

**Ashbourne Primary School
Full Governing Body Meeting
Wednesday 27th June 2018 , 6pm**

Agenda

Agenda Items:
1. Apologies i. apologies given ii. acceptance of apologies
2. Declarations of interest
3. Confidentiality statement
4. Minutes of the last meeting – March 21 st 2018
5. Matters arising from the minutes of the last meeting (only items not on this agenda)
6. Minutes from committee meetings since the last meeting of the full governing body (only minutes that have been ratified by the committee) <ul style="list-style-type: none">• RfL 13th March 2018• TLC 13th March 2018
7. Matters arising from committee meeting minutes
8. School Improvement Plan
9. School Self Evaluation Summary
10. Attainment and progress
11. Register of business interests
12. Financial policies: 12.a) Financial roles and responsibilities 12.b) Financial regulations and procedures
13. GDPR action plan
14. Staffing structure for September 2018
15. Governor records of visit
16. Staff requests (D. Stapleton and H. Davis)
17. Any other business
18. Date of next meeting – TBC
19. Determination of items deemed to be confidential



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Minutes

Present

Ashley Tabony (chair)
Ken Torr
Colin Smith
Jeremy Cresswell
Paula Whysall
Nuala Welsh
Perry Moon
Vicky Mochor
Louise Shaw (guest)
Heather Davis (guest)
Sue Dell (guest)
J. Stevenson (to observe)
S. Greasley (to observe)

Apologies

Allison Webb
Claire Fildes

Agenda Items:

FGB.270618-1.Apologies

i.apologies given: Allison Webb and Claire Fildes
ii.apologies accepted

FGB.270618-2.Declarations of interest: None

FGB.270618-3.Confidentiality statement: AT reminded the committee that matters discussed in the meeting are confidential and that the way of making these matters public is through the minutes.

FGB.270618-4.Minutes of the last meeting – March 21st 2018:

FGB.210318-10.EYFS outdoor action plan.

SM informed the committee that PTA have raised funds previously for 'big' projects; it was suggested that the PTA may be able to fund raise for play equipment.
PW will apply for possible funding.

FGB.210318-13.Budget

This had been reported at RFL but PW informed governors that an updated budget now has a surplus of £10 000.

SM asked if PW was concerned about the cutbacks she had made in the budget?

PW is concerned about the reduction in TA support for pupils and that APS would be in a position where it cannot afford the support children require. HD added that school has to fund the first £6000 of support for any SEN child, PW also stated that school has to finance support for children who do not qualify for additional funding.

CS reiterated that projected pupil numbers and the budget are flawed.



AT added that APS will attract additional pupils into all year groups as well as Reception. KT reminded governors of all the new housing in Ashbourne.

Minutes were accepted with amendments (in blue).

FGB.270618-5.Matters arising from the minutes of the last meeting (only items not on this agenda)

FGB.210318-10.EYFS outdoor action plan: PW reported that a request for funding had been made to PTA and that she was awaiting news of contingency funding from LEA. The lottery bid was unsuccessful.

FGB.210318-12.QEGs building plans: CS reported that the latest proposals involved a double storey extension to part of the existing building; PW awaiting plans for pull in spaces in the lane.

FGB.210318-19.Any other business

Nursery provision : PW reported that budget constraints inhibit nursery provision at APS at present; to be reviewed at TLC June 2019

Dedication to Joe Barton: AT reported that this is in hand. Governors agreed upon a budget of £100 to fund an Acer tree in memory of Joe. Family to be asked if they would like a plaque with the tree.

Action: Tree to be purchased and planted in the Autumn; family to be asked if they would like a plaque.

FGB.270618-6.Minutes from committee meetings since the last meeting of the full governing body (only minutes that have been ratified by the committee)

- FL 13th March 2018
- TLC 13th March 2018

Minutes were ratified at meeting. PM added that he had completed safer recruitment training.

FGB.270618-7.Matters arising from committee meeting minutes

There were matters from TLC June 2018 and RFL 2018 to bring to FGB:

RFL.190618-8a. Report on school finances (Local Authority and/or Headteacher

AT reiterated concerns to FGB regarding the school budget for 2018/2019. He explained that although APS has always welcomed and provided for SEN children, the provision of the first £6000 of funding for SEN children by schools would have a detrimental effect on the school budget which would impact on all children at APS. This funding will equate to approximately 7% of the budget for APS in 2018/2019. There will be a net increase of 5 SEN pupils for 2018/2019 which, together with a tight budget, will have the following implications:

- Governors would be forced to advise PW not to accept further SEN children OR
- APS would have a budget deficit.

In a bid to avoid either of these the governing body will write to Katherine Boulton at DCC explaining the issues and asking for appropriate funding. PW and HD have already written to DCC regarding this. Governors are willing to meet with Katherine Boulton to discuss this



further.

CS added that APS is not the enhanced resource school for the area.

Action: letter to be sent to DCC from governing body; to be chased up a week after sending

TLC190618-6h. Home School Agreement: PW explained her reasoning for reintroducing the home school agreement for Reception children (attendance, reading, social media, on line safety issues).

TLC has accepted this, with amendments.

TLC.190618-6f. attendance: see agenda item 8.

