

**NORTH YORKSHIRE COUNTY COUNCIL
WEAVERTHORPE CE (VC) PRIMARY SCHOOL GOVERNING BODY**

**Minutes of the meeting of the Full Governing Body
Tuesday 26th September 2017 at 5pm**

Present: Chair Femi Shellard (FS) Parent Governor
Janette Wilkinson (JW) Headteacher
Ellie Barker (EB) Staff Governor
Andy Bowden (AB) Foundation Governor
Nick Carnes (NC) (VC) Parent Governor
Trish Lake (TL) Foundation Governor
Julien Martel (JM) Co-opted Governor
Lucy Bannister (LB) Parent Governor

In Attendance: Laura Waites (Clerk) (LW)
Apologies: None
Vacant: LA Governor; 1 x Co-opted Governor

Minute	Details	Action
1.0917	<u>Welcome and apologies</u> AB opened the meeting with a prayer. FS welcomed EC as the new staff governor and NQT with the school and all governors introduced+ themselves. There were no apologies to report. JM was invited to join the GB as a co-opted governor. FS proposed, TL seconded and all agreed this appointment.	
2.0917	<u>Chair and Vice Chair</u> LW confirmed that FS and NC are to continue in year 2 of their Chair and Vice Chair appointments which were agreed last September for two years.	
3.0917	<u>Declaration of interests, pecuniary or non-pecuniary</u> None	
4.0917	<u>Confidential Agenda Items</u> None	
5.0917	<u>Minutes of the last meeting</u> The minutes of the last meeting held in June 2017 were agreed and signed by the Chair. There were no matters arising.	
6.0917	<u>Matters Arising and review of actions</u> Agenda timings for this meeting to be amended to reflect the 5pm start time. Review of actions from the minutes: - HT has advised parents of recent staff appointments - HT reported that good progress has been made with works -Charging and Letting policy examples are to be sent to FS – HT will speak to FR. -other policies to be done – data protection, FOI, ICT Q are they for the new regs next year? A HT will send the latest version templates. - LW to send JM and EC the induction information - LW to send child protection training link to all governors (has been sent to TL) -LW to let FS have EC and JM's contract details so he can share the training information. - FS to respond to query ref 10.6.17 - HT progressed road marking. - Path clearance done, needs doing again for autumn - Priorities – included in HT report this meeting - SATs data to be circulated on secure system; access has been resolved.HT noted the LA also provide local data collection, this was free in the past but now there is a £60 charge. The data is awaited and will be circulated as soon as received. It is looking green generally. -FS was involved in the recent shortlisting. - Decisions/impact will be captured in a similar way to actions.	HT LW LW LW FS

7.0917	<u>Register of Interests</u> LW to circulate electronic copies of the business interest forms for governors to complete.	LW
8.0917	<u>Governing Body Update</u> LW reported that there is 1 x LA governor vacancy and 1 x co-opted governor vacancy. TL reported she is going to leave the P.C.C. and this may impact on her role as foundation governor – AB/TL to check with the diocese that she can continue. If TL is not able to continue as foundation governor it may be possible to put her forward as an LA governor or she could be appointed by the GB as a co-opted governor. LW has followed up the LA governor vacancy with NYCC. FS welcomed the two new governors JM and EC and will send training information.	AB/TL FS
9.0917	<u>GB standing orders and code of practice.</u> The GB standing orders and code of practice were approved with no changes and all governors signed the code of conduct.	
10.0917	<u>HT report</u> HT referred to the pre-circulated HT report which included pupil projections. KS1-KS2 have made above expected scores in writing (last year's Y6s) and improvement in maths. This shows the hard work Karen has done is having an impact and the GB noted the successful work in this area. Q Do we know which bits have improved/need work? A Yes, can see in different elements of the curriculum Q Can we link areas for focus with the performance? A Yes Q For all schools? A Have to pay for this detailed data – which is what the £60 charge is for. Q Does the score this year become zero next year? A HT explained how year on year scores will work Q Will we keep annual data to compare? A Yes will be doing this year on year comparison Q Does the result in reading mean the same focus needed in writing? A HT has discussed with Karen; feel best approach is to continue the push on reading to maintain the interest and keep fresh feel Q Is there any focus on gender? Much difference between boys/girls? A Has been national focus – re. boys in literacy and EYFS. The GB discussed different learning styles and needs of boys and girls. HT noted The school bears this in mind for creative writing and other aspects of lesson planning. However, the national approach is about all children make expected progress at certain ages – the school can try to take differences into account as well as it can. Chair noted that the school tries to enable children to learn in a way that best suits them and the school is showing good progress from this approach. Q In SATS is there a line that says anything about the make-up of the cohort? A Yes. Q In EYFS the national average for good level of development is 66 and in Weaverthorpe it is 50, however, national average point score is 34 and Weaverthorpe is 38. This means capable children are not progressing as quickly as national average in Weaverthorpe. HT noted a small cohort have SEN. HT gave an example of how this can impact on the stats. The GB was happy that this level of scrutiny was being done. Q What does the school do to support any SEN? A Teach them as individuals tailored to needs e.g. with a TA so don't disrupt learning of anyone else. HT gave an examples of how the children in classes get to understand each other. HT gave examples of how this is helping improve behaviour and learning of those with SEN. However, there is not much financial support so this does put pressure on the school. Q Y4 – the data says 8 children but the report shows 7. A HT will look at the percentage again to reflect actuals – this will help the GB	

