



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time...: Thursday 24th November 2016

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes, Mrs C Hall, Miss J Hodges, Mrs C Moretto, Mrs M Oxe, Mr A Pett, Mrs L Pitalis-Bliss, Mrs R Smith (HT), Mrs J Wisson, Mr I Strath, Mrs A Whiddett

In attendance: Ms C Jarvis (DepHT)

The meeting began with prayer, led by Mrs B Smith.

17.20 Apologies for Absence

Reverend C Furlong was unable to attend due to Hospital duty. Apologies accepted.

17.21 Declaration of Interests

No interests were declared.

17.22 Minutes of the last meeting

The minutes were agreed and signed by the Chair.

The following actions are outstanding:-

Action: Mrs K Whinney to check correct versions of Policy Reviews being used.

17.23 Matters arising

CVC Transport Update provided by Mrs C Hall.

17.24 Review of Flowcharts

- **Governor Agenda/Minutes Flowchart**
- **Governor Policies Flowchart**
- **Governor Visit Flowchart**

Mrs J Hodges suggested that the Review of Governor Visits Flowchart be added to the curriculum committee agenda in the future and removed as an item to be reviewed by the full governing body. Mrs Whinney asked that it remain on the FGB agenda as it was a useful tool that was beneficial to all members.

All flowcharts approved.

17.25 Governor Training Plans

Mrs Pitalis-Bliss confirmed that all training plans were available on the website. Mrs Morretto was still to complete her preferences so that they could be added.

Action: Mrs C Moretto to update Mrs Pitalis-Bliss with her choices.

Mrs Pitalis-Bliss presented the most recent Skills Audit of the Governing Body. Overall, there are no areas which are not covered. This suggests that, at present, there is no skills deficit. Mr Petre reminded the meeting that this skills audit also served to highlight the need for good succession planning. This will ensure that the skills within the governing body remain relevant and comprehensive.

Mr Strath raised the point that some training events were hard to attend due to the timings and locations of courses. Mr Petre reminded Mr Strath that online training was available and information was available through 'The Key' - an online resource available to all Governors.

17.26 Review of progress against SDP

Progress was reviewed in smaller breakout groups.

Mrs C Moretto, Mr I Strath and Mr A Pett to type up results and send to clerk to update the website.

Action: Mrs Moretto, Mr Strath and Mr Pett to send documents to Mrs C Fox.

Action: Mrs C Fox to update website with results once received.

17.27 Brief Review of updated SEF

Mrs Smith confirmed that she had updated the SEF over the half term break.

The Governing Body agreed that the document was both informative and easy to read. Mrs Hodges suggested that page 7 be amended to more clearly convey the school's commitment to fostering British Values. Mrs Hodges also suggested that the data provided in the SEF be reduced to just one page so that the information would be clearer.

Results at the end of KS2 (including SEN) were in line with the national average. Results without SEN were significantly above the national average.

The issue of safeguarding was raised by Mr Petre. All staff at the school have completed designated reading of Keeping Children Safe in Education; Part 1 (September 2016 update) (KCSIE) and training. It was decided that Governors should also undertake this.

Action: Mrs Fox to liaise with Mrs Darroch and provide a log of all Governors who have completed reading. This to be held at the school.

The Ofsted committee will meet in January which will look at Ofsted, data and SDP in preparation for an potential Ofsted visit to the school in 2017.

Action: Mr Petre to confirm a date for the meeting in January.

17.28 New PSED Objectives

An update is available on the website.

17.29 SIA Teaching and Learning Visit

Mr Strath said that the recent visit to school by Nigel Battey had been both informative and insightful. He asked Mrs Smith if she believed that the report provided was a good and fair reflection of the school. Mrs Smith agreed that it was.

Mrs Whinney asked Mrs Smith how some of the points raised in the report had been addressed. Mrs Smith told the Governors that all points were being addressed. Staff observing colleagues (Peer to Peer observations) and offering feedback to one another was given as an example. This was to build on existing behaviour management skills and to strengthen confidence of staff. This practice also includes Teaching Assistants. The report highlighted that some parents had raised concerns around the increased importance being placed on the use of correct grammar. Some parents were concerned that this could impede the creativity of some of the pupils. Both Mrs Smith and Ms Jarvis commented that this focus on grammar was having a positive impact on the childrens' work - especially in Year 6.

The report also highlighted how effective the incorporation of curriculum work into topic work was.

17.30 SEN Report and Review

The report is available to view on the website.

Mrs Downes told the meeting that the number of SEN pupils in KS2 was higher than the national average. Mrs Moretto asked if there was a particular reason for this. Ms Jarvis said that historically the school had not been favourably known for its SEN provision. However, in recent years the school had been positively attracting SEN children. Mrs Downes said that this increase in numbers took into account needs on any level - not just children who were statemented/possessed an EHC plan. Mrs Downes also pointed out that smaller cohorts with a higher than national average number of SEN children had a significant impact on the overall figures.

17.31 Breakout Committee Groups

The meeting separated into Committee groups for break out discussions.

17.32 Committee Feedback

Curriculum

- There were 4 policies outstanding, 3 of which had been reviewed.

Personnel

- Mrs Whiddett advised that the HTPR had been completed
- Mrs Oxeer will be the new Chair of the Personnel Committee as Mrs Whiddett's term as a Governor concludes after this meeting.
- The Personnel Committee asked for a new member to join them.

F&GP

- No policies due for review.
- Health and Safety Review was now on the website.

17.33 Head Teachers Report

The Head Teachers Report is available on the website.

Mrs Smith explained to the meeting how the progress of individual children was monitored throughout the year. The expected level of achievement was set for the end of the academic year and children were assessed on their progress towards these targets at

different stages. Mrs Moretto asked if it would be possible to see comparables for both Year 2 and Year 6 year on year so that progress could be easily seen. Mrs Smith agreed that this would be beneficial. Mr Pett asked if the results for the last Year 6 cohort were in line with the national average, despite the new format SATS. Mrs Smith confirmed that they were. Mrs Smith also said that she expected results to climb over the next few years before they reached a plateau - as this had been the case previously when SATs had been changed.

17.34 Learning Walk - History Displays

After the meeting the Governors were invited to view work done on Vikings by the pupils in Silver Birch class.

17.35 Date of next meeting

The date of the next meeting will be **Thursday 2nd February 2017.**

Challenges highlighted