

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 Monday, 6 February 2017.

PRESENT

Mr M Eaton (Chair), Mr P J Belsey, Mrs J Cody, Mrs A Elliott, Ms G Hood, Ms K Howgill, Mrs R Liu, Mrs L Taylor, Miss J Wood.

In Attendance

Mr K Rothwell Minute Clerk

567. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Dr N Denby (consent), Mr A Severn (consent) and Mrs S Fairbrother (consent)

There were no declarations of interest.

568. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

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

- Staff/Governor meeting
- Parent Forum
- Information

569. REPRESENTATION

The following matters of representation were noted:

Resignations

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Donna Watkins	Parent	10.November 2016
Elizabeth Moore	Co-opted	10 November 2016
Clair Wright	Co-opted	10 November 2016

Appointments

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Dr Neil Denby	Co-opted	08.12.2016
Ms K Howgill	Co-opted(Staff)	01.02.2017
Mrs L Taylor	Co-opted	02.02.2017

570. MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2016

RESOLVED: That the minutes of the meeting held on 9 November 2016 be approved and signed by the Chair as a correct record subject to the following amendments:

Minute 558

On-Line Safety final paragraph. Delete “Krafty Kids” and insert “Crafty Kids”.

Minute 561

Delete “£1.550” and insert “£1,550”.

571. MATTERS ARISINGReports from committees - Resources committee (Minute 557 refers)

Some roof tiles had blown off and would be repaired – covered by insurance. The water tank in the loft had burst and fallen through the ceiling; The School may have to bear some of the cost of repairs. In response to the newsletter, one parent had volunteered to project manage any development of the bungalow. The Chair read out the letter from this parent.

572. HEAD TEACHER’S REPORT AND GOVERNORS’ QUESTIONS

The Head Teacher gave a verbal report. Topics included:

(a) Leadership and Management

The Head Teacher was part of the Partnership Reference Group, which included some academies. The group would examine ways the council and schools could work effectively together in the future. The LA would commission services rather than be the provider. The Head Teacher would attend the next meeting on 8 February.

Q. Who represents the LA in the Group?

A. It has been Jill Ellis but will be Jo-Anne Sanders from now on.

The school was working with St Aiden’s and the Joseph Norton Academy to form a Community Hub. Other schools would join as this progressed.

The School were going to submit a proposal to host a special provision for pupils with communication and interaction problems. There would be 12 places and 3 teachers with 6 support staff when full. Pupils would stay for 2 terms and then return to their normal school. The provision would have High Needs Funding and 3 of the Support staff could be available for work in the school or for outreach. The provision could possibly be based in the bungalow. There would be links/partnerships with other school with this type of provision.

(b) Staff

Mrs Sara Lewis was proving a useful addition to the Admin staff.

(c) Quality of Teaching and Learning

The Head teacher was currently observing all teachers across the school.

Reading week after half-term would focus on favourite authors and books to develop children’s confidence in their choices and opinions.

(d) Personal Development, Behaviour and Welfare

All year groups have had Road Safety Training in the hall.

(e) Outcomes for Pupils

The results of KS2 in both Middle Schools were very low as far as progress from KS1 to KS2 goes. As a result the LA were providing some funding for a project across the First and Middle Schools, initially focussing on Maths.

Q. When will this project start?

A. In September.

There was more open communication between the schools on results and more sharing of data.

Q. Are some of the problems due to different systems in the schools?

A. Yes. Schools keep changing their assessment systems.

Q. How many schools will take part in the project?

A. Many have said they will, but this may not hold.

The Head Teacher outlined the reasons why the school had decided to commit to the project for the initial 12 months.

573. SCHOOL SELF EVALUATION- SCHOOL IMPROVEMENT PLAN

There was nothing to report.

574. FINANCIAL MANAGEMENT AND MONITORING

This would be considered at the meeting of the Resources committee on 8 February and discussed at the next meeting of the governing body.

575. SAFEGUARDING

There had been a PREVENT report on unusual computer activity which had been investigated.

A music app, potentially open to abuse, had been used by some pupils – parents had been warned of this by email.

The Fire Alarm had gone off at 7.30 am one morning, school evacuation was successful and systems were being revised.

576. GOVERNOR TRAINING AND GOVERNOR VISITS

The Chair asked for the return of Governor Skills forms.

(a) RAISEOnline

Mr Belsey and Mrs Liu commented on the difficulty in using Raise on Line. There was free Raise on Line training available, using the School's own data. A minimum of 6 people were required for the course. It was agreed that the course be arranged.

ACTION: Head Teacher and Chair to book the course and arrange date for it.

(b) Funding

The Chair and Mr Belsey had attended a meeting on funding. Further cuts seemed likely and would be a problem for the school. David Gearing (LA) had indicated that as long as the School could be seen to be trying its best to avoid a deficit, the LA would try to help.

577. ANY OTHER BUSINESS

(a) Staff Governor meeting

Mrs Liu gave a report on the meeting. Based on the last Ofsted report, the meeting had considered how the school could progress from "Good" to "Outstanding" and the ways the governing body could support the school in achieving it.

Suggestions from group discussions included:

The Governor file was a good tool to give Ofsted but needed to be updated. Governors were asked to submit examples, with Minute references, to Mrs Liu and Mr Belsey.

ACTION: Mrs Liu and Mr Belsey to update Governor file.

(b) Governor Visits

These seemed to have decreased recently.

Q. What are the most effective ways of doing visits?

A. They should be informal, no specific agenda and not necessarily in a classroom/lesson.

(c) Target talking to boys

Find out what boys liked and were keen on, with outcomes fed back to staff and governors.

More support for teachers, with time spent chatting in the staff room.

(d) A Governor assembly in school

6/7 governors to outline their personal backgrounds and to tell pupils what governors did.

RESOLVED: That a governors assembly be held on 28 April 2017.

(e) Skills Audit

Consider the Governor Skills Audit and possible training needs.

(f) Role of Subject governors

This was not proving effective. Governors discussed an alternative way of Class Link governors.

RESOLVED: That a Class Link Governor system be adopted and the following appointments be made:

Early Years	Mrs A Elliott
Reception	Ms G Hood & Mrs S Fairbrother
Year 1	Mrs L Taylor
Year 2	Mrs J Cody
Year 3	Mrs R Liu & Dr N Denby
Year 4	Mr M Eaton
Year 5	Mr P Belsey

The new system would be announced at the forthcoming Governor assembly.

(g) Email system

There were some problems with this and access may need re-setting in school. I.T. support was poor and new suppliers were being looked at. The Outline group app was proving useful.

(h) Parent Forum

Mrs Cody reported that this was not working; only 3 parents attended the last forum. Governors discussed the situation and it was agreed to try the alternative of encouraging the formation of parent groups, who could meet once a term. A letter would be sent to all parents asking for interest in forming a parent group of at least 6 parents, with a deadline for response.

(i) Information

The following points of information were noted:

- Edubase - Governors noted the statutory requirement to register all governors on Edubase.
- Information re Kirklees School Governors Facebook page.
- Kirklees Business Solutions Website – new address.
- One Hub - Document store of Kirklees Business Solutions.

578. 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 new Denby Dale Library on:

Monday, 20 March 2017.
Monday, 15 May 2017
Wednesday, 5 July 2017

579. AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

RESOLVED: That no part of the agenda, minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.