



Newtown Primary School Governing Body

Full Governing Body Meeting Thursday 26th February 2015 at 17:30 Venue: Newtown Primary School

Present Jenny Lloyd (JML) Penny Burnside (PB) Khadija Alamoudi (KA) Richard Westlake (RW)
Hayley Back (HB) Sandra Dalglish (SD) Steven Fearn (SF) Saxon Spence (SS)
Victoria Darios (VD) Ruth Jones (RJ) Jill Mathers (JM)

In Attendance: Jessica Benger (JB) (Clerk)

Apologies: James Lyons (JL) Frances Everson (FE)

Absent:

Quorum: 7. 11 in attendance, meeting quorate

		<u>Action/ Resolution</u>
1.	<p>Apologies for Absence JL - Work Commitments. FE - work Commitments Absences sanctioned Agreed by all present</p>	<p>Absences sanctioned Agreed by all present</p>
2.	<p>Declaration of Interests invited and declared None noted</p>	<p>Noted</p>
3.	<p>Welcome to new governor JML welcomed JM to the governing body. All governors introduced themselves</p>	<p>Noted</p>
4.	<p>Approval of meeting minutes from AGM 15th January 2015 AGM Minutes from the 15th January 2015 agreed by all present and signed by the Chair.</p>	<p>Minutes of the AGM 15.01.2015 approved and signed</p>
4.1	<p>For information: Minutes of the FGM 11th December 2014 Circulated prior to the meeting. Matters arising from the meeting have been carried forward to this meeting.</p>	<p>Noted</p>
5.	<p>Matters Arising from the minutes of the FGM</p>	
5.1	<p>Co-opted Governors There has been no response from parents or the community in response to the adverts.</p> <p>Action: re-advertise for community governors in the school newsletters</p>	<p>Action: re-advertise for community governors in the school newsletters</p>
5.2	<p>14. English as Additional Language (EAL) Pupils SS reported that she has spoken to Deborah Myhill who is going to make further enquires at the University as to any support or resources that are currently in place.</p> <p>Action: SS to meet with RJ to gather further information on the needs of EAL pupils at the school.</p> <p>Action: JML to email EAL newsletter to all governors</p>	<p>Action: SS to meet with RJ to gather further information on the needs of EAL pupils at the school.</p> <p>Action: JML to email EAL newsletter to all</p>

SS asked if any additional parents had registered for Free School Meals (FSM). governors
RJ reported that there had been no additional take up of FSM at this time.
Discussion focused on how sign-up for FSM be encouraged including the Local Authority (LA) leading on the initiative as a possibility.

5.3 MASH Update

RJ reported that there is still slow. It was noted that OFSTED is currently reviewing the Safeguarding Department at Devon County Council (DCC). Noted
There is now a termly safeguarding forum facilitated by the LA, which RJ attends.

6. Questions arising from Headteacher's Written report

Report distributed prior to meeting. JML asked about the changes to the Maths curriculum. RJ gave information on how the breadth of the subject being taught has been greatly expanded. It was noted that there is still no firm assessment framework guidance from the DfE. Noted

RJ gave additional information on the Year 2 cohort and the challenges to learning and teaching faced.

It was noted that the Education Welfare Officer (EWO) is working closely with several families, one who have had medical leave revoked.

Questions were asked upcoming maternity leave and the responsibilities of the teachers and how these will be covered during the leave. RJ confirmed
Andrea R - EAL and Computing
Stevie W - Art, Design Technology and Early Years
Sophie R - Assessment and Humanities

Early Years moderation will be carried out and reports written before SW ges on maternity leave.

Action: Any questions arising from the Headteacher's Written Report to be emailed to RJ. Please cc the clerk into the email.

7. Key Priority Area Briefing

JML reported that the LA has reviewed OFSTED inspections in Devon between September and December 2014 in Devon. Only 48% of these inspections were above good, which is below the national average. Guidance from LA is that schools need to evidence that targeted interventions to improve the progress of pupils is working. The school has been invited to join the programme as we fit the criteria due to not achieving floor standards last year. This would be partnership working with the LA, Babcocks and the training school. Noted

RJ is to meet with Roy Souter from Ladysmith Federation and Debbie Clapshaw from Governor Services will be supporting the Governing Bodies. The first meeting will focus on what effective monitoring by governors looks like. JML will confirm the date and venue of the meeting once known.

Discussion focused on what the schools issues and interventions currently are. PB asked whether we tiptoe around the issues of small cohorts and that this is factor for unpredictable results.

It was noted that under the previous Targeted Intervention and Support Programme (TISP), the school would have received funding and resources from the LA. This programme could cost the school £500 a term, although Babcock LDP is investigating other sources of funding. Whilst it is not yet clarified all that will be contained within the programme JML recommended that the GB "what we are being offered".

8. Growth of the School

The Pre-School will move out of the school premises by September 2017. RJ outlined the planned changes to structure and classroom location. There is no funding to make structural changes at this time but this needs to be reviewed regularly.

Action: Funding of structural changes to be an agenda item for the Resources Committee

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9. Ratification of Committee Terms of Reference

All Terms of References distributed prior to the meeting, these have been reviewed at committee.

Proposal: to ratify Terms of Reference for all committees. Agreed by all present

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10. Questions arising from minutes of the Teaching & Learning Committee

Minutes distributed prior to the meeting. JML asked if there were available resources to provide additional support for Year 4. RJ reported that she is looking at the budget in order to be able to do this and that temporary support interventions were in place.

Noted

11. Questions arising from minutes of the Resources Committee

Minutes distributed prior to the meeting. It was noted that as a governing body we need to be pinpointing evidence of our strategic decisions and their impact on pupils.

SS queried school meal provision, and it was acknowledged that governors need to visit and review the service provided. There has been reported high levels of food wasted but children can be fussy eaters. RW noted that there has been increased food wastage across primary schools since the roll out of Universal Free School Meals for Key Stage 1. VD noted that the school council is going to promote waste reduction.

Action: HB to review menu with Fresha

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Action: SF and PB to carry out another lunchtime visit

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12. Feedback from Governors attending training

No governors have attended training since last meeting.

Noted

13. Feedback from Governors Monitoring Visits

No governors monitoring visits since last meeting.

Noted

14. Part Two

The meeting moved to Part Two

15. Any other business brought forward by the Chair

15.1 Updated DCC Maternity Policy

This new policy was distributed prior to the meeting.

**Proposal: to adopt the updated DCC Maternity Policy
Agreed by all present**

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Agreed by all present

15.2 Disqualification by Association - For information

Information distributed prior to the meeting. The Clerk explained the implications for governors and for anyone considering becoming a governor.

Noted

15.3 Strategic Governance for the school

JML highlighted the need for the governing body to consider the options for the future of the school, including partnership working and co-operative trusts.

Agreed: A training event for governors on strategic governance will be held in the summer term. Clerk to identify course facilitators.

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15.4 Review of Curriculum and Assessment

It was agreed that a review of the rollout of the new curriculum and assessment framework within the school will be an agenda item for the Autumn 2015 Term.

Noted

15.5 Succession Planning

JML reminded all that she planned to step down as Chair of the GB from September 2015. Succession planning for the Chair is need by July 2015

Noted

16. Time and date of next meeting.

Thursday 16th April 2015 5:30pm Budget Approval

Next FGM
16.04.2015 at 17:30

Meeting ended at 19:40