



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time..: Thursday 25th January 2018

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes, Mrs R Smith (HT), Mrs C Moretto, Mr I Strath, Mrs K Whinney, Ms L Pitalis-Bliss, Ms S Autenrieth, Reverend C Furlong

In attendance: Ms C Jarvis (DepHT),

The meeting began with prayer, led by Reverend Furlong.

18.041 Apologies for Absence

Apologies received from Mr. A Pett who is away in Australia. Apologies accepted.

Apologies received from Mrs. M Oxe who has had to attend a work meeting. Apologies accepted.

Apologies received from Mrs. S Bonnett who is attending a work meeting. Apologies accepted.

18.042 Declaration of Interests

No interests were declared.

18.043 Minutes of the last meeting

The minutes were agreed and signed by the Chair.

18.044 Matters Arising

There were no matters arising.

Governors were reminded of Termly Briefing Meetings. Dates had previously been circulated via email.

Attendance at PTA meetings was confirmed for the remainder of 2018.

Action: Mrs C Fox to confirm Termly Briefing dates again via email.

Action: Mrs C Fox to update Roles and Responsibilities document to include PTA meeting attendance.

18.045 Training Summary

Mrs Pitalis Bliss updated the Governing Body on the Training that has been undertaken. The majority of training had been completed using 'The Key' as the primary resource. Mrs Moretto commented that the content within The Key was good, and easy to read and understand. All Governors unanimously agreed. Mr Petre reminded the meeting that, when logged into The Key, previous topics that had been covered were shown and therefore it was easy to keep track of topics that had been looked at.

Mrs Smith pointed out that plans were in place to do a CPD for Governors. CPD is already available for staff and serves as a very accessible and useful resource.

18.046 O-Track Training Review and Update

Mr Petre suggested that in the absence of the Data Champion Governors, (Mr A Pett and Mrs S Bonnett) that this item be moved to the next meeting. He also suggested that Mrs Smith circulate the presentation to Governors prior to the next meeting to give people a chance to look at it.

Action: Mrs Smith to send O-Track presentation to C Fox for circulation to all Governors prior to next FGB meeting.

Action: O-Track Training Review and Update to be added to Agenda for next FGB Meeting – C Fox

18.047 Recruitment of New Parent Governor

Mrs Fox confirmed that the Parent Governor elections were well underway with the ballot box open from Tuesday 30th January to Friday 2nd February 2018. The School received two self-nominations for one Parent Governor Vacancy, resulting in the need for an election. Mrs Smith commented that the standard of candidates had been very high with both being new to the School this academic year.

18.048 Recruitment of New Co-Opted Governors

Mr Petre confirmed that one of the previously interested parties was still very keen in joining the Governing body, but that there had been no response from the second. An advert had been placed in the Roundabout magazine. Mr Petre will keep the Governing Body informed of any further developments.

18.049 Breakout Committee Groups

The meeting separated into committee groups for breakout meetings.

18.050 Feedback from Committees

Curriculum

(Breakout Meeting chaired by Mr Petre in the absence of Mrs Oxer)

- **Policies –** Complaints for Parents (Approved)
SEND – (Approved pending minor amendment)
SMSC – Further Actions Required. (To be approved at next meeting)
- **Visits Approved** – a PE subject report on Sports Day has been approved.
- **Learning Walk Suggestions** – Suggestions for these included the world book day display in the main corridor for this half term and the new outdoor Gym equipment in the summer term.

Mr Petre raised the issue of the Parent Questionnaire for this academic year. He suggested that a shortened version that focused particularly on three key areas (Growth Mindsets, School Communications and Reading) be devised to gather feedback from Parents at the upcoming Parents Evenings. This shortened questionnaire could also be used to ask Parents to leave feedback on Parent View, which would be beneficial to the School given the likelihood

of an OFSTED Visit soon. Mrs Moretto agreed that now would be a good time to look to gather feedback from Parents, and that the more people that are encouraged to complete the Parent View Survey the better. Mrs Moretto also suggested that a computer be made available to Parents to complete the survey on Parents evening; though it was noted that this could encourage extreme responses. Mrs Smith said that she would consider this as a potential option.

