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Full Governing Body	
Date/Time:	15 th July 6pm
Location:	Patcham Junior School - Classroom
For:	Full Governing Body, Website
Attendees	Danny Simpson (DS) Chair of Governors Andrew Saunders (ASD) Iseult Hull-Flower (IHF) Derrick Davis (DD) Nicky Caldwell (NC) Ashley Seymour Williams (ASW) Headteacher Anita Lower (AL) Valerie Williamson Trevor Howson (TH) Marion Rajan (MRJ) Shadric Toop (ST) Adam Smith (AS) Sarah Fitzjohn-Scott (SFS) Janet Johnson (JJ) Clerk

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	DISCUSSION and DECISION	ACTION
1	WELCOME DS opened the meeting, which was to be his last as Chair of Governors. M Rodericks and D Willsher had sent their apologies which were accepted and SFS had advised she would be late.	
2	DECLARATION of Interest of items on the agenda Both DS and ST's spouses worked at the school. No other interests were declared when invited.	
3	VACANCIES AL had already advised that she was stepping down from the governing body, which leaves two co-opted vacancies which Strategic Development Group is addressing.	
4	TRAINING 4.1 Recommendations following attendance NC and JJ had attended the Being strategic, being accountable course. Details had been circulated. They recommended ensuring sufficient time be allowed to fulfil their role of providing clarity of vision, ethos and strategic direction including long term planning. This fitted well with the reprioritisation plans SDG currently had in hand. 4.2 DD and JJ had attended Health and Safety, recommendations would be taken to Resources. 4.3 JJ had attended the clerks' conference which focussed on diversity, data and budgeting. Best practice was shared and there were no recommendations for FGB.	SDG

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	<p>4.4 DD had attended Equalities and recommended if the timetable allowed a visit from the speaker, possibly as part of an inset and for equalities to be on a GB/Committee agenda. He reminded all governors to be aware of the main points of the Equality act 2010. ASW confirmed it was now of greater significance as there was a greater percentage of Black Minority Ethnic groups in the school and it was also important in understanding the impact of news items. Have you had much support from the LA? MRJ offered a good risk assessment form. ASW advised staff were doing on the on-line Prevent training.</p> <p>It was agreed there was a need to make sure any negative views, particularly towards Muslims were countered but also to guard against radicalisation.</p> <p>JJ would check on GEL for further training opportunities in this area.</p> <p>4.5 VW had attended Governance Strategy Partnership meeting.</p> <ul style="list-style-type: none"> Governors ought to be concerned with adopted children as a group as most had been in care at some point so had the same attachment issues as children in care. They qualified for a higher Pupil Premium rate. <p>What do we do at the moment? ASW advised they asked the parents who then let us know. He confirmed they do present with complex needs, particularly attachment difficulties. Staff had received some excellent training.</p> <ul style="list-style-type: none"> British values. It was important to have a value base and there was a need to know if the provision had an impact. Life after levels. There had been a succinct presentation by Mary Ellinger from the LA and VW recommended it be considered that she gave a presentation to governors and attended a parents' forum. ASW would take this forward. <p>ASW advised the difficult task at the moment was 'deep learning' and reassuring parents there would be sufficient challenge. Governors supported the suggestion of different forms of communication at different times to ensure the message gets across.</p> <p>All the reports were noted.</p> <p>4.6 MRJ offered to give a safeguarding session to governors if required during the year. Curriculum would review.</p> <p>4.7 Requirements including Charing. This was not discussed.</p> <p>4.8 New Training link required. This was not discussed.</p>	<p>Curr</p> <p>JJ</p> <p>ASW</p> <p>Curr</p> <p>SDG SDG</p>
5	<p>CHAIR's REPORT</p> <p>5.1 Actions taken. No actions under emergency powers had been taken.</p> <p>5.2 Meetings attended</p> <p>There had been a 'catch up' meeting DS/ASW but nothing of note to report. Next week would be the final meeting of the Patcham Junior School Improvement Strategy Board that the LA set up after the 2013 Ofsted. He advised he would reiterate the resolution that we want to continue to be supported and would recognise the valuable contribution from Rose Wisdom and the LA.</p>	

