

Patcham Junior School
GOVERNING BODY

Meeting of:	Full Governing Body
Date/Time:	27 th June 2017 6pm
Location:	Patcham Junior School
For:	Full Governing Body, Website, Alister Sutherland
Present:	Governors (voting) Derrick Davis (DD) Tamsin Hinton-Smith (THS) Iseult Hull-Flower (IHF) Chair of Governors Ruth Nilsson (RN) Marion Rajan (MRJ) Mark Rodericks (MRD) Andrew Saunders (ASD) Ashley Seymour Williams (ASW) Headteacher Danny Simpson (DS) Shadric Toop (ST) Other (non-voting) Alister Sutherland (AST) Headteacher (from 1.9.17) Observer Janet Johnson (JJ) Clerk to the Governors
Apologies:	Nicky Caldwell (NC) - accepted Rebecca Stevens (RS) - accepted

MINUTES

	DISCUSSION AND DECISIONS	ACTIONS
1	Welcome and introductions. IHF opened the meeting and apologies were considered. A warm welcome was extended to AST and general introductions followed. Regretfully NC was unable to attend today and it was her last meeting. Governors wished to record their thanks for her contribution to the governing body.	
2	DECLARATION of Interest in items on the agenda. DS and ST reminded all their spouses worked at the school. No other declarations were made when invited. All governors could take full part in discussions and vote.	
3	OUTGOING HEADTEACHER'S REPORT Governors had already received and considered the report, the updated school improvement plan and the school self-evaluation. The self-evaluation included links to evidence. ASW now talked to the report, included recommendations going forward and took questions. School Self- Evaluation Judgements The school was now at the top end of 'Good' with elements of 'Outstanding'. There had been a rapid rate of progress and two years of great results. ★ Outcomes: Outstanding. ★ Leadership and Management: Outstanding. ★ Teaching and Learning: Good ★ Personal Development and Welfare: Good. Some more evidence was needed to show the school was consistent	

to move to outstanding.

Recommendations

- In addition to high expectations and Ofsted requirements, hold on to the community links and events.
- Staff have done a lot of work and deserve thanks.
- Continue with work reflecting the ethos of the school, such as the Eco Green Flag, Artsmark and School of Sanctuary

Notable Characteristic

There were still more boys than girls at the school and many more were expected from the Infant School in coming years.

There was now a slightly higher percentage of pupil premium pupils.

Leadership and Management

Staffing and Premises

The new staffing structure was now in place and the learning mentor had been readvertised with different hours.

Works over the summer were outlined.

Will the caretaker be overseeing it? Not for the whole summer, a management company will be around.

External Review

The School Partnership Advisor (SPA), would be attending on 11th July to review pupil premium outcomes and AST would also attend. She would be continuing in September.

Partnership

As a result of partnership work the local authority (LA) had reviewed Human Resources and reduced their costs.

Budget

A small surplus or balanced budget had been set for the next 3 years. Funds for continued professional development for AST had been included.

Outcomes.

A late paper with year 6 teacher assessment results had been circulated and considered. The position showed an improvement on the previous year. SATS results were not yet available and years 3,4, and 5 had been discussed at Curriculum Committee meeting.

Writing: - 82% overall had achieved age related expectations (ARE). There was no difference between girls, boys or pupil premium pupils at ARE, but for greater depth (ARE+) results were 15%, 22%, 7% and 27% respectively.

The indications in the LA was that there was a very wide range of results with some anomalous compared with previous performance.

Why did only 7% girls achieve ARE+? There were only 14 in total at ARE+. It was due to the cohort, for example 7 or 8 came to the school as level one, and 17% achieved level 3. Governors recalled the old levels were less demanding. Progress has been good and pupil

