

Midsomer Norton Primary School
Full Governing Body Meeting
Thursday 5th October 2017 at 6.00pm

Present

Michael Keeling
Alun Randell
Stephen Robinson
Jane Jones
Beth Selway
Hayley Bullock
Anna Swift

1.	Chairs Opening Remarks	
	MD welcomed the Governors to the meeting. MK clarified that the next meeting would be held on the 7 th December 2017, a week before the Trust meeting.	
2.	Apologies for Absence	
	Apologies were received and accepted from DS, PE, BT, EC, KP and BS (who may be able to join the meeting later).	
3.	Declaration of Interests and Register of Pecuniary Interests - Update	
	<p>(a) Declaration of Interests - Update</p> <p>AR asked that all Governors sign this if they have not already done so. (Governors have also been asked to sign a separate form regarding disqualification by association).</p> <p>(b) Register of Pecuniary Interests – Update</p> <p>HB stated that she is involved in the sports provision for the school. MK confirmed that this is not a concern for the Trust.</p>	
4.	Confirmation and Signing of the Minutes of 21st September 2017	
	4.1 The Minutes of 21 st September 2017 were agreed to be a true and accurate record of the last meeting and were signed off by MK (Prop: MK Sec: AR)	
5.	Matters Arising from the Minutes of 21st September 2017	
	<p>9.1 <u>Parents Evening</u> – Governors were asked to contact LC if they are able to attend Parents Evening on October 15th and / or 19th.</p> <p>9.2 <u>Subject Link Governors</u> – AR confirmed that we have Link Governors for Maths and Literacy. MK to be Link Governor for Curriculum. HB to be Link Governor for areas of Pastoral and Pupil Premium. MK stated that Governors should aim to get into school twice a year for a morning or afternoon.</p> <p>6.1 <u>Pupil Premium Spending Agenda Item</u>– Actioned.</p>	
6.	Governance Matters	
	<p>6.1 <u>Vice-Chair</u> – MK nominated SR as Vice-Chair, seconded by AR. Vote taken, proposal carried. (BS joins the meeting).</p> <p>6.2 <u>Calendar of Meetings</u> – LC to update calendar on Google Drive to show the LGB dates.</p> <p>6.3 <u>Child Protection Training</u> – AR stated that any Governor who had not undergone the CP Level 1 training would need to do this. AR added that any Governor who did not have a DBS under the school or Trust would also need to do this as per Trust requirements.</p>	ACTION: LC
7.	Budget 2017/18	
	7.1 <u>Overview</u> – AR stated that the MAT financial year runs September to September. AR reported that we have put forward a deficit budget which AW has confirmed	

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	<p>he can do. AR stated that there is a potential deficit of £6833 at the end of next year which is a concern, and we will need to consider how we make up that deficit. AR commented that we will need to get the numbers up in both the reception and nursery. AR reported that there are only 33 children in reception this year instead of 45. We are also expecting a loss on school meals as BANES have increased the cost to £2.60, whilst we are charging parents £2.40. AR stated that we are not currently happy with the quality of the meals provided by BANES. MK added that this is an area the Trust will be exploring in the longer term. AR stated that it is not yet known what increase we will receive from the 'fairer funding formula'. MK asked whether the Governors had noted the budget and had any further questions on it. HB commented that she did not feel the Governors had been able to input or impact on this. MK responded that the budget was now the responsibility of the Trust but that Governors should be informed on this.</p>	
8.	Staffing	
8.1	<p>AR stated that a letter will be going out to parents re a teacher leaving us. AR reported that this is an unexpected change for Years 3/4 but a new teacher is in place to start on Monday on a temporary contract.</p>	
9.	School Self Evaluation	
9.1	<p><u>Overview</u> – AR reported that the headlines were outlined in the Governors Crib Sheet. MK stated that the SEF looks at various categories which Ofsted would give a judgement on; outstanding, good, requires improvement and inadequate. AR stated that we have judged ourselves to be 'good' in all areas with work to be done to be consistently good in all areas.</p>	
9.2	<p><u>Teaching & Learning</u></p> <p>AR stated that we have judged ourselves as a 2; good. AR reported that we have tackled the variation in experience of the children as they go through the school via redeployment of staff and variation in roles. The progress in Year 6 is above the national average but attainment is below. AR stated we have gone some way to addressing the reasons for this but there is still some work to be done.</p>	
9.3	<p><u>Personal Development, Behaviour & Welfare</u> – AR reported that this section looks at how resilient and independent children are as well as behaviours such as tolerance. AR stated we have judged ourselves a 2; good, although again, there is work to be done to be solidly good. AR reported that the 'Raise Online' data showed that for a small cohort of our SEN/ disadvantaged children, attendance was an issue and we have worked well to improve that. .</p> <p>In terms of behaviour there are areas for development and we continue to work on our lunchtimes. AR stated that we are short of SMSAs and this has impacted on this. AR stated that we are not yet clear on the criteria for the sports premium funding but we would like to spend some of this on a lunchtime playleader. HB queried whether the Governors are approving or accepting the SEF. AR responded that it is the responsibility of the leadership team to evaluate ourselves and to send it to Ofsted. HB stated that she would like to have more focus placed on celebration, how we can increase our celebration of good behaviour and further develop how we do currently this. AR commented that we do have various ways we do this at the moment including gold awards, the respect bench, celebration assembly. MK added that he felt this was something we could look to build on and an area that the Trust is currently exploring.</p>	
9.4	<p><u>Leadership & Effectiveness</u></p> <p>AR stated that we have judged ourselves as a 2; good. AR reported that joining the MAT is a big area for development and we need to ensure we collaborate effectively. AR stated that there are already positive signs and he has been more supported and challenged in the last 5 weeks than the previous 2 years under the Local Authority. AR stated that we need to consider how we ensure</p>	

