

POWERSTOCK CE VA PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting
6.30pm Tuesday 20 November 2018 at Powerstock CE VA Primary School

Present: Louise Greenham (Headteacher) LG, Lauren Goringe LMG (Chair), Julia Stantiford JS, Anna Seal AS, Michael Crabb MC, Tim Connor TC, Joanna Moss JM (Vice Chair), Tisha Crutchley TCr, Revd Chris Grasske CG, David Jones DJ

In Attendance: Natalie Green NG (Clerk)

Q/C = Question/Challenge

Item 1. Welcome

LMG welcomed all to the meeting, particularly new Foundation Governor DJ.

Item 2. Apologies

Apologies were received and accepted from Felicity Fairbairn.

Item 3. Declaration of Governor's Business Interests

There were no matters to declare that would conflict with the Agenda.

Item 4. Minutes of the last meeting of 17 September 2018

The minutes were agreed as a true record.

Item 5. Matters Arising

10 Read Keeping Children Safe in Education on behalf of Governors and report key items – JM reported that she had done this and noted content on Children Missing Education and the responsibility of schools to look at the impact of this on the child. She also noted that peer on peer abuse needed to be included in Child Protection policies.

Other actions had been completed and there were no further matters arising that would not be covered by the Agenda.

Item 6. Chairs Update & Correspondence

LMG reported that Poorton PCC had sent a cheque from their Harvest Supper. The monies were to be spent on bibles. LMG had written to express thanks on behalf of governors.

She noted a campaign originating in West Sussex on emergency funding for SEND. This had now gone national. LG had passed the campaign letter to Sir Oliver Letwin MP who had written to the originator of the campaign in West Sussex saying that he would like to help in obtaining short term relief.

JM and LMG had attended the recent Chairs Briefing which had covered the new Ofsted framework looking at a broader curriculum from Sept 2019, input on the High Needs Block deficit which would be discussed on the Agenda and a speaker on standards, especially the governor's role in data, Safeguarding and the SDP.

LMG expressed thanks to NG for providing training on Sharepoint. TC noted that he needed to re-try the password as an error may have been made. TCr would check it with Janet Hallbery again. LG asked governors still having difficulties to ring her and she would talk them through it.

Item 7. Headteacher Performance Management

(At 6.44 LG and AS left the meeting).

LMG described the HTPM meeting yesterday with JM, LMG and Lisa Crewe SEP where it had been decided that all objectives had been met and the committee recommended an uplift in the pay scale. This was unanimously agreed by all governors present. Further objectives were set for next year around Literacy (focussed on Writing improvement), the new tracker system progress, monitoring the budget and work to increase the numbers on roll. The SEP had praised LG highly.

(At 6.45 JS joined the meeting and LG and AS rejoined the meeting.)

Item 8. Headteacher's Report

The report had been circulated previously and LG gave an overview.

There were 57 on roll and three children had joined that month, two in Y5 and one in Y1. There were 7 first choices for September 2019 and two families were booked to look round next week. The school had been working on PR with social media at the centre of its efforts, aiming to make strong links with Hooke Nursery with a view to gaining more Reception class entry children. One Y2 child had left the previous week.

Attendance from the start of term to 10.11.18 was currently 95.08%.

There were now 5 children in receipt of Pupil Premium and a report was being prepared.

The SEND Register was now 24% and LG had met with the Educational Psychologist that day and had proposed the initiation of two EHCPs. She noted that the Beaminster Base was to be closed as it was not stipulating the kinds of needs catered for. She noted that this could have quite far reaching consequences.

Staffing - a 1:2:1 TA would be leaving at the end of term as child they supported was moving schools. She would retain her role as an MDS for 3 days a week for the foreseeable future. A Bath Spa teaching trainee would be working in Burton class until January 2019.

The West Dorset Collaboration meeting would take place on 21.11.18 and would look at MAT status. The proposal to remain as a Collaboration had been put to the Regional Schools Commissioner.

Quality of Teaching & Learning assessment – a holistic tracking system was being implemented. SPTO was noted as not being used to its full capacity and there was a cost factor involved. CG mentioned the system Loders use which they were very satisfied with and would let LG know.

LG also referred to the card system used for behaviour management. **Q/C Governors asked about the card system in terms of behaviour and rewards and alerted LG to an incident which may be perceived as demotivating to other children.** LG noted this.

A simple Pupil Questionnaire was being planned for KS1.

There were no further questions.

Item 9. School Development Plan

LMG referred governors to the Governor Section of the SDP. She would conduct a review of the Single Central Record that week and proposed an overall examination of Safeguarding processes which would be RAG'd. JM would send final version to LG.

