

THE GOVERNING BODY OF SLAITHWAITE CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of the meeting of the Governing Body held at 6.00pm at the School on Wednesday 11 July, 2018.

PRESENT

Dr C Beith (Chair), Mrs N Bailey, Mrs E Bradley, Ms S Brown, Mrs C Crebbin, Mrs D Kaye, Mrs CL Simpson, Mrs BCA Swift, Mr T Szoradi, Mr S Tierney, Miss C Wadsworth, Mr C West, Ms P Wood.

Mrs Brown opened the meeting with a prayer.

In Attendance

Ms C Stephen (Minute Clerk), Mrs P Cherrington (Leading Teacher)

1985. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs A Parkinson (Consent)

There were no declarations of interest.

1986. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

The following items were notified to be brought under Any Other Business:

- Data Protection Policy
- School Visits

1987. REPRESENTATION

The following matter of representation were noted:

Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Ms S Brown	Foundation – PCC	24.05.2018

Governors noted that there were the requisite number of both Co-opted and Foundation Governors on the Governing Body and requested that Items 3.2 and 3.3 be removed from future agenda until further notice.

1988. MINUTES OF THE MEETING HELD ON 2 MAY 2018

RESOLVED: That the minutes of the meeting held on 2 May 2018 be approved and signed by the Chair as a correct record.

1989. MATTERS ARISING

All actions noted in the Minutes of the Meeting held on 2 May 2018 had been carried out, with the following information added:

- (a) Governor Confidentiality – (Minute 1975 refers)

Written communications would be sent to governors by email once all governors had activated their secure accounts. Miss Wadsworth was available in school to assist with this if necessary.

(b) Social Media – (Minute 1976 refers)

No further inappropriate posts had been made on the “Friends of Two Gates” page. Mr Szoradi had added a message to the page clearly stating the nature of the site.

(c) Head Teacher’s Report and Governors’ Questions – Minute 1978 refers)

OUTSTANDING ACTION: Mrs Parkinson to arrange a visit to check the Single Central Record.

1989. REPORTS FROM COMMITTEES

Staffing Committee

The Staffing Committee had been able to meet to draw up a shortlist of candidate’s for Mrs Hoyle’s post. This had been done by Mrs Bradley, Mrs Cherrington, Mrs Hoyle and Mrs Swift. Three candidates had been invited for interview on Wednesday, 18 July, 2018. The post would commence on 1 October 2018, allowing the new member of staff to work alongside Mrs Hoyle for a month to ensure a smooth transition. No changes had been made to the number of hours and pay scale; this would be reviewed after a period of six months.

1990. HEAD TEACHER’S REPORT AND GOVERNORS’ QUESTIONS

(a) Ofsted

The school had been judged to be “Good” at its recent inspection.

The report was circulated to governors. This made for very positive reading and governors congratulated staff and Mrs Bradley on their hard work. Targets for improvement had been incorporated into the School Development Plan for 2018-19 which would be dealt with later in the meeting.

(b) SATs’ Results

A written copy of the results was distributed to governors and included a comparison with the 2017 results. KS2 statistics also gave the school’s performance against National Averages for last year.

(c) KS1

Three children out of the twenty four in the cohort had SEN. These three had made good progress, despite not reaching the Expected Level of Development.

In all subjects, school was outperforming against both the National and Kirklees averages with 80% at Expected+ in Maths and Reading and 84% at Expected+ in Writing and Science. A significant proportion of children had achieved Greater Depth – 25% in Maths, 36% in Reading, 16% in Writing and 25% in Science.

92% of children, including three Pupil Premium children, passed their Phonics check whilst the one child in Year 2 who had to re-sit the test had scored 37 out of 40. Again these scores were well above the National and Kirklees averages.

(d) KS2

The results were provisional, subject to change until they were confirmed after the Checking Exercise in October. National Averages referred to 2017.

The three year trend for the school showed it to be above the National Average across the board. At Expected+, school scored 83% in Reading, 87% in Writing and Maths, 83% in Grammar, Spelling and Punctuation, giving a figure of 74% at Expected+ for combined Reading, Writing and Maths against a National Average of 61%.

Figures for “Higher Standard” in Reading and Writing were similarly well above the national but Maths at this level was slightly lower. Several children had missed being judged to be at Greater Depth by one or two marks.

Governors again congratulated staff on their hard work, particularly those who had been involved in booster classes at KS2.

(e) Health and Safety Inspection

Mr Szoradi had undertaken a Health and Safety walk with Mrs Bradley. Governors were supplied with a list of areas of concern, along with a time-scaled action plan to address these.

Mrs Cherrington explained that it was hoped that the work to remedy the poor drainage outside Mrs Bradley’s office would then obviate the problem regarding the edging on the Trim Trail. The edging could not be raised as it would present a trip hazard but the bark should not continue to be washed down onto the trail once the drainage problem was resolved.

The replacement of blinds would be carried out after the classrooms had been decorated.

The audit had been completed and had been placed in the Health and Safety file. All actions from the January audit had been completed.

