

**Ashbourne Primary School
Full Governing Body Meeting
Wednesday 23rd October 2019 6pm**

Minutes

Present

Ken Torr (KT)
Paula Whysall (PW)
Colin Smith (CS)
Vicky Mochor (VM)
Emma Opacic (EO)
Jeremy Cresswell (JC)

Heather Davis (HD)
Sue Dell (SD)

Apologies

Ashley Tabony
Perry Moon
Claire Fildes

Clerk: Jane Cole

Agenda Items:
FGB.23.10.19-1 Apologies FGB.23.10.19-1i apologies given: Apologies were given from AT, PM, CF. Apologies were not received from Sharron Magowan and Nuala welsh. FGB.23.10.19-1i acceptance of apologies Apologies were accepted from AT, PM, CF
FGB.23.10.19-2 Declarations of interest: None
FGB.23.10.19-3 Confidentiality statement : Governors were reminded that matters discussed in the meetings are confidential, and that the way of making these matters public is through the minutes.
FGB.23.10.19-4a Election of Chair and Vice Chair: : In line with good practice at this point the meeting was chaired by Jane Cole (Clerk) who asked for nominations for the positions of both Chair and Vice Chair of Governors. PW proposed AT for Chair, this was seconded by KT. CS proposed KT for Vice Chair, this was seconded by PW. There were no other nominations. Governors voted in favour of both proposals and declared AT Chair of the Governing Body and KT vice chair. KT chaired the remainder of the meeting. KT suggested investigating succession planning for Chair and Vice Chair. A confidential item was discussed
FGB.23.10.19- 4b Composition of Committees and chairs of Committees: <u>RFL</u> AT (proposed and seconded as Chair – accepted) KT EO <u>TLC</u> KT ((proposed and seconded as Chair – accepted) JC VM NW
FGB.23.10.19-5 New governors : PW presented an application from Katy Whitby for co-opted governor. Governors considered the application and appointed Katy Whitby as co-opted governor with immediate effect (23/10/2019). A recent election process has received no interest for the role of parent governor; governors approached Jeremy Cresswell to become a parent governor. Jeremy

Cresswell accepted and became parent governor with immediate effect (23/11/2019). Claire Fildes has resigned her role as parent governor. PW also reported that Perry Moon has expressed his intention to resign.

FGB.23.10.19-6 Minutes of the last meeting – 26th June 2019. The minutes and confidential minutes were accepted as a true and accurate record of the meeting.

FGB.23.10.19-7 Matters arising from the minutes of the last meeting (only items not on this agenda)

FGB.26/06/19-20 Any other business:

SEN funding crisis from RFL. PW reported that all schools seem to be in the same crisis regarding SEN funding and that local authorities are in talks with the Government.

Governors agreed to approach Kathryn Boulton regarding SEN funding, as proposed at RFL, but with a view to supporting her in obtaining increased funding for SEN.

Correspondence has been made with Kathryn Boulton but she has now left her role.

FGB.26/06/19-18 Holiday club provision: Rachel Dixon has offered to set up a holiday club during the summer holiday. Information has gone out to parents. RD will contribute to payments for electricity and water.

NW questioned who would be responsible for insurance?

PW replied that insurance will be from APS in this instance but if the holiday club is successful and is repeated, then Rachel Dixon will work independently and lease space from APS.

The summer holiday club was enjoyed by the children who attended but not overly successful in terms of numbers. Rachel Dixon is offering the holiday club again over half term.

Confidential minutes

FGB.10/04/19-14: This item was deemed confidential.

FGB.26/06/19-17 This item was deemed confidential

FGB.23.10.19-8 Minutes from committee meetings since the last meeting of the full governing body (only minutes that have been ratified by the committee)

- RfL 18th June 2019
- TLC 18th June 2019

All minutes have been ratified at committees.

FGB.23.10.19-9 Matters arising from committee meeting minutes *Points in this item were deemed confidential*

FGB.23.10.19-10 RFL and TLC committee remits: Governors agreed for the committee remits to remain the same with the exception of the asbestos log, fire drills report, accident and recording document and the water monitoring report which are to change from TLC remit to RFL remit.

