



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time..: Thursday 16th November 2017

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes, Mrs C Hall, Miss J Hodges, Mrs M Oxe, Mr A Pett, Mrs R Smith (HT), Mrs C Moretto, Mr I Strath, Mrs S Bonnett, Mrs K Whinney, Reverend C Furlong

In attendance: Ms C Jarvis (DepHT), Reverend Alex Shannon

The meeting began with prayer, led by Reverend Furlong.

18.022 Apologies for Absence

Apologies received from Ms Pitalis-Bliss due to illness. Apologies accepted.

Apologies received from Ms S Autenrieth who is attending a wedding in Cornwall. Apologies accepted.

18.023 Declaration of Interests

No interests were declared.

18.024 Minutes of the last meeting

The minutes were agreed and signed by the chair.

18.025 Matters Arising

There were no matters arising.

18.026 Recruitment of Parent Governor

Miss J Hodges' term as a Governor has come to an end and this will be her last meeting. Mrs Whinney and Mr Petre thanked Miss Hodges for her outstanding contribution to the work of the Governing body. Mrs C Hall also handed in her resignation as a Governor, effective immediately. Mr Petre also thanked her for her valued contribution.

This leaves vacancies on the Governing Body for two co-opted Governors in addition to the existing Parent Governor vacancy. Mr Petre said that previously he had advertised co-opted Governor vacancies in the Roundabout which had been well received. Mr Petre also agreed to contact previous applicants to see if they were still interested. Mrs Bonnett asked if there were any particular areas of expertise that were required and pointed out that, with vacancies on the personnel Committee, perhaps somebody with HR experience would be desirable. All agreed that this would be beneficial though not essential.

Mrs Moretto asked whether Parent Governor elections would be better held after Christmas to ensure that as many parents as possible come forward. It was agreed that this would be the best idea but that the vacancy would be placed in the School Newsletter prior to Christmas so that Parents were aware.

Action: Mr Petre to contact previous applicants for co-opted Governor role.

18.027 Review of Flowcharts

Governor Agenda/Minutes flowchart - Approved - No amendments.

Governor Policies Flowchart - Approved - No amendments.

Governor Visit Flow Chart - Approved - C Fox to remove 'Clerk to include a standard item Governor Visits on FGB Meeting Agenda to inform Governors as to which visits have taken place'

Action: Mrs C Fox to update Governor visit flowchart.

18.028 Governor Training Plans/Update

The most recent Training Summary is available on the website.

18.029 Review of Progress against SDP

The meeting separated into smaller groups to review the Governance section of the SDP.

Action: Mrs C Fox to update SDP on the website.

18.030 Review of Updated SEF

Mrs Smith distributed copies of the updated SEF to all Governors for review. Mrs Smith reminded the Governors that the SEF is a 'live' document that is constantly being reviewed and changed. All areas of the SEF were marked as Outstanding, with substantial evidence to support this. Early Years had been awarded 'Good'. Mrs Smith explained that this was due to the fact that GLD data in 2016 was above National average- but not significantly above.. Mr Petre asked if the CB23 Head teacher visitors were supportive of our judgements of the school. Mrs Smith confirmed that yes, the CB23 Heads that had seen the SEF, agreed that it gave a good and fair overview of the School as had the SIA. Mrs Bonnett asked how GLD was measured. Mrs Smith explained that it was graded by Teachers who had to be able to provide rigorous and robust justification for their decisions.

Mr Strath pointed out that the last sentence on 'Effectiveness of Early Years' had a very negative tone and suggested that it be reconstructed so as to end the section on a more positive note. Mrs Smith agreed that this would be a good idea.

Action: Mrs Smith to rewrite last sentence in 'Effectiveness of Early Years' section of the SEF.

18.031 New PSED Objectives

The new PSED objectives are available on the website.

Mrs Smith introduced the bubble worry boxes. These are small boxes to be placed in each classroom which allow children to write their requests to discuss any concerns with an adult and 'post' them. These have been designed for children, who feel unable to raise issues within school, as a way for them to let teachers/staff know that they are unhappy or have a problem. Mrs Smith explained that this was a positive addition as it provided children with an alternative way of raising concerns and improved the channels of communication. All Governors agreed that this was a good idea.

Mrs Smith told the Governors that the school had attended a CREDS run course on British Values and Equalities. This is a free of charge scheme which carries out an equalities audit on the School. This was deemed to be of high importance. Mrs Smith pointed out that setting equalities objectives was difficult and that this audit would be of enormous benefit. Mr Petre agreed to become the equalities Governor again.