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	<p>ASW has successfully argued PJS is a medium need school, as we are only recent out of category, changes to the Governing Body were imminent and there were still not many years of good data.</p> <p>Will we get cash? No but support, mostly from Linda McMillan the SPA.</p> <p>DD how many visits will she make? Five times in the first term including a data/target setting meeting and a check on presentation of books session.</p>	
6	<p>Report from STRATEGIC DEVELOPMENT GROUP</p> <p>The notes had already been circulated and considered.</p> <ul style="list-style-type: none"> ❖ Governors agreed to co-opt Andrew Saunders onto the governing body. He would no longer be an associate member. <p>SFS arrived 18.38</p> <p>It was confirmed nominations continued to be welcome for the positions of responsibility in the GB.</p> <ul style="list-style-type: none"> ❖ It was agreed to disband the data group. <p>Concern was expressed that changing to improvement plan links may be to the detriment of existing relationships with staff. It was recalled it would be the focus of the discussion only that would be changing.</p> <p>The notes were accepted.</p> <p>How did the parents' forum go? There were only three, outnumbered by governors, and ASW attributed this to the subject matter and the hottest day of the year. The parents were positive and made some good points. It was a useful forum to exchange information. There was a need to think what might encourage attendance next time. One of the governors reported they had met an attendee this morning and they were quite positive in coming in to help the school.</p> <p>When is the next one? October.</p>	
7	<p>COMMUNICATIONS PLAN</p> <p>A plan had not yet been drawn up.</p> <p>A draft questionnaire for the next parents evening had been circulated and ST outlined plans for obtaining parent views using iPads, survey monkey, direct approaches from governors and emailing those parents that didn't attend.</p> <p>What are we hoping to get out of them? We need to know what parents value (so we keep them) and the improvements needed so they can be addressed. We want to listen to views so need to encourage parents to talk to us.</p> <p>Is there anything we need to ask a question on specifically? In discussion it was decided focussed questions would follow once general impressions had been received.</p> <p>Can we have one for the children too? ASW advised they did have various surveys but they could do that. ASW would reword it to be child friendly.</p> <p>... and staff? Yes.</p>	<p>ST DW SFS</p> <p>ASW ST DW</p>

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- the amazing maths results L4 95% (86) L5 60% (42) L6 24% (9). Figures in brackets last year's national average.
- turning around the writing from a position of concern to L4 94% (85) L5 62% (33) L6 6% (2).

How did you achieve the writing success? We targeted children and group work which worked very well. We have also got rid of interventions that weren't working well. This did lead to some difficult conversations with parents. We put something better in place. The SENCO and Deputy headteacher worked well in evaluating what makes the difference in what makes the progress. We don't take children out of lessons unless it is going to make a difference.

Are the results subject to alteration? The SENCO is checking the only one who didn't make expected progress as they missed by one mark. The reading appears to have been marked inconsistently to we are checking all those within one or two marks. Governors agreed that when so many children arrive graded as level 3 it makes it extremely difficult to exceed progress as they need a level 6 (a grade D GCSE equivalent).

10.3 Disadvantaged pupils.

Because all the children did so well there was still a gap e.g. the APS of the cohort last year was 29.9 and this year the APS of disadvantaged pupils was 30.2 but the cohort this year was 30.4.

The possibility of having graphic representation of where the school is and where it needs to be to achieve outstanding was considered; however, because of the change to assessment without levels, this was yet to be developed.

10.4 Self-evaluation and the New Ofsted framework.

ASW advised the HMI had rung to congratulate the school on the results.

Governors agreed with the achievement and progress being at least comfortably good. Further analysis would be undertaken.

Governors had already received the common framework and handbook. They now viewed a video explaining the new framework and then the grade descriptors were now circulated. ASW considered there was less emphasis on progress and more on what to see in the classroom on teaching and learning. He considered the descriptors would be the roadmap to improvement.