FGB.270618-8.School Improvement Plan:

SIP: PW illustrated that most things on the SIP had been achieved. Further analysis of its impact on “working towards” children and reading will be made when Year 6 data is received. LS presented EYFS data: 71% of EYFS pupils have achieved “a good level of development”, this compares to a national average of 70% last year. PW and governors offered congratulations to LS and recognised the achievements made since September.

KT referred to SIP priority 3.2 – a target of one observation per term to another school and questioned whether this had been achieved and what had been learned?

PW responded that 2 observations had been completed. LS described her moderation visit to Kirk Langley School and HD reported on her visit to Melbourne. All felt it was good to observe and compare practise in other schools.

PW informed governors that these observations would continue next year, with a focus on Y1 classes.

Attendance: PW reported that all actions have been completed but with limited impact. She pointed out that attendance issues could be caused by parents and not children. There was a discussion of attendance issues and strategies to improve it including interventions from Jayne Walters. NW concluded that there were 2 areas of concern regarding attendance:

- a. Ongoing, all year short absences for individual children
- b. Holidays in term time.

KT questioned whether there were any additional avenues for funding to support attendance? NW suggested exploring research projects/funds at universities.

Action: NW will explore the possibility of research projects/funds.

British Values and SMSC: LS has worked on this policy throughout the year. PW informed governors that this will continue next year as it was a key priority from OFSTED.

AT felt that Shrovetide should be emphasized next year with local contacts.

FGB.270618-9.School Self Evaluation Summary

This was presented and discussed at TLC.

Governors reflected on progress and PW illustrated how pupils who had started APS part way through the school year were below age related expectations following moderated assessment.

Teaching: 93% good or better



<p>53% outstanding 7% requires improvement EYFS: Quentin Hannant has observed that “children in EYFS are highly engaged in their learning”</p>
<p>FGB.270618-10. Attainment and progress LS and HD have had their data moderated by the LEA. PW presented data summary. PW presented data for “working towards” children. CS questioned what this data shows? PW responded that interventions having a positive impact but percentages may vary as the children in this group vary (some move out of the group whilst other children move into the group). PW presented pupil premium data analysis. PW presented EYFS tracking data. Governors requested a summary of results for future data presentations. PW agreed to this. Action: PW will write a summary of results for future data.</p> <p>KT asked whether curriculum would be broadened as and when children are achieving expectations? PW replied that it would. PE report: Following the report from Kirsty Durose and Chris Peach, NW and JC expressed congratulations and gratitude to them both for providing the wealth of opportunities for pupils at APS. AT felt the range and extent of fully inclusive activities offered was excellent. NW commented on the number of APS pupils who were now involved with the local cricket club. Action: Governors wished to pass on their thanks and appreciation to Kirsty and Chris for the wealth of opportunities they provide to pupils.</p> <p>PW reported that Chris Peach is completing his Level 5 PE qualification.</p> <p>CS asked how Sports day was? NW said it was “great” VM felt that parents had been very positive about Sports day.</p>
<p>FGB.270618-11. Register of business interests PW asked governors to complete business interests forms. Action: Governors to complete business interests forms and return them to PW.</p>
<p>FGB.270618-12. Financial policies: FGB.270618-12.a) Financial roles and responsibilities : No change FGB.270618-12.b) Financial regulations and procedures : No change KT advised that tendering threshold should be checked in light of change in budget. Action: Tendering threshold to be checked.</p>
<p>FGB.270618-13. GDPR action plan PW presented GDPR action plan, with achievements highlighted. She explained that the encryptions of computers would be completed next week.</p>



AT asked whether all points would be completed by the end of the year?
PW responded that several issues would be on going eg removing photographs from web site as children leave.
KT informed governors that he would view safeguarding receipts.

FGB.270618-14.Staffing structure for September 2018

Reception : Louise Shaw
Year 1: Jane Hatton
Year 2: Heather Davis
Year 3/4 : Sarah Oldrini (lead)
Lauren Garratt
Year 5: Natasha Valentine (lead)
Nicky LeGrice/Helen Roe
Molly Andrews (Maternity cover for Carly Emberly)
Year 6: Sue Dell/Sarah Adams
Kirsty Durose
Vicky Mochor

Much consideration has been given to split classes and although there is a large Reception class it was not beneficial to mix EYFS, Y1 or Y2

AT questioned at what number should we review having just 1 Reception class?

LS replied 34 would be the number to review at.

CS asked class size for Y5 and Y6?

PW responded that they were class sizes of 27/28.

KT felt that there should be a discussion about the PAN and future plans for APS at some point.

KT asked if staff were happy?

VM replied that it was good for staff to have a change of year groups and work with different people.

NW felt it was good to mix children in classes rather that keep the same children in each class throughout their time at APS.

FGB.270618-15.Governor records of visit

KT reported on his visit with Rachel Dixon for pupil voice with pupil premium children, previously reported on at TLC. All pupils felt that they had benefitted from intervention but had sometimes struggled when they returned to their normal class. He reported that Y1 pupils spoke of PRAISE points and they are also evident in EYFS.

KT found his visit interesting and enjoyable.

FGB.270618-16. Staff requests

This item was deemed confidential.

FGB.270618-17.Any other business

PW has received a quote for £6786 for a new fire door with security fob to replace the outside door to the kitchen.

Governors questioned the high cost and use of aluminium.

Action: PW to obtain further quotes.

FGB.270618-18.Date of next meeting – TBC



FGB.270618-19.Determination of items deemed to be confidential
FGB.270618-16

