

**Meeting of the Governing Body of Barby C of E Primary School
held on Monday, 12th March 2018 at 18.30**

Present: Jody Toone (JT) Head Teacher; Emily Archer (EA) (Chair); Claire Iveson (CI) (Co-Chair); Doug Macmahon (DM); Kath Huggett (KHu); Charlotte Saunders (CS), Sarah Hedley (SH), Sarah Stainton (SS) Clerk

Absent: Julie Elliott (JE),

Meeting started at 6.30pm, and was deemed to be quorate with 7 Full Governors.

1	<p>Welcome and apologies Apologies were received from Julie Elliott (JE). EA welcomed everyone to the meeting.</p>	
2	<p>Declarations of Interest There were no declarations of interest at this meeting.</p>	
3	<p>Approval of minutes from meeting held on The minutes were approved and no matters of accuracy were identified.</p>	
4	<p>Matters Arising EA still awaiting confirmation from Helen Buckley (HB) as to whether it is necessary to hold minutes on Plumsum and in hard copy. CI to chase HB on this. It was identified that the minutes need updating on the website. SH or Nicola can put them on. SS to email attendance details to SH</p>	<p>CI</p> <p>SS</p>
5	<p>Headteacher's Report <i>Personnel Changes</i> Qs. How does the extra supply teacher on Mondays and Fridays affect the budget especially given our tight budget? We're ok, she is being paid on an hourly rate from 9.30-2.30pm she runs her own company and will invoice for her own time. The Wednesday TA cover is via an agency. We have to prove we are spending the money to be able to put an application in for funding. This support is also showing we are doing all possible to support this child and enable the application for the EHCP. JT confirmed that Mrs Ellis is now well and back at school.</p> <p><i>Inclusions / Incidents</i> Qs, Could you explain more about the procedure for an ECHP and the outcomes that could be expected? ECHP is the replacement of the former 'Statement'. The ECHP is for children who could be educated in a special school however by parental preference they are being educated in mainstream but with additional support. They have a high level of special need. JT is expected to gain an ECHP for the child and then will say that Barby CE School can't meet the needs of the child.</p> <p>Are we likely to get the funding? There is not much money in the pot. An EHCP used to come with money but doesn't really anymore. You can also apply for money from the 'High needs block funding' (Northamptonshire CC's fund). To be granted this funding, you must show spending more than £6000 on supporting the child. You then may receive money to fund the additional needs. There are 2</p>	

<p>children that JT has currently applied for ECHPs for. If no ECHP is granted, unfortunately we may need to expect an exclusion NCC are aware of this. The pupil is spending minimal time in class, as an alternative timetable has been created, the impact on the learning of others is, therefore, minimised.</p> <p>A discussion took place about the state of Northants finances and their inability to meet their statutory requirements and the pressure that this puts on the child's family and the potential threat to the child's safeguarding. A lack of alternative provision for Primary age children in both Northants and Warwickshire was commented on. Northamptonshire is unable to provide for 6th day provision if there was a permanent exclusion and will only provide 4 hours of home tuition. It was commented that Northamptonshire CC is also taking the assumption that there is a parent or carer at home to look after this child putting additional stress onto the family.</p> <p>Qs. How far are you down the process? About halfway, it's a 20 week process.</p> <p>Qs. What sort of evidence do you have to provide? Specialist assessments are gained from a cross section of medical and child special needs professionals. This is backed up by a lot of history.</p> <p><i>Safeguarding</i></p> <p>Qs. Did the parent give an explanation? How was the child cared for in that hour? Was the child distressed? The child was fine however safety-wise for staff this was an issue as 2 members of staff had to stay behind. Being able to contact a parent during the day has been an ongoing issue with this family. Since this event the parent has started responding in a suitable amount of time.</p> <p><i>Building / Site issues</i></p> <p>Qs. What is the time scale for the heating timer? How is this being managed in the mean time? This is being done this week. Luckily the timers for heaters are separate to the heating.</p> <p>Qs. Could we purchase blinds? Due to the trees being blown down behind the new classrooms. It is more of an issue that people can see in than vice versa. The Parish Council and DDC need to talk about the tree situation. SH to chase both parties.</p> <p>A discussion took place around the difference between a child being seen in the classroom and a child being seen in the playground. The conclusion was reached that the issue is around children getting changed. The use of sticky window distortion film was agreed on by governors as a temporary measure until trees were replaced.</p> <p><i>Standards and Target setting</i></p> <p>Qs. Has this been discussed with the 2 pupils parents? JT has met with both sets of parents.</p> <p>Qs. Do these 2 pupils have adequate emotional support from school to cope with their below average attainment? These 2 pupils are Pupil Premium pupils and have support of Mrs Morris.</p> <p><i>Academy Improvement Officer/Diocesan School Support consultants visits:</i></p> <p>Qs. Was the differentiation within a lesson observed?</p>	<p>SH</p>
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	<p>Differentiation was clear, planning was left out for Gill Broughton (GB) to view, and all teaching was at least good. GB commented that Barby feels like a completely different school which was really nice.</p> <p>GB's next visit on 17/4/18 will be pure analysis of data, in the summer it will then be analysis of end of year data.</p> <p>Qs. With regard to the 'high mobility', how many children have joined the school since September? Are they split amongst the whole school? 10 children have joined – Yr1 = 1, Yr2 =2, Yr 3=2, Yr4=3, Yr5=2, while 8 children have left.</p> <p>Gov. comment This is a high number of children.</p> <p>Qs Why did the children leave? 5 children relocated over 100 miles away, 1 child came and went, 1 moved to Leamington, 2 moved to Kilsby and 1 moved to Clifton (nearer home). There is a huge pressure in this mobility in that all children except one who came to the school were below age related expectations. 4 are from out of country.</p> <p>There are 2 potentially new children looking round this week, one of which has a high level of special needs.. Village schools can be very nurturing and there are lots of positives, however, it is sometimes better to seek a bigger and therefore better resourced school. If your child needs specialist care and support, this is not the best school for everyone.</p> <p>Qs. Does this potential Special needs child have an EHCP? No they haven't, an early help assessment is open at the moment.</p> <p>Qs. If children move school, does special needs assessment have to start again? In theory you can continue on with assessment undertaken in the child's previous school, however in reality you don't know the child and you're picking up on someone else's paperwork which is always difficult.</p> <p>Qs. Did you have any backlash from closing the school during the extreme snow at all? None at all</p>	
6	<p>Governor recruitment</p> <p>There are 2 potential new governors. Steve (KHu's partner) and Natalie a former KS3 teacher whose covering letter and details were circulated.</p> <p>Natalie was unable to attend the FGB in March but was aware of what the role involved. It was proposed, seconded and agreed that Natalie be co-opted on to Barby's Governing body. CI to contact HB to get advice on the procedure around Co-opting a governor within PDETand then will liaise with Natalie to complete the relevant paperwork and DBS check.</p> <p>It was agreed that CI and EA need to meet Steve and he should be invited to the next FGB to watch and check he is happy to become a Governor. He is an IT, figures person, a skill needed in the Governing body team.</p> <p>Qs Do we still need more governors? It was agreed to advertise once more in the newsletter as it would be useful to have more people available for daytime visits into school. EA to arrange the advertisement,</p>	<p>CI</p> <p>CI, EA</p> <p>EA</p>
7.	<p>Policies</p> <p><i>Trip Visit policy</i></p> <p>It was agreed that the policy was very well written, clear and straight forward. A grammatical error (a full stop in the wrong place) was highlighted in the risk assessment section.</p>	

