

# CHUDLEIGH CE VC COMMUNITY PRIMARY SCHOOL

## MINUTES OF THE GOVERNING BOARD

*Inspiring everyone, learning together, achievement for all*

<b>DATE:</b>	16th May 2017			
<b>HELD AT:</b>	Chudleigh School			
		<b>Governor Category</b>		
<b>CHAIRMAN:</b>	Mrs H. Jones	Foundation governor		
<b>IN ATTENDANCE:</b>				
	Mrs S Beasley	Co-opted Governor	Mrs H Day	Parent Governor
	Mr C Barnes	Foundation Governor	Mrs S Martin	LA Governor
	Mr D Barnett	Headteacher	Mrs L Millman	Parent Governor
	Mrs P Smethurst	Co-Opted	Mrs J Huxtable	Parent Governor
	Ms S Lea-Weston	Parent Governor	Mrs J Potter	Staff Governor
<b>APOLOGIES:</b>	Rev P Wimsett	Sanctioned		

<b>Item no:</b>	<b>Discussion:</b>	<b>For action by:</b>
1	<b>Opening Prayers</b> Meeting opened in prayer by HJ	
2	<b>Members Present</b> SB, HJ, CB, JH, JP, DB, LM, SLW, PS, HD, SM	
3	<b>Apologies</b> Rev. Paul Wimsett - Sanctioned	
4	<b>Declaration of Interests</b> DB – Executive member of DAPH SB – Peripatetic Music Teacher JP – Staff Governor and Union representative	
5	<b>Minutes of meeting held on 22<sup>nd</sup> March 2017</b> Including Part II minutes. These minutes were agreed and signed as a true record.	
6	<b>Matters Arising</b> <b>Website Profiles</b> Thank you to everyone for their updated profiles. These have now been uploaded to the website. <b>Skills Audit</b> Governors to update if not already done so or inform Chair of	All governors

	<p>any updates.</p> <p><b>Termly letter to parents</b> This was sent out at the beginning of the term. A further letter was sent with results from the parent questionnaire. These results were discussed in more detail at Children's Committee.</p> <p><b>Training</b> A reminder to update training record and to take advantage of Governor training. Governors were reminded of the expectation to take at least one piece of training per academic year.</p>	All governors
7	<p><b><u>Headteacher's Report</u></b></p> <p>Pupil numbers now at 421, this is the largest the school has ever been. Years 3 &amp; 4 are full, year 5 is now over numbers. This is due to the Fair Access Protocol - this is a legal requirement to take up to 10% above the set PAN. The school is continuing to receive regular enquiries for places from prospective parents. 72 children expected in Sept, this is positive but the added pressure on resources was noted.</p> <p>Staffing – yr 5/6 Team Leader has now been recruited in readiness for September. Maternity leave cover has also been recruited. Currently advertising internally for year 3/4 team leader. Interviews to take place on Weds 24/05.</p> <p>SATS - KS2 now complete. KS1 this week.</p> <p><b>Governor Question - How have the children coped so far?</b> Very well, they have plenty of familiar faces in the room giving support. They are in smaller groups in a nice quiet environment. They are allowed to stop the clock and have a break. Lots of staff stepping up and coming in on days off to ensure a smooth experience. It's not as formal as in previous years. KS1 is now more formal than in previous years. KS1 children are now aware they are being tested.</p> <p>The whole school are looking forward to an outdoor learning next week. This kicks off with a Walk4wildlife on Friday.</p> <p>All staff have been getting training in Early help for mental health. This covers children's mental help as well as staff looking after themselves when taking care of children in difficult situations.</p> <p>Attendance is currently 96.4% which is spot on our target of 96.4%.</p> <p>Gill Winston visited 02/05/17 - the visit note will be shared with governors. DB informed that it was a very positive visit.</p>	DB
8	<p><b><u>School Improvement Plan/SEF</u></b></p> <p><b>SIP progress update</b> – SIP committee due to meet 05/06/17. Positive position end of spring term. Pupil premium children are now meeting targets as set out in the School Improvement Plan. Attainment for SEND children is improving but still a little way to go. Both groups of children are improving in regard to progress but are not yet quite reaching targets set out in the school improvement plan.</p> <p><b>Governor question - Are SEND children expected to make the same amount of progress as others?</b> The 'Age related</p>	

