



Barnabas Oley Church of England Primary School FULL GOVERNING BODY

Meeting Date/Time..: Thursday 15th November 2018

Place.....: School

Present: Mr J Petre (Chair), Mrs M Downes (Head teacher), Mr A Pett, Mrs S Reardon, Mrs S Perry, Mr A Kluth, Mrs V Corrie-Wing, Mrs E Ferreira, Mrs K Laverick

In attendance: Ms C Jarvis (DepHT), Mrs C Fox (Clerk)

The meeting began with prayer, led by Mrs Downes.

18.0119 Apologies for Absence

Apologies were received from Mr I Strath who is away on holiday. Apologies accepted.
Apologies received from Ms S Autenrieth who has a prior work commitment. Apologies accepted.

Apologies received from Mrs S Bonnett who has a prior family commitment. Apologies accepted.

Apologies received from Mrs K Whinney who has a prior work commitment. Apologies accepted.

18.0120 Declaration of Interests

There were no declarations of interest.

18.0121 Minutes of Last Meeting

The minutes of the last meeting were approved and signed by the Chair.

18.0122 Matters Arising

Succession Plan for role of Chair

Mr Petre welcomed Mrs Corrie-Wing to the Governing body following her recent election as a Parent Governor.

As Mr Petre will be stepping down as Chair of the Governing Body after this meeting, Mrs Whinney will take over the role from January 2019. Mrs Whinney will then train Mrs S Reardon to take over as Chair from September 2019. Mr Petre's term as a co-opted governor also comes to an end in November 2018. He was unanimously re co-opted onto the Governing Body for a further 4 year term.

18.0123 Recruitment of new Staff Governor

Mrs Downes welcomed Mrs Kate Laverick onto the Governing Body as the recently appointed Staff Governor.

18.0124 Recruitment of new Foundation Governor

In Mr Strath's absence, Mr Petre told the Governing Body that the parish was close to appointing a new Vicar, and that this was anticipated to be finalised in January. It was decided that the appointment of a new Foundation Governor be put on hold until the new Vicar was in post.

18.0125 Review of Flowcharts

Governor Agenda/Minutes flowchart - Approved - No amendments.

Governor Policies Flowchart - Approved – Minor amendments to be made regarding checks on whether policies remain statutory, relevant and necessary.

Governor Visit Flow Chart - Approved

18.0126 Review of Ofsted Visit/ Findings

Mrs Downes confirmed that the factual accuracy check had been returned and that the official Ofsted rating of 'Outstanding' would be shared with parents next week. Mrs Downes told the Governing body that the children and the staff had been absolutely amazing in showing the school at its best and keeping the two inspection days as 'normal' as possible. The Children were exceptional, well behaved and keen to speak to the inspectors. During the inspection, areas looked at included safeguarding and safer recruitment, data (both in year and end of year), subject leads, spending and budgetary control, parent view, parent logs (focusing on bullying and policies in place to prevent and deal with bullying issues) and also joint lesson observations with the headteacher.

Mrs Downes said that, overall, the experience had been a positive one. Nigel Battey (SIA) had been in school the day before Ofsted arrived which had been a great help.

Mr Petre reminded the meeting that no other school inspected under the new Ofsted framework within the last five years has ever been upgraded from good to outstanding, and that this achievement must not be underestimated.

There will almost certainly be implications for Barnabas Oley following the new rating. Mr Kluth asked if an increase in pupil numbers would be likely. Mrs Downes said that yes it would; the combination of house building in Gransden and the Ofsted result would swell demand for places at the school. This would have a positive impact on the school's overall financial stability with more pupils meaning more funding. Mrs Downes said it may be possible that other schools may wish to come and look at Barnabas Oley and use the school as an example/benchmark. Mr Kluth asked if this was likely to put extra pressure on staff. Mrs Downes agreed that this may be a possibility and that she would be mindful of the situation. Mr Petre stated that admissions are managed by the Local Authority and that Barnabas Oley have no direct control over numbers admitted. Currently, the school can have a maximum of 147 pupils when at full capacity. It was noted that any change in PAN was a lengthy process. (The recent change to an additional 2 pupils per year will take 7 years to roll out). Historically, the school has had 6 classrooms when numbers were higher. (The sixth being where the 'Space Place' is now). It is possible that this could be reinstated should the demand for pupil places be high enough. Mrs Reardon asked if the school could make a decision on the number of classes without the input of the LA. Mr Petre confirmed that yes, it could, however the school must take into account budgetary restraints (new teacher, TAs etc) and PAN numbers when considering this. Mr Kluth asked if expansion of the school

would be a consideration and under what circumstances that would happen ensuring that the 'village school' ethos was preserved and that resources were not diluted and/or overstretched. Mrs Downes confirmed that a higher numbers of pupils was a positive thing and that there were more pros than cons – all of which could be reviewed if and when the situation arises. Spaces will naturally fill up and if an approach is made by the LA to expand this can be looked at again. It was noted that it was thought the likelihood of this was small. With other relatively local schools still with spaces that need filling, it is likely that the LA will seek to fill these first to preserve the financial viability of those other schools. It was unanimously agreed that Barnabas Oley would not look to 'poach' pupils. The school does not wish to put other schools at risk by consciously and deliberately seeking to compromise their pupil numbers and therefore risk sending them into financial crisis.