(f) Staffing Structure from September, 2018

This was distributed to governors and had been shared with staff. There were no changes to personnel or to the hours they worked.

Governors congratulated Miss Connolly on the birth of her baby and looked forward to her return from maternity leave in February 2019.

1991. LETTINGS’ POLICY

Mrs Kay was in the process of checking the Lettings’ Policy. Bookings had been taken for the summer.

1992. SCHOOL IMPROVEMENT PLAN 2018-19

This incorporated the targets set by Ofsted in its recent inspection.

Both the full version of the SIP and a shorter summary version were distributed to governors.

Key Priorities included:

- Setting challenging, realistic targets for all children in core subjects which ensured the pupils would make above national achievement and progress.
- Building on the good and outstanding leadership skills already in place.
- Ensuring the school's curriculum was exciting, met the needs of all learners and supported outstanding progress and achievement for all.
- Ensuring outstanding Teaching and Learning across the school.

Each of these “headlines” was fleshed out with detailed targets, a timetable of events, success criteria and the person responsible for implementing the actions.

A further analysis of gender in EY had been carried out, as per Ofsted's recommendations but had added little to the existing knowledge.

Pencil grip had been a focus for Ofsted, reflecting the content of the draft Early Years Policy. The Kirklees English Advisor had been surprised to learn that this had been seen as an issue and recommended beginning with Early Years rather than expecting children who had already become accustomed to holding their pens in a certain way to change. It was felt that there would be no need for special resources but that special attention should be paid to left handed children who would need more space in order to have room to manipulate their pens.

Reasoning in Maths was also highlighted, despite last year's SATs' test showing better results in Reasoning than Problem Solving. The focus was on the provision of evidence of reasoning in KS1. Much of the reasoning at this level was done mentally rather than in books. An INSET had been planned in October to address this issue.

The focus of observations for all staff in the Autumn term would be Writing (pen grip) whilst in January, the focus would be Maths, specifically reasoning skills.

Mrs Bradley asked that link governors (to be decided at the AGM) for Maths and English be available during school hours to observe the teaching of these subjects. The MUGGA pitch was almost finished.

Children had asked that a Reflection Area be created in school, similar to the one available out in the playground. This would be done and would provide a quiet area for pupils to use.

Following Mrs Bradley's refusal to fill in an asbestos survey because past experience informed her that little would result from it of benefit to the school, the head of Asset Management visited the school to look at past complaints, including the caretaker's bungalow and the rotten fascia boards which were not due for painting until 2020. Within a few minutes, she had agreed that both needed urgent attention. The bungalow was to be demolished and the land made good within three months and the fascia boards would be replaced with UPVC ones. A survey of the damp areas in the hall and one of the classrooms would also be conducted. It was noted that none of these matters had been brought to the Asset Manager's attention by Richard Miles at meetings.

A monitoring timetable had been set up and was shared with governors. This included teacher appraisal, work scrutiny, targets for children, subject leaders' reports to governors etc.

A SIAMS inspection was now due; RE and PSHE were addressed in the SDP.

A Professional Development Plan had been drawn up and was shared with governors.

A Governor Skills' Audit was due. Governors were asked to fill this in over the holidays

and to score their confidence in a range of areas. They were asked to bring this to the AGM and use the results to inform their choice of link subjects, committees, training needs etc. An analysis of the skills of the Governing Body would be conducted when the audits were returned.

Q. Were teachers to remain with the same year groups?

A. There was to be some movement to facilitate professional development. These changes would be shared with parents on 12 July, 2018.

Q. Had the question of whether to become an academy been resolved?

A. The whole issue had taken a back seat in government. There was no pressure at the moment to make decisions.

1993. GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs Swift attended the meeting of the Colne Valley Hub.

Mrs Swift, Mrs Parkinson and Mrs Brown visited the school to look at the new framework for SIAMS.

Mrs Kay, Mrs Cherrington and Mrs Bradley were to meet to complete the SEF for SIAMS. Much of the information required by this was already available on the school website.

SIAMS needed to speak to either an incumbent or someone who knew the spiritual side of the school well.

RESOLVED: That Mrs Bradley invite Martin Howells to fulfil this role.

1994. ANY OTHER BUSINESS

(a) Data Protection Policy

Dr Beith had scrutinised the Data Protection Policy and the Data Retention Policy provided by Data Tools. He recommended their adoption by the Full Governing Body

RESOLVED: (i) That the Data Protection Policy be adopted by the Full Governing Body.

(ii) That the Data Retention Policy be adopted by the Full Governing Body.

The relevant Privacy Notices had been uploaded to the school's website and sent out to new parents in their Welcome Packs.

(b) School Visits

Mrs Cherrington asked for governors' permission to take children on visits to Yorkshire Water and to various places of worship.

RESOLVED: That governors granted permission in principle for the trip to Yorkshire Water and to places of worship to go ahead.

1995. DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Governing Body be held at 6.00 pm at the School on Wednesday, 26 September 2018.

1996. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.