

THE GOVERNING BODY OF DENBY DALE FIRST AND NURSERY SCHOOL

Minutes of the meeting of the Governing Body held at 7.00 pm at the School on Wednesday, 9 November 2016.

PRESENT

Mr P J Belsey, Mrs J Cody, Mr M Eaton, Mrs A Elliott, Mrs S Fairbrother, Ms G Hood, Ms K Howgill, Mrs R Liu, Mr A Severn, Mrs L Taylor, Miss J Wood. Dr N Denby.

In Attendance

Mr K Rothwell (Minute Clerk)

The Chair welcomed Dr Denby to his first meeting of the governing body.

552 APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

There were no apologies for absence or declarations of interest.

553 NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

The following items were notified to be brought under Any Other Business:

- a) Meeting with Paula Sheriff MP
- b) Denby Dale Library
- c) Governors' Conference
- d) Communication

554 REPRESENTATION

The following matters of representation were noted:

End of Term of Office

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Ms K Howgill	Co-opted (Staff)	31.01.2017
Mrs Lisa Taylor	Co-opted	01.02.2017

Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mrs Siobhan Fairbrother	Co-opted	16.09.2016
Dr Neil Denby	Co-opted	to be confirmed

RESOLVED. That Ms K Howgill and Mrs L Taylor be re-appointed as Co-opted governors.

The Chair informed governors that Mrs C Wright (Co-opted) and Mrs D Watkins (Parent) had resigned from the governing body.

Governors discussed the number and type of governors needed on the governing body. It was agreed to discuss this matter fully at the next meeting of the governing body and in the meantime not to fill the current vacancies.

RESOLVED:

That Mrs S Fairbrother become a member of the Resources Committee, that Dr N Denby become a member of the Staff Dismissals Committee, that Mrs A Elliott become a member of the Pupil Discipline Committee that Mrs J Cody become a member of the Complaints Committee

RESOLVED: That Mrs S Fairbrother become Governor with responsibility for Looked After Children, including Child Protection and Safeguarding.

555 MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2016

RESOLVED: That the minutes of the meeting held on 19 September 2016 be approved and signed by the Chair as a correct record, subject to the following amendment. Minute 550 Any Other Business (e) Friendship Bench. Delete "installed" and insert "worked on".

556 MATTERS ARISING

Minute 550 Any Other Business, (c) Governor Skills Audit

Printed copies were distributed to governors who had not already completed a form.

557 REPORTS FROM COMMITTEES

Curriculum and Standards Committee

Copies of the draft minutes of the meeting held on 10 October 2016 had been circulated prior to the meeting.

Some of the data had been updated since the draft minutes had been produced.

Q. Have we now got a Green Flash on Raise on Line?

A. Yes, it will be shown there.

Q. Has the website been updated?

A. Yes. It was looked at over half-term and it has been simplified to make less work for staff to maintain it.

Q. Is up to date data on the website?

A. Not yet. This will be done shortly.

Assessment

We use the NFER system, which is external and standardised but the Middle School uses PUMA. No agreement has been reached between the First schools in the pyramid on which system to use as standard. It had been decided we would continue with NFER for the present, whilst still looking at other options. The difficulty in changing to a new system is that historic comparisons of results would be lost.

There was now useful information about how our Year 6 pupils compared with the other First schools. There had now been frank discussions on how other schools used different criteria in assessment and how this had caused some of the problems on transition and in Year 6 results.

Q. What is the “black cloud”? (Minute 83 School Development Plan – Behaviour)

A. A system using sky and cloud names instead of a disciplinary system based on “traffic lights”. The prospect of being under the “black cloud” seemed to be more of a deterrent than a “red light”.

Resources Committee

Copies of a meeting of the committee held on 19 October 2016 had been circulated prior to the meeting.

Q. Has there been any progress on the bungalow?

A. No. The LA seem to favour demolition. There is no heating as the gas supply has been cut off.

Depending on how the gas supply had been disconnected, the cost of restoring could be very costly, and beyond the means of the school budget.

Q. Is the projected surplus £1,550?

A. Yes. But there will be no reduction in the deficit carried forward from the previous year.

Daycare is breaking even but Nursery has a budget problem.