Mr Petre suggested to the Governing Body that the school's recent Ofsted success should be more publically celebrated. All agreed that, given the scale of the achievement, yes it should. A banner for outside school was suggested and also the possibility of approaching the media. Mrs Downes agreed to look into this. It was unanimously agreed that the success of the Ofsted visit should be celebrated. Mrs Downes said that in addition to an event for staff and Governors it would be good to have a celebration that involved the children. This was agreed. Café Oley is already scheduled for 7th December and it was decided that this would be a good date given that it is one already in the school calendar. It was suggested that a Tea Party might be a nice idea that could possibly be opened up to parents too. Mrs Downes will look at options for this. Mr Petre suggested that potentially the Staff & Governor event could be held at Clare College, given the relationship with Barnabas Oley. All agreed that this would be a good idea. Mr Petre agreed to make contact with Clare College. If this is not possible, the Reading Rooms in Great Gransden could be an alternative option.

Action: Mrs Downes to finalise details for the celebration event within school.

Action: Mr Petre to contact Clare College to make enquiries about the possibility of holding a celebration there.

18.0127 Review of progress against SDP

The meeting separated into smaller groups to review the Governance section of the SDP.

Action: Mrs C Fox to update SDP on the website.

18.0128 Review of updated SEF

The SEF is available on the website.

For the benefit of all new Governors, Mr Petre explained the purpose of the SEF as being a 'live' document used to show how the school evaluates itself. It is used in conjunction with the SDP and Head Teachers Reports to provide an insight into the 'heartbeat' of the school at any given time. Mrs Downes told the Governing body that the SEF had only recently been updated, but that amendments would be made around EYFS to reflect further observations undertaken throughout the Ofsted Inspection.

18.0129 SEN Report and Review

A meeting is scheduled for Ms Autenrieth and Mrs Downes on Monday 19th November. Feedback will be provided at the next meeting.

18.0130 Feedback on performance Review of Head Teacher

In Mrs Whinney's absence, Mrs Downes confirmed that this had been completed with new objectives set.

18.0131 Governor Statutory Responsibility training point

Due to time constraints, this item will be moved to the next FGB meeting.

18.0132 Breakout Committee Groups

The meeting separated into committee groups for breakout meetings.

18.0133 Feedback from Committees**Curriculum**

- Behaviour and Discipline, Intimate Care, and Display policies approved.
- Sex and Relationships Policy – The department of education policy on Sex and Relationships is currently out for consultation. With this in mind, and to ensure both compliance and relevance, the policy was approved but will be reviewed again when further guidance is available.
- The Governor Visits Schedule was reviewed following Ofsted feedback. Mrs Reardon will email Governors directly when their subject visit is on the schedule for that half term.
- Mrs Vivien Corrie-Wing will take over as Link Governor for science.

F&GP

- October's Financial summary is now available on the website. The budget is tight, partly due to an increase in pupil numbers that had not been included. There are some anomalies on the report that are being looked into around the PE Grant and potential for clawback on the Universal School Meals funding.
- The financial position will continue to be monitored and scrutinised, although the committee expect the school to be in a much more positive position next year.

Personnel

- The possibility of 'well-being' days for TAs had been discussed.
- More Governors were required to undertake the Safer Recruitment Training. This can be done online.
- The Whole Pay Policy has been reviewed, but required several amendments before it could formally be approved.
- New Governor Induction Policy – Mrs Whinney is going to look at this and restructure it to make it a more useful resource for New Governors.
- Teacher salaries/pay bands have been reviewed and approved by the Personnel Committee at the last meeting.

18.0134 Learning Walk

Due to time restraints, this item will be moved the next FGB meeting.

18.0135 AOB

Mrs Downes gave her interim Head teachers report.

Highlights included

- SIAMS inspection is due in March. The framework for these inspections has changed.
- Feedback from recent Ofsted Inspection
- GDPR Update.

18.0136 Date of Next Meeting

The next meeting will be held on **Thursday 24th January 2018 at 7pm.**