FGB.23.10.19-11 Pecuniary interests forms and DBS update forms: This has been completed by governors present. Remaining governors to complete.

Action: Remaining governors to complete documents.

FGB.23.10.19-12 Safeguarding – All Governors to read and sign KCSIE 2019: CS, KT, EO, VM, JC signed register to confirm they have read KCSIE 2019.

41 FGB.23.10.19-13 SATs results 2019 (Y6 and Y2) and EYFS/phonics results 2019 data was presented to governors

Year 6 initial analysis July 2019 (%)

Attainment

	2019	National 2019
Reading	71	73
Writing	85	78
Maths	87	79
Spelling, punctuation and grammar	84	78
Combined reading, writing and maths	67	65

Working at a greater depth

Assessment	2019
Reading	22
Writing	19
Maths	20
Reading / writing / maths combined	11
Spelling, punctuation and grammar	48

Pupil Premium Attainment

	2019	National 2019
Reading	45	73
Writing	63	78
Maths	73	79
Spelling, punctuation and grammar	63	78
Combined reading, writing and maths	45	65

Year 2 initial analysis July 2019(%)**Attainment**

	2019
Reading	80
Writing	67
Maths	67
Spelling, punctuation and grammar	67
Combined reading, writing and maths	60

Working at a greater depth

Assessment	2019
Reading	20
Writing	20
Maths	20
Reading / writing / maths combined	20
Spelling, punctuation and grammar	27

Pupil Premium Attainment (3 children)

	2019
Reading	66
Writing	66
Maths	33
Spelling, punctuation and grammar	66
Combined reading, writing and maths	33

PW commented that pupil premium data represents only 3 children

Phonics data

78% of children achieved the expected standard in year 1 phonics; this compares to 71% last year. Predictions for the current year 1 are good at 86% predicted to reach the standard.

EYFS data

77% of children achieved a good level of development; this compares to 70% of children nationally and 71% of children at Ashbourne Primary School in EYFS the previous year.

KT felt that the EYFS data gave a good foundation for KS1 and was justification for primary conversion.

FGB.23.10.19-14 Internal data summary July 2019: PW presented the internal data report from July 2019 and explained where, in light of this information, intervention had been planned for Autumn 1. Similar interventions are planned for the second half of the Autumn 2. Data and interventions will be reviewed again at Christmas. Governors were happy with the strategies.

**FGB.23.10.19-15 Review of school improvement plan 2018
PRIORITY 1**

To accelerate progress of pupils 'working towards' Age Related Expectations by:

- Targeted intervention through use of additional teacher
- Rigorous tracking and monitoring
- Measuring the impact of interventions
- Regular pupil progress meetings
- Improved marking/feedback to pupils
- Improved assessment and moderation
- More teacher time for WTS pupils
-

IMPACT (July 2019)

WTS pupils decreased in year R, 2,4 and 6.

Target met in R, 2 and 6.

% of pupils increased in Y1 and Y5

PRIORITY 2

To improve attainment and progress in reading across school and meet national standards in phonics in year 1 by:

- Increased reading opportunities
- Accelerated reader
- Early reading intervention in EYFS and KS1
- Promoting the enjoyment of reading daily
- Additional teacher for year 1 phonics

IMPACT (July 2019)

Numbers of pupils working below chronological age decreased (16% in KS2 – these are SEN or newcomers)

Year 6 pupils are in line with national standard (73%)

Year 2 pupils are above national standard (80%)

Year 1 phonics 78% (increased from last year). National standard in phonics = 82%

EYFS above national (77%)

PW explained to governors that the accelerated reader programme had been discontinued as it was not achieving the intended impact.

PRIORITY 3

To improve attainment and progress in maths in each year group by:

- Longer maths units
- Use of more practical and concrete apparatus
- Targeted intervention
- Creating links with nurseries
- Marking and feedback

Extra teacher time for WTS to ensure class moves at broadly the same pace

IMPACT (July 2019)

Year 6 pupils above national (88% v 79% national)

KS1 pupils 67% v 77% national with 20% at greater depth

78% of pupils in Y4 are fluent in times table recall (government pilot test out of 25)

Pupils in EYFS are above national

It was noted that the maths results were the best to date.

