



Iron Acton C of E VC Primary School
Full Governing Body Meeting Monday 4th February 2019 7.00pm - School Hall

Minutes
Attendees

Mike Riches	HT	Ellie Blanch – Chair	PG	Sandra Sparkes	FG
Amy Lyall	SG	Rob Taylor – Vice chair	CG	Pete Foote	CG
Di Pardoe apologies	CG	Adam Dinham apologies	LAG	Jo Strange - apologies	FG
Ben Clarke apologies	CG	Ann Mora	PG	Helen Parry – Minutes	

Agenda item	Details	Action point
1	Welcome to Deb Marriage and Sarah Godsell new associate governors and Ken, Vice Chair from Hawkesbury school. Apologies were accepted. The meeting was quorate and it was agreed to appoint both associate governors.	
2	No further Declaration of Pecuniary and business interests in this agenda were declared.	
3	Minutes of the previous meeting 3 rd December 2018 these were signed as a true reflection of the meeting and all action points have been done.	
4	<p>Head teacher's report</p> <p>MR presented an update across the school and asked if any other items you would like to see on their please do ask.</p> <p>How did the apprentice TA interviews go? Apprentice TAs cannot be obtained during the student academic year. So instead we have recruited a TA for three afternoons to support Kestrels and to release HLTA for interventions which was discussed in detail at resources.</p> <p>How does having no apprentice impact? – We are managing fine at the moment. Breakfast club has additional staff on certain days of the week.</p> <p>Will we be having Secondary PGCE students regularly? Not regularly no.</p> <p>Where is she from? Bath Spa</p> <p>Is this helpful to staff or another person for them to look after? It was very useful to have her across the school to have another pair of hands in the classroom. She spent time in all classrooms across the week. Volunteers, we also have a PE graduate in the school assisting with sport.</p> <p>Do we have any parent/helpers. We have a couple of local volunteers but are not parents. They do bring value into the school.</p> <p>Are there any parents or others within the community who could volunteer and run clubs. We have not received any offers as yet.</p> <p>Attendance is disappointing especially for SEND and FSM. How does this compare to previous year/is this a trend forming /newer pupils? is this something we as governors should be monitoring more closely? 97.3% attendance for all pupils, this is 0.8% above the LA.</p>	



	<p>Some of this is impacted by new pupils and we are working with parents.</p> <p>96% SEN attendance is above the LA standard.</p> <p>Attendance – do we think lateness is slipping ?</p> <p>There are one or two families with whom we are working with.</p> <p>If the same parents are talking to Mike/Sarah every day then does that mean a parent is not having the opportunity to talk to you instead?</p> <p>The visibility is there every day should a parent want to talk to us.</p>	
5	<p>The SDP Priorities for 2019/20 and beyond and future strategic direction of the school On a three year rolling programme, as governors we need to think where are going next.</p> <p>We have been looking at a new curriculum and new class room early years provision. Lunchtimes we would like them to be a priority.</p> <p>Could we consider a visit to Hawkesbury to look at their lunchtimes? By all means.</p> <p>A new Health in Schools survey will be conducted on school meals.</p> <p>This year’s priorities need to be continued also as well as the new priorities, to ensure they are embedded.</p> <p>Partnerships between schools also needs continue to be a priority should we continue with it.</p> <p>Continue to develop outdoor learning as a specialism at the school.</p> <p>A new classroom would be a strong item for early years.</p> <p>With regard to the new curriculum that is being investigated How do we ensure that the children do receive adequate time on each subject?</p> <p>This is done by following the curriculum and is embedded by enquiry based learning.</p> <p>Standards priorities – new curriculum, early years provision, assessment procedures and learning detectives.</p>	AM
6	<p>Partnership update</p> <p>The third steering committee meeting will take place this week.</p> <p>A Questionnaire has been conducted for all staff at both schools and this will be fed back. We need to decide by May whether the partnership will continue and in agree with each other based on the evidence. It would be good to re visit how we felt before the partnership and how it looks now. The feedback will be on the minutes of the steering group for both schools.</p> <p>Mike and Ellie will meet tomorrow and formulate a plan.</p> <p>Pupil conferencing also needs to take place.</p>	EB