Action: Mrs C Fox to draft Questionnaire for use at Parents Evenings and forward to Mrs Smith/Ms Jarvis for approval.

F&GP

(Breakout Meeting chaired by Mrs Whinney in the absence of Mr Pett)

- The financial Summary as of December is available on the website. Overall, the financial situation is tight. £7.5k was carried over at the start of the year. This now stands at a carry forward amount of £3.5k for this year. Costs have been cut as far as they can be, and no further reductions can be made.
- **SFVS** – This is due to be finalised at the next meeting.
- **School Finance Documents** – These were formally adopted.
- **Lettings Policy** – To be finalised at the next F&GP Meeting.

Mrs Whinney informed the Governing Body that Mr Noor Hussain had given the School some monies in memory of the late Rosemary Hussain. These funds were to be used for revamping the School Library.

18.051 Data and Results Session

Mrs Smith had circulated the OFSTED Data Dashboard to all Governors prior to the meeting. Mrs Smith said that the overall data was positive; being particularly strong in KS2. Disadvantaged children are doing well and results are well above the national level.

Mrs Petre asked if the data was consistent with that shown to Nigel Battey, Mrs Smith confirmed that yes, it was.

Mrs Whinney asked for clarity around the definition of a coasting school and if Barnabas Oley fell into that category. Mrs Smith confirmed that the School was not coasting and that it was above floor standards for 2016.

18.052 Full Head Teachers Report

Mrs Smith presented her full Report to the Governing Body.

In Year data shows that results are further ahead than last year. Mrs Moretto thanked Mrs Smith for including the Attainment Level Expectations grid which is helpful when looking at the data.

Mr Petre asked if there were any areas of concern with regards to data and attainment. Mrs Smith said that no, there were not.

Mrs Smith highlighted once again the low number of pupils attending the School as a concern. There are 125 pupils currently on the Roll. The adverse effects of low numbers will start to become tangible if numbers drop to 120 children. Most other Schools within CB23 have seen increased numbers of children, but this can largely be attributed to new local housing developments. Unfortunately, this has not been the case in The Gransdens, Abbotsley and Waresley – with little or no substantial building work being recently undertaken.

Ms Autenrieth asked how people knew about the School and how potentially it could reach new people. Mrs Smith said that currently, most children from Great Gransden Pre-School Playgroup and Greenfields Nursery came to Barnabas Oley and that the School did receive applications for children from outside the catchment area. Many people put Barnabas Oley as a second choice because historically it has been oversubscribed. Prospective parents are mindful of not getting a place at their catchment school should Barnabas Oley be full and therefore do not take the risk. It was agreed that the best ways to reach potential parents was through nurseries, the school webpage and word of mouth. Details of any spaces available are displayed on the front page of the Website.

Mrs Moretto suggested it is a situation that is out of the Schools control, but that all measures to 'advertise' it are already being undertaken. All Governors agreed.

Mrs Smith pointed out the positive achievements of the School, with Barnabas Oley winning a regional award for work it did on the Travel Plan, Walk to School Week, and the 20mph zone in Middle Street. The School had also entered a public speaking contest for the first time; which was a great success.

The Growth Mindsets Parents Evening had also been a great success. Mr Petre asked if the turnout had been good. Mrs Smith said that yes it had, with a good number of Parents attending.

Mrs Moretto asked about the plans for the Chinese Exchange. Mrs Smith said that there had not been enough responses from host families in time. However, they are looking to try and rearrange for the week after SATS. If the trip does not go ahead this year, the School will pursue it for the next academic year.

18.053 Plan Annual Review to Parents

Mr Petre had drafted a list of potential contributions for the Annual Report to Parents. This will be distributed to Governors.

Action: Mr Petre to distribute list to all Governors.

18.054 Date of Next Meeting

The next meeting will be held on **Thursday 8th March 2018 at 7pm.**