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	<p>the Link Governor system is sustainable and effective and the staff feel supported by the Governors.</p> <p>9.5 <u>Outcomes for Learners</u></p> <p>AR stated that we have judged ourselves as a 2; good. AR outlined that the results in Early Years are above the national average in all areas, as per the data shared in the last meeting. In terms of pupil premium this is a mixed picture with some year groups making good progress but not all. This is therefore an area on the School Development Plan (SDP).</p> <p>9.6 <u>Early Years</u></p> <p>AR stated that there have been some changes around staffing. Previously there had been 2 job share teams which meant that communication had been an issue. Now we have an Early Years Lead providing greater consistency. Both the quality of learning and outcomes for learners are above the national average. JJ commented that the acronyms can be hard to decipher. AR to use full notations in future.</p>	
10.	School Improvement Plan	
	<p>10.1 AR reported that this is currently unfinished and uses the new Trust format. The cover sheet gives some summary and context.</p> <p>10.2 <u>Outcomes for Learner</u></p> <p>AR outlined that the main areas of priority are; phonics, guided reading and developing a culture of reading. AR reported that we are planning events to help develop a reading culture including inviting Early Years parents in to see teachers modelling reading, book club and drop off and read sessions. AR stated that there is a big change in guided reading, moving towards a whole class approach and organising interventions in addition to that. NB to attend training on this. MK stated that he felt the phrase 'in line with national average' was not ambitious enough and that if children are coming in at national average, they need to be leaving at above that.</p> <p>10.3 <u>Teaching & Learning</u></p> <p>AR stated that we are bedding down the maths calculation policy and have held information evenings for parents on this. AR reported that we have moved away from ability grouping in maths. AS agreed that this was a positive move as ability based groups mean that you remove good modellers. HB queried how this fitted with the Ofsted aim to challenge children further. AR responded that we will need to encourage children to push themselves and to differentiate tasks and levels of difficulty for themselves.</p> <p>10.4 <u>Personal Development, Welfare & Behaviour</u></p> <p>MK reported that growth mindset is a big focus for the Trust. AR stated that the school is working towards a culture of 'I can't do that YET'. SR stated that there is an error in the second box; 'abroad' as one word. SR also queried what there is in terms of spiritual development and exploring a sense of 'otherness'. AR agreed that we could do more on this area. MK added that this is a working document and will be on the agenda for the next meeting.</p>	
11.	Pupil Premium, SEN & Vulnerable Children	
	<p>11.1 AR reported that, as per the Ofsted requirement, the Pupil Premium Spending Plan document is on the website for parents to view. AR outlined that this is extra money intended to target those children who may be materially disadvantaged. We receive £80k, the vast majority of which goes on the staffing budget. AR stated that we will need to report on the actual impact of this money, although some of the targets will be hard to measure and evidence currently. AR summarised the current statistics;</p>	

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	<p>End of Year 6; 55% of pupil premium children met the standard in reading. This rises to 62.5% if we take a child currently on an EHC out of the calculation. The progress score for reading is -3.1, which is below the national average for all children (a national average for pupil premium children is not available).</p> <p>Writing; 66% met the standard, increasing to 75% without the EHC child. Score of 4.3.</p> <p>Maths; 44% met the standard, increasing to 50% without the EHC child. Score of -0.7.</p> <p>Year 2; 100% children met the standard in writing, maths and reading.</p> <p>Early Years; 50% met a good level of development.</p> <p>AR reported that the planned spend for next year was largely the same with some hopefully going towards out learning mentor and 1 to 1 reading with SMSAs. MK added that we would look at this again in the next meeting.</p>	
12.	Safeguarding	
	<p>12.1 AR reported that we will be audited by the Trust on 18th October. SR to confirm his availability to spend time with the auditor. MK stated that AR's appraisal had been carried out by AW, JS and SR, and recommendations had been made to the Trust.</p>	
13.	Communication	
	<p>13.1 SR asked for instructions as to how to check the Governors' email address for any communications. AR responded that we would look at this and that the MAT are looking to redo the Governors' email.</p>	
14.	Any Other Business	
	<p>14.1 <u>P.E. & Sport Premium Funding</u> – HB reported that there has been a recent increase in the funding we receive for P.E. and sport funding, from £8k to £16k, meaning we receive around £10 per head. HB added that we don't yet know the criteria for this funding. HB reported that all of the after-school clubs are now free but that we need to consider how we link that back to the School Improvement Plan and how we link it to inactive children and pupil premium children. HB outlined that it is important we keep registers so that we can see if we are capturing those children who weren't already attending the clubs anyway. HB stated that our aims should be to target those children separately and effectively and ensure that we make sustained use of this funding. HB stated that she already had seen some effective ideas such as playground markings and other measures linking healthy lifestyles and healthy minds. MK proposed that HB spoke to AR separately about this ideas in more detail.</p>	
15.	Date of Next Meeting: Thursday 7th December 2017	

The meeting closed at 7.30pm

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Committee Chair / Date