

Minutes FGB 27<sup>th</sup> September 2018 @ 4.00pm

**Present:** Marisol Smith (MSm); Lana Brown (LBr); Derek Lovell (DLo);  
Sue Furdas (SFu); Shaun Andre (SAn); Pete Weston (PWe);  
Warren Carter (WCa); Adam Sutton (ASu);

**Apologies:** Sonya Taylor (STa); Nicki Fee (NFe)


**In attendance:** Hazel Gould (HGo) – Clerk

Agenda Item	Discussion and Decision	Action
1.	<b>Apologies for Absence :</b> STa & NFe apologies for the meeting but both had attended during the Governors Day and considered the school development plan, annual planning and pupil attainment and progress.	
2.	<b>Declaration of business interest in items tabled during the meeting:</b> ASu. SAn and HGo declared business interest.	
3. <i>Page 1</i> <i>Page 2</i> <i>Page 4</i>	<b>Minutes of the Meeting held on 12<sup>th</sup> July 2018 and Matters arriving: Matters Arising –</b> Item 4 – HFe to be asked to come into governors’ meeting to talk to governors about poverty proofing. As there has been a restructure, class visits had been postponed over the summer term. It was agreed that the focus for the autumn term would be behaviour and resilience. SFu to prepare the standardised reporting sheet for governors. As well as class visits, it was agreed that governors would work with the school council to develop a pupil survey. DLo will lead on this in relation to children being safe online. Item 9 – Collaboration Agree has been signed and sent to Coombe Road Primary School. Item 10 – Class visits will be based on talking to the children to see how they approach their work and look at the display referencing learning. HGo asked to send class teachers / class names to SFu,  Governors reminded to look again at the Safeguarding Policy on school website.  The minutes of the meeting held on 12 <sup>th</sup> July 2018 were signed by the Chair as a true and accurate record.	<b>MSm</b>  <b>SFu</b>  <b>DLo</b>  <b>HGo</b>  <b>All Govs</b>
4.	<b>Head Teacher’s Update –</b> A complete session on pupil progress and attainment took place in a dedicated session in the governors’ day on 27/09. Governors agreed that a summary of their discussions, including the Q&A to the SLT be appended to the minutes. ASu reported	

	<p><b>NOR</b> - 260 pupils including Nursery. 38 are Reception children.</p> <p><b>Attendance</b> is 93.8% - No holidays to be taken by families or fines are issued.</p> <p><b>Question</b> – If INSET days were all clustered together would attendance improve?</p> <p><b>Answer</b> – The authority has trialled a two week October break but it has not improved attendance so in 2019 will revert to 1 week break in October. There is an option for the school to cluster its INSET days to create a ‘week’ for parents and that is something AS will consider.</p> <p><b>Exclusions</b> – 2 half days – vulnerable children. Key adult was absent for 1 of the children and 1 child is borderline.</p> <p><b>Open Days</b> – are being held in October and November for prospective new parents. If they are unable to attend on these days a member of staff will take them around the school at a convenient time for them. To be advertised on Facebook; twitter; website and a banner to go out at front of school. Dates to be given to WCa and LBr.</p>	<p><b>ASu</b></p>
<p><b>5.</b></p>	<p><b>School Development Plan:</b> The main discussion of the development plan took place in a dedicated session of the governor’s day on 27/09. Governors agreed that a summary of the Q&amp;A from the session be appended to the minutes.</p> <p>ASu asked if there were any further questions from the session held earlier in the day where SDP was discussed.</p> <p><b>Question</b> - Given what happened with the KS2 results, which were disappointing, what strategies have been put in place for this year?</p> <p><b>Answer</b> – The year 6 cohort last year made good progress across Yr6 but they started from a relatively low base and needed accelerated progress to meet their ARE. If resources had allowed, the school would have organised booster sessions for the year 6 children as there is evidence from the school that it is an intervention which works for our children. The teaching plans for the new year 6 cohort ensure that any interventions are built in at the start of the year. Moreover, the school has identified the need for exam practice to help familiarise the children with the format and environment of the tests. Finally, the staff are working to understand how SAT questions relate to learning in earlier years, as ARE achievement is very much a culmination preceding attainment. This approach will mean that all staff have ownership of the KS2 outcomes.</p> <p><b>Question</b> – Yr6 did they take KS1 SATs?</p> <p><b>Answer</b> – Yes they did, but their attainment was low in KS1.</p>	
<p><b>6.</b></p>	<p><b>Budget Update –</b> Due to the restructure and deficit, Brighton &amp; Hove Finance asked for a five-year budget projection to ensure that the budget would balance in year</p>	

	five. Figures were explained to Governors (papers given showing difference between new and previous budget). Governors agreed the five year budget, given they had previously had extensive discussion of the staffing structure and finance in the summer term.													
<b>7.</b>	<p><b>Nominated Governors –</b>  Safeguarding – Derek L  SEND – Sue F  Attendance – Lana B  Pupil Premium – Sue F and Marisol S  Health &amp; Safety – Peter W with Marisol S support  Staff Care – Lana B  Headteacher’s Performance – Marisol S / Sue F  PE / Sports – Shaun A</p> <p><b>Committees –</b></p> <table border="0"> <tr> <td><b>Resource Committee</b></td> <td><b>Teaching &amp; Learning Committee</b></td> </tr> <tr> <td>Marisol S</td> <td>Sue F</td> </tr> <tr> <td>Lana B</td> <td>Nicki F</td> </tr> <tr> <td>Sonya T</td> <td>Peter W</td> </tr> <tr> <td>Warren C</td> <td>Derek L</td> </tr> <tr> <td>Shaun A</td> <td></td> </tr> </table>	<b>Resource Committee</b>	<b>Teaching &amp; Learning Committee</b>	Marisol S	Sue F	Lana B	Nicki F	Sonya T	Peter W	Warren C	Derek L	Shaun A		
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<b>8.</b>	<b>Policies for Agreement:</b> No policies for agreement, although all governors were reminded to review the safeguarding policy.													
<b>9.</b>	<b>A.O.B –</b> SBM asked to give names and amounts of grants received to be given to WCa.	<b>SBM</b>												
<b>12.</b>	<p><b>Date &amp; Time of Next Meetings:</b></p> <p><b>Full Governing Body – 13<sup>th</sup> December 2018 / 21<sup>st</sup> March 2019 / 16<sup>th</sup> May 2019</b></p> <p><b>Teaching &amp; Learning and Resources Committees –</b></p> <p><b>Week beginning 26<sup>th</sup> November 2018/ 4<sup>th</sup> March 2019 / 29<sup>th</sup> April 2019</b></p>													

Signed:  Chair of Governors

Date: ~~13<sup>th</sup> February~~ 2018  
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