



	<p>17.5.71 FR has asked about the Section 106 Funding, but has not had any response yet. She will ask Andi Blinco next week at his meeting.</p> <p>17.5.74 <i>Safeguarding</i> - FR has not yet meet with the School Council to discuss an independent person for the children to talk to. <b>JK asked if the children would know someone who could support them.</b> FR will assess this year's children's survey about feeling safe and any other related issues.</p>	FR
17.6.85	<p><b>Curriculum Committee Report (18 May 2017)</b></p> <p>A book scrutiny was carried out on literacy, one child at each level of all the Junior years to look at progression, presentation and marking. KH was generally very pleased with what she saw. AE will email the report sheet to all Governors.</p> <p>A Literacy Questionnaire was given to pupils, comprising of more boys than girls this time to get a better gender balance. <b>FR suggested doing a comparison between the Literacy and Maths questionnaire responses.</b> The main meeting discussed the Literacy SATs and the change in the reading tests. It was felt that the children tackled the test better than last year.</p>	AE FR, KH
17.6.86	<p><b>Personnel Committee Report (12 June 2017)</b></p> <p>Unions were consulted on the staff structure leadership roles starting in September. There was no opposition to the proposal. .</p> <p>The school will be fully staffed in September. Performance management will include staff training and development, and NQT mentoring and training.</p> <p>The Dress Code Policy was reviewed, and will become part of the Staff Handbook Pack, which should be given to all teachers every year as well as the new ones. <b>Governors asked about tattoos and nose studs.</b> FR felt that no-one appeared to have any offensive piercings. The policy had purposefully been rewritten to not be too prescriptive, offering an appropriate professional description that needs to be made clear to staff. <b>With regard to children's uniform standards NB asked for clarity on the wearing of polo shirts throughout the year, there are mixed messages which need to be clarified.</b> FR commented that shirts and ties need to be worn during the winter months, she would like to see stricter enforcement on school uniform. The school carries a stock of red ties for sale.</p> <p>The committee also looked at Child Protection issues for SEND children and the results of LA support funding cuts. Governors, in particular AM as Safeguarding Governor, need to be aware of issues the school faces and actions taken in readiness for OfSTED. FR felt that as long as the processes the school follows are clear, there will be no need to cite individual cases, but a case study would be helpful in understanding the processes better. AM stated he had to assume the processes were being carried out properly, and asked if a breakdown of how many cases had been dealt with could be recorded in the Headteacher's Reports, such as any contact with Social Services, and how many cases possibly may have fallen below the radar. FR said a lot of families ask for advice and support from the school. Currently there are 72 children marked as vulnerable, with 4 serious cases.</p>	
17.6.87	<p><b>Finance, Health, Safety and Sites Committee Report (3 July 2017)</b></p> <p>The Lockdown Procedures was discussed. A practice run has not yet taken place, but one will definitely take place in September to include the new children and new members of staff. The Caretaker will be looking into changing the fire alarm sound</p>	