There had been no further updates to the SDP since the last meeting.

Parent Questionnaire - LG and LMG will meet to work on this and link it to the SDP.

Item 10. Safeguarding

LMG noted that she was the Safeguarding Link Governor but noted advice at the Clerks Briefing that recommended that it was best practice to have the roles separated from the Chair. JS would consider taking on this role.

LG had previously circulated the termly Safeguarding report. LMG would undertake the NSPCC Safer Recruitment training.

Item 11. Governor Visits

CG noted the new SIAMS framework and said that inspections would be re-starting from January 2019. Alignment with Ofsted was a key aim. CG mentioned some of his activities with children on visits this term. He added that he had filed a SIAMS folder on Sharepoint.

Literacy - DJ had visited and had observed a session with AS.

JM would be conducting a PE visits over the coming weeks.

TCr had conducted Health & Safety visits.

JS was planning a Maths visit with AS.

Item 12. Committee Reports

Curriculum – TC reported that the meeting had covered writing and able boys. It was beneficial to see the reduction in the numbers of SEND children in school and the work of the SEP Lisa Crewe was much valued, though at cost. There were no further questions.

Finance – JM noted that the school was submitting a bid to improve boundary and fencing but considered the cost too high at £22k, with significant contributions to costs by the school. The additional funding from Government for ‘little extras’ could be £4-5K which could assist in meeting these costs. The classroom move was considered more pressing and these monies could cover costs involved with outdoor spaces. She noted the Outturn of the £24.5K deficit and noted that the school had worked hard and continued to work to reduce it. The committee had looked at a sensitivity analysis of 8 children and 10 children joining, which was significant, so pushing to increase the number on roll was critical. She noted that Richard Hart, a supplier who had undertaken drainage works had donated the work free of charge and governors expressed thanks to him.

Item 13. Public Health Dorset Whole School Approach bid

JM noted that Public Health Dorset had invited funding bids with a complex set of parameters to meet. JM had completed the bid application which she outlined. She had linked into the Collaboration to expand the number of pupils potentially affected. A film to accompany the bid was shown to governors. This had been very well viewed and LG praised the work of JM and LMG for putting it together. The results of the bid were due on Monday 26 November 2018. Governors expressed a ‘well done’ to JM for this piece of work.

Item 14. Consultation on funding for 19-20 and the High Need block deficit

DCC, via the Schools Forum were asking schools to make a contribution to the £9.8 million DCC overspend. JM described the consultation process, adding that the full picture was not evident – it could be a small amount to contribute at the lower end but there were a number of scenarios, so it could be more. The consultation was due to end tonight. LG showed questions raised via the consultation so far. Governors unanimously agreed that they were not in favour of making a contribution, with the rationale being that the school’s significant contribution last year towards the restructure costs had been precipitated by previous SEND cuts.

Item 15. Policy Adoption

The Teaching Staff Pay, Admissions 2020/21, Child Protection Policy amendment, Complaints Policy and Health and Safety policy had all previously been circulated and governors agreed their adoption. LG noted that the policies were all on Sharepoint for governors to view.

Item 16. Clerk's Notices

Pupil Premium Link Governor – JM agreed to take this on and would visit Janet Halberry to gain an overview.

LMG noted that Zoe Cary (ZC) was joining as an Associate member and expressed thanks to ZC for her work on SEND. There was currently only one Authority Governor vacancy and Iain Cowper, who provided IT services to school was considering applying. CG added that the church would continue to seek suitable Foundation Governors to replace MC when his term expired.

NG had booked essential training for DJ and governors discussed new Foundation Governor training with the Diocese, which DJ would look into. LMG and JM had read through the HTPM course slides.

Item 17. Any Other Business

LMG referred to the Pilates sessions being run in the Hut and noted that staff were attending these. Costs of £10 per session were agreed from the Governor's Fund, for the benefit of staff wellbeing.

Q/C Governors asked about their responsibilities relating to staff wellbeing. LG noted that proper staffing levels were key to this and getting more numbers on roll to enable this was critical. CG noted his role as a school chaplain and LG would reiterate this in the staff meeting.

LMG noted that the Co-op had donated £4.5k for use in the Forest School.

Item 18. Date of Next Meeting

Tuesday 12 February 2019 6.30pm

There being no further business the meeting closed at 8.11pm.

Item No	Action	By Whom	Date
9	Draft RAG'd Safeguarding Review	JM	ASAP
9	Complete SCR Check	LMG	ASAP
10	Complete Safer Recruitment training	LMG	ASAP
16	Visit JH to gain PP overview	JM	ASAP