	<p>expectation' system makes it difficult to show progress with SEND children. They are expected to make progress but how much is unique to the individual child.</p> <p><b>Governor question - If a child makes 'Progress Plus' in one year would it be harder for them to make 'Progress Plus' in the next?</b> Yes, it would be harder but each child is looked at individually. They would still be expected to make expected progress but that may not be enough for them to reach Progress Plus. Over a key stage it should even out.</p> <p><b>SEF update</b> - It was agreed that we still fit the criteria of a securely good school. Provisions have been rated as outstanding for SEND. The school have been reported to OFSTED as a model of good practice for children in care. A weakness would be Pupil Premium progress in foundation although this is expected to be narrower this academic year.</p>	
9	<p><b><u>Governing Board Action Plan</u></b></p> <p>The Governing Board Action Plan is on track</p> <p><b>Individual &amp; Committee Action Plans</b> Action plans 2017/18 all broadly on track. Governors need to begin considering drafting their action plans for next year asap and in time for the next GB meeting. A reminder that impact reports will also need to be completed by the end of the term.</p>	All Governors
10	<p><b><u>Committee Meetings</u></b></p> <p>Resources Committee Meetings 17/03/17 &amp; 05/05/17 Children's Committee Meeting 24/04/17 Minutes previously circulated - no queries.</p>	
11	<p><b><u>Christian Distinctiveness</u></b></p> <p>SIAMS inspection expected at some point this term. The Chair explained that knowledge of the SIAMS inspection framework and action plan is the responsibility of whole board. The Chair gave a presentation on SIAMS inspections and what to expect. Core questions / areas are – Distinctive Christian Character; Collective Worship; and Leadership and Management. Work is ongoing on areas from 16/17 action plan. The school received a visit last week from Tatiana Wilson from the Diocese – Tatiana's opinion is that we are an outstanding Church school. SIAMS framework is changing soon but we are expecting inspection beforehand, if not it is expected that we will still be inspected on the framework we are currently using.</p>	
12	<p><b><u>Governing Board Effectiveness</u></b></p> <p><b>Heads &amp; Chairs' briefing 27/04/17</b> Attended by DB and HJ. The main topics were around OFSTED inspection and the Chair explained the main things looked at by OFSTED on an initial inspection are likely to be 'Key Threads' (looking into areas that needed improvement and whether or not they have improved); the impact of leadership and management on school improvement; safeguarding; site security; and coasting schools. DB gave evidence that we are currently not a coasting school.</p>	



	<p><b>Premises investment plan</b> Recommended by Resources Committee - approved.</p> <p><b>Staff leave &amp; absence policy</b> Recommended by Resources Committee - approved.</p> <p><b>Safeguarding policy</b> <b>Governor question - Do we have the policies 'Child Sexual Exploitation' and 'Radicalisation and Extremism'?</b> These are now included in this safeguarding policy. Approved. Governors to sign to say they have read policy along with the Keeping Children Safe in Education document if they have not already done so.</p>	
17	<b><u>Matters brought forward at the discretion of the Chairman</u></b>	
	No other matters	
18	<b><u>Date of next meeting</u></b>	
	Wednesday 12th July 2017, 6pm	
<b><u>Approval of:</u></b>	<p>Premises investment plan</p> <p>Staff leave and absence policy</p> <p>Safeguarding policy</p>	
<b><u>Check &amp; Challenge:</u></b>	<p>SIP progress update</p> <p>School budget</p> <p>Safeguarding policy</p>	