	<p>for Lockdown at its annual service during the holidays.</p> <p>Minor actions from the finance audit have been completed. The increase in price for school meals was approved. Changes to out of hours charges were approved.</p> <p>The projected budget surplus has reduced from £47,000 to £35,000 following unanticipated recruitment costs an outstanding music invoice 2015. The School Fund contributed to the Infants' Trim Trail and the PTA obtained charity status to help with applying for grant funding.</p> <p>Building work, funded by WBC, will be carried out on the Nursery toilets and floor. A H&amp;S Walk resulted in a deep clean in the Kitchen and spot checks will be carried out regularly.</p> <p>Proposals to renew DBS rechecks every 3 years will be very expensive. JK recommended that as these rechecks are not mandatory, this subject will be discussed again in 6 months.</p> <p>The SBMs have created a well-controlled outcome of the finance audit, and Governors thanked them for their hard work.</p>	
<p><b>17.6.88</b></p>	<p><b>Headteacher's Report</b></p> <p><b>Pupil learning and progress to include end of year results</b></p> <p><u>KS2:</u> FR provided an overview of the progress data. Reading had gone up from 58% to 66%; grammar is up to 70%, Maths has risen by 14% to 63% including 19% working at a higher level. Writing is 70% and the combined results are 53%. Last year 6.3% obtained the higher achievers status; this year is to 9.4%. Even though this appears to be better, it is slightly below the National Expectations rate, which has risen by 5% since last year. However, the results have shown positive progress and the schools are above the coasting measure for progress that was set in 2016. Years 4 &amp; 5 data is very positive for the year ahead and pupils will be starting from a higher point in September, with a higher proportion of children in line with local and National Expectation levels.</p> <p><u>KS1:</u> The summary is Reading is 79% (National Expectation 75.6%); Writing is 63% (NE 68%) - spelling was very strict this year - Maths is 76% (NE 75%). Combined is 61% (NE 63%). Writing will be a focus for next year. Year 1 phonics were down by 8%, so there will be a number of children who will need extra support in Year 2. Foundation Stage is up to 84%, above both the NE and the LA results.</p> <p><b>Other SDP priorities</b></p> <p>ICT as a tool for learning will be a priority, including identifying skills that require improvement. The Governors' Development Plan will continue to support the school, and KH will continue as Literacy Governor, and SM for Maths.</p> <p><b>Attendance</b></p> <p>96.6%, which is a real improvement. FR highlighted the work of Jane Hood in the office who has focused on punctuality, providing incentives for those arriving on time.</p>	
<p><b>17.6.89</b></p>	<p><b>Safeguarding</b></p> <p>Training was covered during the Governors' Day. The new Child Protection Policy has a change of contacts, and JK thinks there may be a new one in September.</p>	

	<p>There were 2 CP children in the Infants and 4 in the Juniors during the summer term. There were 4 racial comments reported.</p> <p><i>(TC arrived)</i></p>	
<p><b>17.6.90</b></p>	<p><b>School Development Plan</b></p> <p><b>Feedback from Governors Day (see attached briefing document)</b></p> <p>JK commented that this is the second year governors have focussed their day on the SDP and training and that a return to viewing the activities happening around the school would be welcome. FR suggested the next Governors' Day should be during Arts Week or Sports Week, however governors suggested attending during a 'normal' week in the Autumn Term. NB was conscious of not overwhelming the staff, especially the 6 new NQTs. It was agreed timing of next year's governors' day will be discussed at the second FGB meeting in the autumn term.</p> <p><i>Pupil Numbers</i> - increase in pupil numbers, in particular in the Nursery. Governors reviewed a recent promotional flyer advertising the Open Day and agreed this should be re-printed. Signage to the school should be also improved. It was agreed a Promotions Officer should be identified to follow up on recent events, such as the Carnival and Sports Day, to reporters in the press.</p> <p><i>Questionnaires</i></p> <p>Responses to the parents questionnaire were reviewed at the Governors Day, main issues appear to be:</p> <ul style="list-style-type: none"> <li>• the Carnival was too long in the very hot weather;</li> <li>• hold at least one Parent Forum in the evening;</li> <li>• use of sports coaches at lunchtimes to offer a more structured playtime to offset any behavioural issues.</li> </ul> <p>FR will carry out a more in-depth analysis of the parent and children's questionnaires.</p> <p>The staff questionnaire had 18 responses, 20% of staffing. Governors felt this was not a great level of response and it has to be assumed that a non-reply means that staff are happy. The main topics are more TA training, better communication throughout the school, and a more manageable workload.</p> <p>Governors confirmed their approval of the SDP priorities.</p> <p><b>SEF</b></p> <p>Governors agreed this was a very useful document, <b>JK asked why FR judged Safeguarding as 'good', when Behaviour was 'outstanding'</b>. FR will look at this again.</p>	<p>AE</p> <p>FR</p>
<p><b>17.6.91</b></p>	<p><b>Governors Items</b></p> <p><b>Review of Governors SDP 2016/17</b></p> <p>Three areas were not moved on:</p> <ol style="list-style-type: none"> <li>1. Break-out work space in the Juniors. Next academic year will see further impact with additional classes and with Years 4 &amp; 6 swapping rooms. NB asked if the SBM's office could be used on a Thursday and Friday. There is a distinct lack of space in the school, with even the cloakrooms being</li> </ol>	