558 HEAD TEACHER’S REPORT AND GOVERNORS’ QUESTIONS

Copies of the Head Teacher’s report had been circulated prior to the meeting. Topics highlighted included:

Leadership and Management

Ms Howgill is stepping down from her role as SENCO – the Head Teacher and governors thanked her for all her years of valuable work in that post. Mr Severn is taking over the role of SENCO, he will be taking the relevant qualification at Sheffield Hallam University. This is required to be completed within three years of him becoming SENCO.

Following the resignations of Mrs Sally-Anne Spark and Mrs Cath Heptinstall, an advert had been placed for a Business Support Officer – closing date 14 November. The Head Teacher and the School Business Manager will decide on the Interview questions etc. It is a good opportunity to review all the office systems across the School and Nursery and achieve more uniform working.

Q. Have there been many applications?

A. Yes. Quite a few and three applicants have visited school.

On-Line Safety

The On-Line Safety policy has been discussed with staff. There is a need to draw up a policy for governors, particularly to deal with Social Media problems. Governors discussed the problems arising from Social Media at length.

Q. Is the use of social media included in the School/Parent contract?

A. Yes, in the new contract and details are given on the website.

The Complaints procedures were discussed and it was agreed that this would be considered in detail by the Steering committee at their next meeting.

Extra Curricular activities now included CraftyKids (run by a parent) and a Cookery Club for Y4 and Y5, run by Mr Severn and Mr Ellis.

A parent governor commented on how much children were enjoying the Crafty Kids club.

The Quality of Teaching and Learning

The Science week had been very successful.

Personal Development, Behaviour and Welfare

Behaviour and Attendance (97.44%) were good.

Outcomes for Pupils

Comprehensive data on Pupil Achievement was given (already considered by the Curriculum Committee).

A letter had been received from Nick Gibb, Minister of State for School Standards, congratulating the school on being in the top 8% of all primary schools in Phonics, with 95% of pupils reaching or exceeding the pass mark. It was agreed to make the most of the publicity value of this achievement, including contacting the Huddersfield Examiner and a text message to parents asking them to look at the details on the website.

559 SCHOOL SELF EVALUATION – SCHOOL IMPROVEMENT PLAN (Minute 19 refers)

This was under consideration by the Curriculum and Standards committee.

560 SAFEGUARDING (Minute 131 (d) refers)

The trees mentioned in minutes of the last meeting, had now been chopped down.

561 FINANCIAL MANAGEMENT AND MONITORING

A small surplus (£1,550) was forecast.

Financial constraints are making covering staff absences more difficult and this is affecting the overall efficiency of the school.

562 TEACHER APPRAISAL POLICY AND TEACHER PAY POLICY (Minute 545 refers)

Copies of the policies had been circulated prior to the meeting.

RESOLVED: That the Teacher Appraisal Policy and Teacher Pay Policy be approved.

563 GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs Elliott and Mrs Cody had visited school to inspect policies and determine which needed reviewing and when. They will continue the updating of policies on their next visit and set up a computer folder for them.

Health and Safety Governor visit. Some minor items of concern had been identified. Periodic checks on some items of equipment need to be done and updated. The outside firm usually doing these checks will be contacted. Has the school change of name caused a problem?

A Staff/governor event would be arranged in January.

564 ANY OTHER BUSINESS

- (a) Meeting with Paula Sheriff M.P. Records show that the funding available to the school had fallen by £100,000 over the past 5 years. This point is being raised with the LA by the Chair. The Chair had had a meeting with MP Paula Sheriif, who showed enthusiasm about the school and will arrange to visit the school.
- (b) Denby Dale Library, Mr Belsey said that work on the Library was reaching it's final stage and that the opening was planned for Saturday 28th January from 10am to 4pm – all governors invited to attend.
- (c) Governors Conference. This will take place on Saturday 12 November. It was agreed that the Chair would attend on behalf of the school.
- (d) Communication. It was agreed to use the existing facility in Office 365 for communications between governors, and between school/governors.

565 DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meetings of the Governing Body be held at 7.00 pm at the School on:

Monday 6 February 2017
Monday 27 March 2017
Monday 15 May 2017
Wednesday 5 July 2017

566 AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School.