KT offered congratulations on the maths results and JC noted the positive feel for maths during his governor visit.

PW explained that the national testing for multiplication tables would begin during this academic year and that a package called Times table rockstars was being used to support children in learning them.

KT felt that 2018/2019 has been a good year and that the school achieved very well with the SIP.

Governors accepted the achievements of the SIP for 2018/2019

FGB.23.10.19-16 School Improvement Plan 2019: PW presented the SIP for 2019/2020

PRIORITY 1:

- To develop and implement a new curriculum that meets the needs of all pupils at Ashbourne Primary

PRIORITY 2:

- To improve attainment for disadvantageded pupils in literacy at the end of KS2.

PRIORITY 3:

- To improve attainment for low ability and SEN boys in reading, writing and GAPS so that they are in line with girls.

PRIORITY 4:

- To develop a whole school approach to positive mental health and emotional well-being.

PW explained that although reading was not identified as a priority it would still be a focus; all staff have a performance management target for reading.

There will be an impact box for each term.

Governors accepted the SIP for 2019/2020.

FGB.23.10.19-17 Topic Team action plans: PW distributed draft documents and action plans from topic teams which include success criteria and monitoring processes. These will be reviewed regularly at FGB.

PW explained how staff were working together in topic teams to share skills and experiences.

CS questioned how work would be monitored?

PW responded that work would be monitored at the end of each topic or term and KT added that in a recent pupil voice session, children knew what topic they had been studying and in which subjects.

CS felt that the plans were detailed.

Governors accepted the topic plans.

FGB.23.10.19-18 School Self Evaluation Summary: PW distributed the draft SSES, explaining that it is a new DCC format. She has a meeting with Quenten Hannant after half term to review it.

CS questioned the criteria used for schools to identify areas for development?

PW informed governors that schools identify their own areas of development based on strengths and weaknesses.

Governors agreed to review the SSES at the next meeting, following PW's meeting with Quenten Hannant.

FGB.23.10.19-19 Governor Statement for School Website – Ken: KT presented the Governor Statement, which is a legal requirement.

Governors accepted the statement subject to amendments.

Action: Governor statement to be put on website.

FGB.23.10.19-20 S175 safeguarding audit: PW presented the action plan and assessment. It has been reviewed and challenged by KT and signed off by the appropriate staff and governors.

The safeguarding audit was accepted by governors.

FGB.23.10.19-21 Cleaning contract: PW informed governors that the management contract for cleaning with Minster has ended. . In her opinion, the contract had not been value for money as supervision from them had been minimal at best. There was a discussion regarding taking the cleaning contract back to DCC, signing to another management company or employing an extra

cleaner/team leader.

CS questioned the total cost of cleaning staff?

PW responded that costs were currently £12000 - £13000 for cleaning staff plus an additional £2500 for the costs of the Minster contract. She added that to return cleaning to DCC would cost approximately £21000.

Following the discussion governors agreed to employ a cleaning team leader .

Action: PW will write a job description for the post and AT will approve it. The position will be advertised as a fixed term temporary contract with a view to becoming permanent.

FGB.23.10.19-22 Any other business PW reviewed governor roles:

KT: Safeguarding, health and safety, pupil premium, collective worship, well being topic

AT: Communication

CS: STEM

EO: Anti bullying, well being topic

JC: STEM, Maths

NW: Diversity

KW: SEN

FGB.23.10.19-23 Date of next meeting – 22nd January 2020

FGB.23.10.19-24 Determination of items deemed to be confidential: The following items were deemed confidential:

FGB.23.10.19-7 Matters arising from the minutes of the last meeting (only items not on this agenda)

- ***FGB.10/04/19-14:***
- ***FGB.26/06/19-17***

FGB.23.10.19-9 Matters arising from committee meeting minutes

- ***RFL 15.10.19-8***
- ***TLC.15.10.19-10.***