7	<p>SEF (Leadership and management)</p> <p>On basecamp there are two documents. Is there any evidence we can add to the SEF ?</p> <p>The SEF we have previously done was sent to Ofsted last march and we now need to look how we can evidence the moving where we are now and have reacted to the Ofsted report, moving towards outstanding.</p> <p>Where would we rate ourselves on this – we should look at our data to evidence this. Governors discussed the points in last years SEF (leadership and management section), comparing to the Draft Ofsted framework- some of the evidence supporting is: We challenge effectively through meetings and governor challenge.</p> <p>Pupil conferencing and SIA reports support that children are engaged in a culture of learning. We measure progress of all pupils not just academic.</p> <p>Staff and pupils have excellent relationships.</p> <p>Governors challenge leaders in the schools and anticipate excellent outcomes this year.</p> <p>Professional development – highly effective teaching across the school, we are striving for every lesson to be good and be supported to be outstanding where not.</p> <p>Governor training surgeries would be very interesting.</p> <p>Professional development is effective, and looking at best practice in other schools.</p> <p>We need to reflect on what governors are doing in their role in relation to the SEF and what evidence do we have.</p> <p>We should set a date for parent governor meeting before 25th March next FGB.</p> <p>This will be completed at next meeting- To be put on agenda</p>	<p>EB</p> <p>HP</p>
8	<p>Classroom progress.</p> <p>See confidential minutes.</p>	<p>HP</p>
9	<p>Admissions</p> <p>Mike has drafted an admissions procedure stating criteria for spaces. Add “wording all other cases have to go to appeal”.</p> <p>Governors agreed the procedure</p>	<p>MR</p>
10	<p>Reports from committees PF left at 20.26.</p> <p>Resources After school club – This has been financially evaluated and logistically fitting in to the school, it was agreed by governors not to pursue at this point due to us not having the physical space within the school but to consider again in the future. Parents can be informed now of this decision. Staffing – new TA as discussed earlier. SFVS will be completed this Friday.</p>	<p>MR</p>



	<p>Standards Pupil Premium figures look encouraging as well as SEND. SDP planning was discussed.</p> <p>Ethos Will be meeting next week.</p>	
11	<p>Policies to be Ratified by Governors</p> <p>SRE change to RSE and ratified – there may be new guidance out in the summer so review again by Feb 2020.</p> <p>Governors expenses – ratified.</p> <p>Finance – ratified.</p> <p><i>For information only</i></p> <p>Asthma and Grievance (staff) have been agreed at committee level.</p>	HP
12	<p>Safeguarding including report of vulnerable groups bullying/racial incidents</p> <p>Report in Safeguarding Governors absence – no outstanding issues on safeguarding.</p> <p>Access and Response Team will be visiting 12th March 2019 at 11.30.AM asked if she could also attend</p> <p>No other items to report as per the HT report.</p> <p>Safeguarding chart to be placed in the hall.</p>	HP
13	<p>GDPR.</p> <p>We have an audit which has been RAG rated and await their response for support to the school.</p> <p>Privacy notice for governors - on Basecamp. All to state on basecamp that they have read and will adhere to.</p> <p>Post on basecamp and ensure governors have read it.</p>	All HP
14	<p>Governor activity Instead of monthly basecamp reporting we will now discuss at each FGB. Add as standing item</p> <p>Link governor monitoring on Maths, also included a learning walk through the school.</p> <p>Star challenges are effective to motivate children. Pupil conferencing on Music.</p> <p>Pursuing the new building. Building H & S walk took place. Chairs briefing Buildings meetings Staff partnership feedback New governor induction.</p>	HP



15	<p>Impact/headlines statement</p> <p>SEF Started SDP priorities After school club Admissions Accountability and sharing activities</p>	
16	<p>AOB</p> <p>Play equipment - £1780 (£500 Grant) Poddley play equipment agreed by governors.</p> <p>Curriculum - place on the next agenda.</p> <p>AM left at 21.00</p> <p>Playground seems crowded and is there more equipment that could be sourced to play with or additional paintings on the playground.</p> <p>Clerk to the Governors role – we will advertise for a clerk for FGB and committees.</p> <p>Meeting closed at 21.03</p>	<p>HP</p> <p>MR</p>