 3 & 6 being targeted to make % up to 80's. Progress based on start of year to current throughout

Miss Szymura asked "How are assessments done?" Year 1 Oral, Year 2 Oral and Written Year 3 timed 10 minute test.

Miss Humphries asked if committee members for their thoughts on combining all committees and reviewing them as a full Governing Body due to small number of Governors? This was agreed.

Pupil Feedback given on PE - Data sheet was shared. Children across the whole school like and enjoy PE.

Staff are currently looking at re-structuring questions in future surveys. Also looked at RE - Children could tell about religions, had varied understanding and are tolerant and respectful to each other.

After recent Ofsted inspection next committee meeting focus is on spellings and presentation.

Behaviour and Safeguarding Committee

The Behaviour and Safeguarding committee was cancelled as all items had been previously covered.

10. MAT update.

Governor Question: Should school obtain proposals from at least 2 other MAT's following the process of other areas so that a true analysis can be done?

School has been looking at a MAT with other schools under the ESAT umbrella. School has been asked to join a MAT that is at the early stage of formation. However the lead MAT is under police investigation and until the case is closed school will not take this further.

The benefits of this particular MAT would mean additional monies to enable school to buy into mental/health workers etc. The other schools considering the MAT are also awaiting the outcome of the investigation. It would also mean that schools can work together to share resources and work together to improve outcomes.

If school is approached by other MATs then we would consider their proposals alongside the current offer.

Governor Question: How will the role of the governing body change if we join a MAT?

In a multi-academy trust, a single trust is responsible for a number of academies. The MAT consists of the members and the trustees. The members are akin to the shareholders of a company. They have ultimate control over the academy trust, with the ability to appoint some of the trustees and the right to amend the trust's articles of association. The trustees are responsible for the same three core governance functions performed by the governing body in a maintained school: Individuals who sit on local governing bodies (LGBs) are referred to as 'local governors'.

This is because trustees can delegate governance functions to the local level.

11. Dates and review of committees for September 2016.

Risk assessments will be undertaken by Mr Flood, Mrs Tomkinson and the school site manager Mr Hassall on Thursday 22nd September 2016 at 3:30 p.m.

Health and Safety governor is Mr Flood

Dates for next meetings

Date	Time	To attend	
Thursday 6 th October 2016	3:30 p.m.	All governors	Full governors
Thursday November 24 th 2016	3:30 p.m.	All governors	Full governors to include committee agendas.

It is important that all governors attend these meetings, except in exceptional circumstances. If you cannot attend please e-mail Helen at school. Please also e-mail 2 questions regarding attainment or progress, headteacher report, directors report etc. at least one week before the meeting.

12. Any other business.

The skills documents will be renewed and updated. Please can all governors return their completed forms to Mrs Ollier?

Governing Body Summer newsletter - Miss Humphries is collating content from Governors.

Mr Eagney will provide a profile of himself to introduce himself to parents. Mrs Vickers will feedback the dojos questionnaire to Miss Humphries for inclusion in the newsletter.

Miss Humphries and Mr Flood will include an article regarding the last Ofsted inspection.

Miss Humphries will ask the year 6 their thoughts about Edleston and the time they have spent here. To be submitted to Miss Humphries by Friday 15th July.

School uniform - this was discussed as to if school should have just one colour polo shirts and one colour trousers rather than a choice of colours as currently.

Governor Question: How are the school providing opportunities for independent writing across the curriculum? (raised in the recent OFSTED report)

Part of the training day on September 5th will be spent addressing writing and how to do this within the new curriculum.

Governor Question: How as a governing body are we monitoring the impact of actions taken by school to ensure a positive effect on learners?

Every Headteacher report will include actions taken by school and the impact they have had on the learning and development of pupils.

Actions to be implemented			
Person responsible	Action	Impact	How will this be feedback to GB?
Mrs Ollier	"Holding Your School to Account - Challenge and Support in Practice" to be forward the document to all Governors to read	Up to date budget information for governors	Send to governors via e-mail
Mrs Vickers	Send the results of the dojos questionnaire to Miss Humphries by Wednesday 13 th July	Assess impact of dojo system	Summer term Governor newsletter
All governors	The skills documents will be renewed and updated. Please can all governors return their completed forms to Mrs Ollier by 21 st July 2016.	Skills data set to inform committees etc.	Next meeting
Mr Eagney	Provide his profile for inclusion in the Governors summer newsletter by Wednesday 13 th July	Information provided to parents re his role on the Governing Body	Summer term Governor newsletter