	<p>look at areas of concern as showing some red. HT reported on the impact of not having a TA in some areas e.g. on amount of time HT spends in classroom.</p> <p>Q Any clues re. what caused the decline? A Need to put more emphasis onto these children</p> <p>The GB thanked HT for her report.</p>	
11.0917	<p><u>Policies</u> HT reported that the policy review schedule has been circulated. The Behaviour Policy was reviewed and was approved by the GB.HT will arrange for it to be published on the website.</p> <p>HT noted that the schedule lists all the policies and when they need to be reviewed. It was agreed that HT review the first three including Child Protection FS to review the Teachers Pay policy for the approach to be taken by the GB. Budget management – FS/FR to review. Collective workshop – HT to review.</p>	HT FS FS/FR HT
12.0917	<p><u>School development plan</u> HT referred to the pre-circulated SDP and noted it was written in a style to be published on the website for parents to see. The GB agreed it should be published.</p>	
13.0917	<p><u>Religious education quality mark</u> HT referred to the pre-circulated document. The GB agreed that HT is to publish the document with the amends highlighted below: - to personalise it to the school with a heading and opening introduction.</p>	HT
14.0917	<p><u>Correspondence</u> FS reported that he received a letter on last day of term regarding some concerns i.e. state of the pirate ship, school jotters not fully used; reading books sent home from the library. The response was as follows: - pirate ship being re used - jotters sent home for children to use as they want as no longer used in school. - school library – all old books were given to children who wanted them. Have been replenished with new stock. FS sent a response and no further comments have been received.</p>	
15.0917	<p><u>Premises health and safety</u> HT is looking to get lights replaced and budgeted for this to be done at half term. The new office area has been completed and HT will also use the space as an intervention / break out area.</p> <p>Q Is there any comms in the room? A There is a telephone</p> <p>Q Is the wifi password secured? A HT will check with IT</p> <p>Q Portacabin – progress with the damp patch? A The roof has been fixed to address damp parches on the ceiling. Regarding the one on the wall, the dinner trolley was in front of it. HT will get it addressed.</p> <p>Q AB noted that he hadn't signed in when came to do assembly and queried if other people also in this situation – how get access to the school? A HT will review the process.</p>	HT HT
16.0917	<p><u>Staffing update</u> HT reported on the new appointments made to the school in terms of teaching staff and TAs. HT noted have has an amount of staff absence due to sickness and covered the situation regarding supply and staff sickness insurance cover. There is cover after 16 days for TAs on the insurance.</p> <p>Q Can the school review the cover? A HT will discuss with FR.</p>	HT
17.0917	<p><u>Clerks update</u> LW will circulate what was covered at clerk's meeting. Also noted the changes to</p>	LW

	the governor module a system to store GB details.	
18.0917	<u>Impact on pupils of GB decisions (since Sept 17)</u> New staff Office renovation Review of data New role in PE – improvements in PE	
19.0917	<u>Calendar of dates for the year</u> The following dates were agreed for the rest of the year at the last meeting: Tues 21 st November – finance and resources Tues 13 th February – school improvement (changed to 6 th February) Tues 20 th March – finance and resources Tues 22 nd May – school improvement Tues 26 th June – finance and resources	
20.0917	<u>AOB</u> LB queried Data Protection regulations as she has changed broadband provider and is now getting an 'unsecured message'. The GB discussed the new guidelines that are coming out and will review the process when more information is available. Q Was there some money that the school could access for spending on ICT? Could this be used to help with the school IT security and broadband systems? A HT will speak to FR. FS advised he is delivering a workshop next week to staff on teaching computing to primary school children.	HT
21.0917	<u>Close</u> AB closed the meeting with a prayer. The meeting closed at 6:35pm.	