	<p>used. The bus idea and use of portacabins proved cost prohibitive.</p> <ol style="list-style-type: none"> <li>2. Development of the Nursery. This will be carried forward to the 2017/18 Governors' SDP.</li> <li>3. Induction Strategy for new Governors. Governor recruitment has been disappointingly unsuccessful. JK has put together ideas for a poster which can be put up in company staffrooms.</li> </ol> <p><b>Review of Governors Impact of Work document</b></p> <p>Amendments were made, JK will update and forward to AE for adding to the website.</p> <p><b>Governors Visit Programme reports</b></p> <p>KH will report on her visit to the Music Concert during Carnival week. TC will report on the after-school Fete.</p>	<p>JK</p> <p>JK</p> <p>KH, TC</p>
<p>17.6.92</p>	<p><b>Policies</b></p> <p><b>Agree Annual Equalities Statement</b></p> <p>FR will evaluate the vulnerable groups in school to focus on actions for them. She will rewrite this and then add it to the website.</p>	<p>FR</p>
<p>17.6.93</p>	<p><b>Clerk's Items</b></p> <p><b>Dates of next meetings</b></p> <p>FGB - 18 September; 27 November; 5 February; 30 April; 16 July.</p> <p>Finance - 16 October; 15 January; 12 March; 24 April; 2 July.</p> <p>The first meetings of Curriculum will be 12 October and Personnel on 30 October. These two committees will agree further dates at their first meetings.</p>	
<p>17.6.94</p>	<p><b>Any Other Business</b></p> <p><b>Co-opted Trusts</b></p> <p>Governors reviewed the feedback document provided by JK following a recent meeting of Headteachers and Governors at Westwood Farm. This is an alternative model for school improvement, and is an alternative to joining a Multi Academy Trust (MAT). It would be seen as a more formal arrangement to the current practice of working within link groups, training alliance, sharing sporting opportunities with local schools etc. The school would maintain its own identity, but at the same time agree a mutual focus with other schools in the local community.</p> <p>Although the government is not pushing for academy conversions, momentum for schools to become more independent from LAs and work collaboratively with other schools is gathering pace. <b>KH asked about the benefit to the children. AM asked what the best practice would be.</b> JK said clarification would be required to develop a vision with all schools within the Trust.</p> <p><b>AM asked what other schools are doing.</b> No-one has yet taken this any further. There is concern about capacity within a school to formalise the current informal link group arrangements and there are questions surrounding external support.</p> <p>The Trust would be a greater strength to avoid any enforced academisation in the future, with schools helping each other with practical aspects and the</p>	

	<p>Headteachers and staff collaborating.</p> <p>JK said this is an option the school could have in the future. It was agreed the Chairs would continue to follow this topic.</p> <p><b>Thanks</b></p> <p>KH gave flowers from the governors to FR and NB for all their hard work over the year.</p> <p><i>The meeting closed at 5.40pm.</i></p>	
	<b>ACTIONS</b>	
<b>17.6.84</b>	<p>FR to ask Andi Blinco about Section 106 Funding.</p> <p>FR to meet with the School Council to discuss an independent person for the children to talk to, and to look at the children's survey again about who feels safe and any other related issues.</p> <p>Parent Governor recruitment drive to be tried again in September to capture new parents.</p> <p>FR to give details of possible parent governor to JK</p> <p>Governor recruitment to be discussed at the next FGB meeting.</p>	<p>FR</p> <p>FR</p> <p>JK</p> <p>FR, JK</p> <p>AE</p>
<b>17.6.85</b>	<p>AE to email Curriculum report sheets to Governors.</p> <p>A comparison between the Literacy and Maths questionnaire responses to be compiled.</p>	<p>AE</p> <p>FR, KH</p>
<b>17.6.90</b>	<p>Governors Day to be discussed at the next FGB meeting.</p> <p>FR to review SEF in light of Safeguarding score.</p> <p>A Promotions Officer to be found to follow up on recent events in the press.</p>	<p>AE</p> <p>FR</p> <p>FR</p>
<b>17.6.91</b>	<p>JK to examine the SDP to identify how Governors can support over the next academic year.</p> <p>JK to update Governors Impact of Work document and add it to the website.</p> <p>KH to provide a report on her visit to the Music Concert during Carnival week. TC to report on the after-school Fete.</p>	<p>JK</p> <p>JK &amp; AE</p> <p>KH, TC</p>
<b>17.6.92</b>	<p>FR to rewrite Annual Equalities Statement and then add it to the website.</p>	<p>FR</p>