Action: Mrs Fox to update Governor Roles and Responsibilities document.

18.032 SEND Report and Review

Mrs Hall presented her SEND Report to the Governing Body. She advised that it should be read in conjunction with previous reports, and that it showed that interventions were working and having a positive impact. Mrs Downes explained that the percentage of children reaching age related targets after intervention had risen from 0% to 46%. Mrs Downes also reminded the meeting that this data was only for SEND children.

Mrs Moretto asked if when a particular child is deemed to have met the age related standards if intervention then stops Mrs Downes said that it depends on the curriculum and the individual child (as some topic/aspects of the curriculum are harder to grasp and understand). Mr Strath commented that the support from the LA seems to be diminishing with thresholds for help being much higher than previously. Mrs Downes agreed, saying that now a child must be at least 3 years behind to qualify for any funded additional support. Mrs Downes pointed out the data results need to demonstrate that children must be substantially behind to qualify. It is increasingly difficult to get outside help due to changes in thresholds. However, professionals that have visited the School have all been positive; praising the way in which interventions are managed internally. It was suggested that Ms Autenrieth take over the role of SEND Governor from Claire Hall. As Ms Autenrieth was not present, Mrs Whinney agreed to speak to her about it at their next mentoring meeting.

Action: Mrs Whinney to discuss role of SEND Governor with Ms Autenrieth.

18.033 Finance Review

Mrs Smith told the meeting that under the Fairer Funding Policy, the School appeared to be £3000.00 better off per year. However in real terms the school would feel no financial benefit due to inflation and reduced pupil numbers.

Mrs Smith said that a Finance meeting was to be held to discuss the possible reduction in staffing. Mr Petre asked if this would mean a reduction in the number of classes. Mrs Smith said that this is an issue to be discussed within that Finance Meeting.

18.034 Feedback on Performance Review of Head Teacher

Mrs Whinney reported that the HTPR had been successfully completed on 13th October 2017. Mrs Whinney passed on her congratulations to Mrs Smith for completing and exceeding all targets that had been set.

18.035 Breakout Committee Groups

The meeting separated into Committee Groups for breakout meetings.

18.036 Committee Feedback Curriculum

- Governor Visit policy reviewed
- School Food policy reviewed
- Behaviour and Discipline Policy reviewed
- Intimate Care Policy reviewed.

Personnel

- The Personnel Committee is in need of another member. It was agreed that at least one of the new Governors when recruited would join the committee.
- Whole School Pay Policy reviewed.
- Redundancy procedure and review policy reviewed.

F&GP

- Fire Safety policy reviewed
- No Smoking policy reviewed.
- The Financial Summary for the end of the year shows the School to have a zero available balance left. This includes all information available at this point in time.

18.037 Review of MAT Presentation held 14th November 2017 *Confidential Minute Taken.*

18.038 Head Teachers Report

The full Head teachers report is now available on the website.

This Head Teachers Report has included detailed data reports as previously requested by the Governing Body. In summary, Mrs Smith told the meeting that the data was positive and overall achievement was above average. Mrs Smith confirmed that progress in Year 6 was good and that the School had strong SEND data. Mr Petre asked if there were any areas that were a cause for concern. Mrs Smith said that there had been a small drop in Mathematics but that this had been cohort specific. Mrs Moretto questioned the accuracy of the data on 'Average Scores' as it seemed to suggest that the national average scores for 'disadvantaged pupils' was higher than that of 'All pupils'. Mrs Smith will check this.

Mrs Smith told the Governing body of an exciting initiative whereby Chinese students come to visit Barnabas Oley. The exchange would be run by an established company and the visiting Chinese children/teachers would be English speaking. Mrs Smith said that the school were currently looking for 'host' families so that the trip could go ahead. Mrs Moretto asked if there had been many offers of hosting. Mrs Smith said that she was unaware of the number that had come forward at this point but that without sufficient support the trip could not go ahead. An information evening has been organised for Parents. Plans for the visit (scheduled for the week after February half term 2018) include a Chinese themed week in School including authentic Chinese calligraphy.

18.039 Learning Walk

After the meeting, Governors were invited to view the new School kitchen.

18.040 Date of Next Meeting

The next meeting will be held on **Thursday 25th January 2018 at 7pm**