They want to see the data still? Yes it is really important.

ST how often does a school go from a category 4 to a 2? It is quite rare. In the past 3 years data was needed but this was creating barriers to getting new staff.

10.3 Progress on development of new SDP

Key objectives based on Ofsted improvements identified, remaining items from the current plan and wider priorities from the current school vision had been drawn up. The next step was to highlight further key

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	<p>objectives following the end of year data review. This would focus on key groups. Work on vision due in September would also be included. It was requested the new plan incorporate the Ofsted phrases. ASW would link the plan to Ofsted.</p> <p>Governors would use success criteria and continue to monitor it on the visits. The reports would need to be carefully worded to ensure no ambiguities.</p>	<p>ASW</p> <p>SDG to note</p>
11	<p>Up-date from Committees:</p> <p>11.1 Curriculum – visits these had already been circulated. There were no comments</p> <p>11.2 Resources – The scheme of delegation had not yet been finalised. DD would feed back on induction at the next meeting.</p> <p>11.3 Pay Review – The pay panel had not yet met. The HT performance committee was up-to date on its meetings.</p> <p>11.4 Other. SFS and ASW had completed the health and safety audit and SFS reported the school were meeting all their requirements and meeting them well.</p>	<p>DD</p> <p>Res</p>
12	<p>Clerk's up-date</p> <p>There were no questions regarding the news items JJ had circulated previously. JJ now tabled a document summarising the new Ofsted arrangements and the new education and adoption bill.</p>	
13	<p>Suggested Dates of Next Meeting</p> <p>FGB – Tues 15th Sept 6pm</p> <p>Resources – Tues 29th Sept 6pm</p> <p>Curriculum – Tues 13th October</p> <p>SDG – 8th Sept or 22nd Sept</p> <p>These were agreed.</p> <p>Self-evaluation section 3 was postponed until the next meeting.</p>	<p>JJ</p> <p>JJ</p>
14	<p>RETIREMENTS and Thanks</p> <p>AL was retiring from the governing body having never missed a meeting in her 6 years. She thanked everyone for being easy to work with and felt she had gained more than she had given. She would miss it and encouraged everyone to continue the good work, thanking ASW and MRD for their hard work.</p> <p>DS recalled AL had helped both set up the GB processes and deliver them as well as having been such good support to everyone. All joined in with their appreciation and thanks.</p> <p>SFS thanked DS for being Chair of Governors and for not going at the time of the 2013 Ofsted. DS in turn thanked everyone for their support. It had been a challenge but it was rewarding and he was glad he had stayed to see it through.</p> <p>There being no further formal business the meeting closed at 19.55.</p>	<p>JJ</p>

..... signeddated

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Item	Owner	Action	Due by
4.1	SDG	Build in long-term planning to year's work	8.9.15
4.4	Curric/SDG	Consider how best to include consideration of equalities	13.10.15
4.4	JJ	Check GEL for training opportunities Equalities	Next FGB
4.5	ASW	Mary Ellinger presentation – parents/governors – investigate	Next FGB
4.6	Curr	Consider training requirements – e.g.safeguarding/Marion	13.10.15
4.7	SDG	Consider training requirements – e.g. chairing	15.9.15
4.8		and training link governor (Terry replacement)	
7	DW ST SFS	Draw up communications plan	8.9.15 (for FGB)
8	ASW DW ST SFS	Draw up questionnaire for pupils and staff	8.9.15 (for FGB)
9.4	SDG	Plan for sharing information across the whole GB (c/f from June)	Next FGB
10.3	ASW	Link SDP to Ofsted phrases	Next FGB
10.3	SDG	Use success criteria when drawing up new visit monitoring forms	Next FGB
11.2	DD	Feed back to Resources on induction	Next Res
11.3	Resources	Check up-to-date with Pay Committee arrangements/liaise ASW as reqd.	
13	JJ	Circulate dates and note agenda item for FGB	22.7.15
14	JJ	Up-date governor support	22.7.15
13	SDG	Decide which date to meet in September – before or after FGB but before C or R	