



## Barnabas Oley Church of England Primary School FULL GOVERNING BODY

**Meeting Date/Time.:** Thursday 24<sup>th</sup> January 2019

**Place.....:** School

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

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

The meeting began with prayer, led by Mrs Downes.

### **18.0137 Apologies for Absence**

Apologies were received from Mrs S Autenrieth who is away in Germany. Apologies accepted. Mr I Strath will join the meeting at 8pm with Reverend Rachel Blanchflower.

### **18.0138 Declaration of Interests**

There were no declarations of interest.

### **18.0139 Minutes of Last Meeting**

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

### **18.0140 Matters Arising**

- **Celebrating OfSted - Staff and Governor Social**

Unfortunately, Clare College are unable to host this event and therefore an alternative venue will need to be sought.

**Action: Mr Petre to look at alternative locations/venues to host.**

- **The Neighbourhood Development Plan**

The Neighbourhood Development Plan is a locally led initiative. By definition, the *'Neighbourhood planning helps local people to ensure that they get the right types of development for their community, where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.'* Mr Pett told the Governing Body that the Gransden NDP Steering Group are due to meet with the County Council Admissions Team to discuss the implications of major development within the village in case the school would need to look at expansion. The NDP steering group are keen to work with the Governing Body to ensure that the school is directly involved in any discussions. In light of this, the NDP have invited representatives of the school Governing Body to join this meeting. It was decided that Andrew Pett (who is also Chair of the Parish Council) and Karen Whinney (Chair of Governors) will attend. Mrs Downes suggested that it would be beneficial for the meeting to take place at School so that everyone was aware of the

limitations/capacity of the school site. It was unanimously agreed that this request would be made when the meeting was arranged. Mrs Reardon asked if there was a wider issue with admissions facing the school; in particular, the impact that extensive development within Gransden could have for children living outside of Gransden, but currently within the School catchment area. Mr Kluth asked if the Gransden NDP included the complete catchment area and if it did not, asked whether it should. Mr Pett confirmed that it did not, but that similar plans may exist separately. Mrs Whinney agreed that it would be good to know what was happening within Abbotsley, Waresley and Little Gransden and if they had a similar NDP/steering group.

As a Small Settlement, there is no large demand or pressure for additional housing within Gransden. Mr Pett said that currently, though the Sand Road application had been passed, permission to build had yet to be granted and was dependent on the developers meeting certain requirements. Mr Petre reminded the meeting that ultimately the School did not have direct control over its admissions, and therefore would not make any final decisions. It was agreed that no immediate action was necessary but that Mrs Whinney, Mr Pett and Mrs Downes would meet with the County Council and NDP and report back to the Full Governing Body.

**Action: Mrs Downes, Mrs Whinney and Mr Pett to attend meeting with CC and NDP and report back to Full Governing Body.**

#### **18.0141 Breakout Committee Groups**

The meeting separated into committee groups for breakout meetings.

#### **18.0142 Committee Feedback**

##### **Curriculum**

- Parental Feedback from the recent Literacy afternoon had been positive.
- The Governor Visits Schedule is available on the website. Governors were asked to let both Mrs Reardon or Mrs Fox know once visits were booked at school. Miss Jarvis asked that plenty of notice was given to the teachers to allow time for preparation. Despite the schedule, visit reports were not being written promptly and published on the website following sign off. However, on many occasions the visits were taking place. The schedule will continue to be used until the end of the academic year but additional information regarding dates will now be included on the schedule to hopefully gain greater control of this area. At the end of the academic year the curriculum committee will review this schedule retrospectively to decide whether the volume of visits planned is manageable.
- The Governor Visit Report proforma will be updated to include a section specifically to cover the provision for 'More Able and Talented' pupils within each subject.

##### **F&GP**

- Policies approved – Lettings Policy and Fire & Safety Policy
- Financial Summary as at December 2018 was reviewed and the School is in a healthier position than the previous summary reviewed by governors.
- SFVS development is underway for submission by end March
- Health & Safety – next visit is due to take place on Thursday 28<sup>th</sup> February at 3:15pm.