	<p>EA emphasised the need for everyone to be aware of GDPR and to share information. KHu will see if she can access one via Warwickshire CC. There are courses available through Fairfield for GDPR – the school will pay for one if needs be.</p>	<p>All governors KHu</p>
11.	<p>Issues raised from committee meetings <i>Performance and Standards (P&S)</i> The committee analysed Target Tracker and Data dashboard – interesting but hard as it is difficult to see trends as there are not many children in the year groups. It was identified that some will struggle with SATs in Yr 6, governors are aware of the concern about the progress data. The committee is reviewing how they record Governor visits and are looking to HB for advice.</p> <p><i>Resources and Finance (R&F)</i> The main issue for this committee is a lack of members. The meeting only took 35 mins and are now looking at embedding this into the FGB next time to see how it runs. Much of the information is recorded in the Head Teachers report. SH was complimented for her easy to read reports. The 2017/2-18 deficit has been approved of just under £36,500, and the 2016/2017 budget ratified with a carry forward of £78,817 resulting in a carry forward at the end of 2018/2019 of £42,320 if we go into agreed deficit. Money spent looks odd in some areas, possibly due to a coding issue with the figures, from the change in admin personnel. The school may not go into deficit this year which will then result in a further carry over.</p> <p>A lump sum of money is needed for capital improvements such as the boiler, potential leaks, slabs, water pipes, fencing, new doors etc. Qs. Have these jobs been prioritised? We have already had someone in to service the front door and outside doors and have had quotes to fix them. We have had a quick fix with the boiler however condition surveys are being done on all schools and Barby is hoping for money from PDET for this and other areas. Qs Are the slabs not a trip hazard? They are a trip hazard but have been so for a long time, we are looking to highlighting them with yellow paint to highlight them being uneven.</p> <p>We have to be mindful that when we input figures for the new funding formula, that we run into a deficit after just a couple of years. Gov comment: All schools will be in this situation with this.</p>	<p>EA</p>
12.	<p>Issues raised by Governor Visits EA – No issues raised from her target tracker meeting with CS CI met with SH and undertook a Health and Safety audit DM has posted his Maths visit form on Plumsum</p>	

13	Issues raised with PDET PDET have asked JT to ask Governors not to use personnel email addresses. SS also now has a Barby email address. It was pointed out that PDET are still emailing governors to their personal email addresses.	
14.	Chair's Items SEN training – Khu couldn't find the location and would like to re-booking to attend on 27/3/18. SH agreed to follow this up and will hopefully rearrange this. Feedback on stage 3 complaint, and overview of the complaint was given. A confidential addendum is available with these minutes.	KHu SH
14	AOB DM agreed to forward a 1 page summary on GDPR from 'The Key'. IT was agreed to keep GDPR on the agenda for the foreseeable future.	DM
15	Items excluded from the minutes to be made public Agenda point 13, feedback from stage 3 complaint.	
16	Dates and times of future meetings: The date of the next FGB was agreed for Thursday 26 th April 2018 at 6.30pm. There being no further business, the meeting closed at 20.05.	