<p>premium pupils have achieved well.</p> <p>Combined reading writing and maths – this was around 78% at ARE and possibly >10% at ARE+; however the thresholds were not yet known. Reading maths and science ARE – 90%, 91% and 91%. What will happen when the English lead leaves? She is one of only 4 or 5 moderators in the LA. Our data is very fair and robust. She will be employed by the LA to do that role and there would be an option to pay for her service. This would need to be reviewed.</p> <p>Focus for next year. Quality of teaching and learning to share best practice and ensuring consistency across the school. A list had been provided and a governor could confirm there was nothing new. Another governor confirmed there had been a meeting regarding consistency and non-negotiables.</p> <p>Behaviour. Concern about low incidences of reporting had been discussed by governors and the school had carried out lots of work last term re anti bullying. The CPOMS system had helped in the recording of incidents and following a system review it was felt these now reflected more accurately the actual position. Is the data broken down further? Yes there were 10 this year, 2 this term. We look for trends and groups. There are no particular trends; however, it is all individuals with individual needs.</p> <p>Transitions These continued to be good and tailored to individuals when useful. The current year 3 data is fair and we think that this year's will be too.</p> <p>School Development Plan 2017/18 The 2016/17 plan had been up-dated and categorised as complete (green) not done (red) in course (amber) Ofsted (blue). In discussion it was agreed for the next year the governor section would be left blank for governors, the blue and red retained. Management would discuss and amend the amber rated and consider other matters that might arise. Some of the success criteria would likely be changed to take into account current definitions. They would then draw up a skeleton plan for governor consideration.</p> <p>Long term planning. Is there desire amongst headteachers to become an academy? There is tension between wanting to work together as a city and frustrations about the way some of the partnerships are working and how the LA are dealing with contracting. There will be implications flowing from faith schools joining multi-academy trusts. Governors discussed the possible further developments of the learning alliance of local secondary schools and its impact locally. They would continue to keep a watching brief on developments and the vision and strategy would be discussed next term.</p> <p>AST would attend the executive heads meeting of the partnership and</p>	<p>IHF</p> <p>IHF</p>
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	contingency plans would be discussed. Governors wanted to express their best wishes and thanks to Charlie Baker for all her work over the years and also to send a letter of thanks to staff.	IHF
4	CHAIRS' REPORT Governors had already considered the report which was accepted. Further to previous discussion and reviews of effectiveness it was agreed to build on the existing good practice, disband committees and governors would now make their reports direct to full governing body. IHF JJ MRJ ASD and DS agreed to meet 10 th July to set up the new annual plan and review 'job descriptions'.	IHF JJ MRJ DS ASD
5	GOVERNING BODY self-evaluation A skills audit had been completed and areas that could be strengthened were procurement, purchasing property, estate management and human resources. JJ recommended considering recruiting someone with no current links to the school. IHF would contact the local authority. It was agreed the process to change to the new governing body structure resulted from self-evaluation and a further activity was not required until next year. Governors were reminded they had been invited to the governor conference on 1 st July.	
6	MINUTES OF MEETINGS – 22nd March and 4th April The minutes were agreed to be an accurate record of both meetings and signed by IHF accordingly.	JJ
7	MATTERS ARISING There were no matters arising.	
8	SCHOOL IMPROVEMENT 8.1 Committees 8.1.1 Curriculum – MRJ gave a verbal report on the meeting a few days prior as the minutes had yet to be circulated. The maths and science objectives were on track. Governors were pleased to report lots of active learning. Safeguarding was on track. The issue raised at the meeting regarding disquiet with some aspects of referrals to Children's Services received further discussion and governors agreed with the response. The safeguarding governor had spoken to Dion today who had been supportive. A letter from governors would be sent to head of service. 8.1.2 Resources. DS advised that the current surplus would disappear by the end of year 3, due to a structural over-spend, but that over the three years, the budget was balanced. The minutes were accepted. JJ would circulate the financial scheme of delegation and request comments. Adjustments to allow for the change in structure would be made in due course. ❖ The budget 2017-18 was ratified 8.1.3 Pay Committee. This item was not taken. 8.2 Governors (if not reported elsewhere)	

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	<p>8.2.1 Governor Visits – DD would attend as part of the full health and safety audit. He would also review the sports premium budget. Governor days would continue.</p> <p>8.2.2 Training - no reports had been received</p>	
9	<p>ITEMS AND WORK REQUIRED FOR NEXT MEETING Nominations for Chair/VC, Chair VC of committee to JJ by 1.9.17. The next meeting would be at 5.30 on 11th September (Monday) and the first governor day the 7th November (Tuesday)</p>	
10	<p>ANY OTHER URGENT BUSINESS (with prior agreement of chair) Staff Declaration of Interest Governors had already been briefed on an issue regarding a potential conflict of interest and they now gave their views. They supported engagement with the staff, encouraging research, having clear expectations and guidelines, the need for consistency and upholding the reputation of the school.</p>	IHF
11	<p>GOODBYES This was ASW last formal meeting with governors and they passed on their small gift as appreciation for the very significant contribution he had made to the school and local community during his leadership of the school through interesting times. He would be missed. Everyone wished him well.</p>	

..... signed dated