- Benchmarking analysis and adoption of contract regulations to be considered at next meeting

*Mr I Strath and Reverend Rachel Blanchflower joined the meeting. Reverend Rachel Blanchflower joins as a guest to the meeting.*

#### **18.0143      Review of SIAMS SEF**

The next SIAMS inspection is due in March and will take place under the new schedule / format which looks at seven strands. Mrs Downes has distributed a first draft for initial comment following the re-write of the SIAMS SEF to accommodate the new schedule. Notable changes to the previous document include the addition of *'I can do anything through Christ who strengthens me'* to the *'Be the best that you can be'* school banner. The school cross signage has also been amended to include the new values that have been introduced in the last year of *'Perseverance'* and *'Resilience'*. New signage has been ordered to replace the old versions in school. Feedback from the Governing Body was positive. Mr Strath said that the document was both 'full' and impressive; and excellently showcased the schools Christian ethos and values. He also commented that the document demonstrated well the links with the wider community. The SIAMS SEF is currently being re-formatted to look like the School SEF but due to the length of this document this is still ongoing. Mrs Hodges is due to work on the SIAMS SEF over the next two weeks. After that, a revised version will be sent to Mrs Fox for distribution to all Governors for further review. Mrs Downes noted that it was important for governors to review the second draft alongside the guidance included in the first draft from The Church of England Education Office. This will be issued in mid-February. There will be a turnaround period for comments of **one week**.

**Action: Mrs Downes to send updated SIAMS SEF to Mrs C Fox for distribution to all Governors to review.**

#### **18.0144      Governor Statutory Training Point**

Mr Petre discussed the importance of the Governors Handbook as a resource. Particular attention was paid to Section one – Effective Governance. Mr Petre reminded new governors that training could be completed online or through attendance at a course. Mrs Whinney also told new Governors that the New Governors Induction Policy also included a checklist which would act as a record of training completion. It was unanimously agreed that it remains good practice to have good and comprehensive training, although there was no requirement to show certificates obtained. There were no additional comments or questions from the meeting.

#### **18.0145      Review of Governor Roles and Responsibilities**

An amendment was made to the Roles and Responsibilities document which now includes a description of what is required for Special Responsibility Roles. Subject areas/ PTA meeting attendance for the remainder of 2018/19 was all confirmed.

**Action:            Mrs C Fox to update document and add to website.**

### **18.0146 Full Head Teachers Report**

The full Head Teachers Report is available to Governors on the website.

Summary of Key Points from the Report:

#### **Role and Class Organisation**

The number of children on roll remains the same at 134. There are no spaces in KS1 but there are spaces across all KS2 classes.

#### **Data**

*Mrs Downes had made the IDSR (Inspection Data Summary Report) available to Governors prior to the meeting.*

This is a highly detailed document which breaks down the Schools achievements and results through a range of graphs and tables. The report included targets predicted for SATs in May. These targets are generated based on prior attainment and are set (by the school) to be ambitious. Due to the small cohorts at Barnabas Oley, each child represents 5-7% and therefore the individual achievements of each child have a large impact on the overall results of the school. Mrs Whinney commented that the targets for greater depth were particularly ambitious. Mrs Downes agreed, and said that she was confident that they were achievable. Mrs Corrie-Wing said that Bourn school had good data for greater depth and asked whether they had shared any best practices that Barnabas Oley could adopt. Mrs Downes noted that she had visited Bourn school in her previous role as Maths subject lead and reviewed the strategies being used some of which she felt were transferable. Miss Jarvis said that staff were already aware of some of the strategies being used at Bourn and were keen to implement them.

Mrs Corrie-Wing emphasised that following Ofsted's recent visit, the onus was now on the Governing Body to continue to scrutinise and challenge the data presented. This was agreed by all Governors.

### **18.0147 Learning Walk**

Due to the large number of new Governors, the learning walk was informal and allowed Governors to move around and familiarise themselves with the school.

### **18.0148 Date of Next Meeting**

The next meeting will be on **Thursday 21<sup>st</sup> March 2019 at 7pm.**