

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

Minutes of the meeting of the Governing Body held at 6.00 pm at the School on Wednesday, 14 June 2017.

PRESENT

Mrs A Parkinson (Chair), Mrs S Bamforth, Dr CP Beith, Mrs E Bradley, Mrs P Cherrington, Mrs C Crebbin, Mrs D Gledhill, Mrs D Kaye, Mrs CL Simpson, Mrs BCA Swift, Mr T Szoradi, Mr C West, Ms P Wood.

In Attendance

Ms C Stephen (Minute Clerk), Miss Millward (Teacher), Mrs F Beckett (Teacher), Mrs J Oversby (Teacher)

Prior to the formal business of the meeting, Miss Millward introduced two Pupil Governors who had been elected by fellow pupils from what started life as a persuasive writing exercise, linked to the recent General Election. Pupils had written speeches which were presented to their peers and an election followed. Governors welcomed Louise and Gracie who then gave their speeches which were warmly applauded. The new Pupil Governors had already succeeded in fulfilling some of their election pledges, namely influencing the school lunch menu, instigating extra play time on Fridays and introducing "Concern Boxes" in each classroom.

Governors thanked the girls for their input and looked forward to seeing them at future meetings.

Miss Millward and the pupils left the meeting at this point.

Mrs Oversby then gave a short presentation about the teaching of Art and DT in school, highlighting both positives and areas for development in each subject area. Governors were provided with summary sheets.

Mrs Beckett explained what PSHE involved and stressed its cross-curricular nature. The curriculum was spiral in nature and school's own scheme of work ran alongside the DfE's Social and Emotional Aspects of Learning guidelines. It was an integral part of the school's Christian and moral ethos and encompassed British Values, Health, Enterprise, Anti-Bullying, Behaviour and Rewards as well as PREVENT. She explained that much of this was done orally and often spontaneously in response to need, as well as being methodically taught.

Governors thanked the two members of staff for their input and enthusiasm.

Mrs Oversby and Mrs Beckett left the meeting at 6.40 pm.

Because Mrs Parkinson (Chair of Governors) had been reappointed as Diocesan Foundation Governor as of 19 May 2017, Item 1 on the agenda was no longer relevant and business proceeded as normal.

AUTHORITY NOTE: As Mrs Parkinson's term of office ended on 19 May 2017 she would need to be re-appointed by the Diocese and then re-elected as Chair of the governing body. She should not have chaired this meeting without being re-elected.

1900. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs N Bailey (Consent)

There were no declarations of interest.

1901. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

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

- SIAMS
- Attendance Policy
- PREVENT

1902. REPRESENTATION

The following matters of representation were noted:

End of Term of Office

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mrs A Parkinson	Diocesan Foundation Governor	19.05.17

Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mrs A Parkinson	Diocesan Foundation Governor	19.05.17

Governor Designate

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mrs Claire Crebbin	Designate (Parent)	16.03.17

1903. MINUTES OF THE MEETING HELD ON 29 MARCH 2017

RESOLVED: That the minutes of the meeting held on 29 March 2017 be approved and signed by the Chair as a correct record, subject to the following amendment:

Minute 1897 (c) refers

The final paragraph should read: "Many extra-curricular clubs were held and Year 5 pupils could join the Sports Crew and provide lunchtime activities for EYFS and KS1 children", rather than "Year 1 children".

1904. MATTERS ARISINGAny Other Business – Health and Safety Report (Minute 1897 (b) refers)

Quotes had been obtained for replacing the frayed carpet near Beech Class; the work would be carried out during the summer break.

There was no further news regarding the LA's response to the work needing to be done to the outside of the buildings; Mrs Bradley would contact Richard Miles again on his return from holiday next week. It was hoped that the problem of bills associated with the caretaker's bungalow arriving at school could also be resolved at this time.

Epi-pen training had been postponed as the nurse responsible had been ill on the day it was due to take place; it would be rescheduled for a date in the near future.

1905. REPORTS FROM COMMITTEES

There was nothing to report at this time.

1906. FINANCIAL MANAGEMENT AND MONITORING

The B3, which had been approved by all governors at the previous meeting of the Full Governing Body, had been submitted to and approved by the Local Authority.

1907. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

Mrs Bradley had circulated her report prior to the meeting. Questions and comments were invited.

(a) Safeguarding

Q. Did Mrs Bradley feel that Safeguarding was compromised in light of the recent Ofsted judgments made against Kirklees Children's Services?

A. It was a difficult situation, primarily caused by the increasing number of agency social workers employed which resulted in a lack of continuity for families in need and frequently poor record keeping. At times, social workers had not attended scheduled appointments. Mrs Bradley had kept her own records of such incidents and of measures put into place by school. The LA was now being supported by the corresponding department from Leeds City Council.

Mrs Bradley and some of the other Pyramid Heads had met with Councillors Erin Hill and Rob Walker who felt that the spending cuts which the LA had been forced to implement had resulted in poor monitoring of Children's Services; they were only now beginning to understand how this impacted on schools and the families affected. This message would be relayed to the council.

(b) Community Hub

A Colne Valley Hub had been established with Mrs Bradley as Chair. This would co-ordinate various services and hopefully provide a better understanding of needs within the valley which could then be addressed. The aim was to be more pro-active and other hubs would be used as role models.

Q. Were statistics currently available regarding needs?

A. Yes. Locala would work with the hub in providing up to date information.

Other valuable services such as the Family Inclusion Team had also been a victim of the cuts but it was hoped that similar provision could be bought-in by the Hub.

(c) SATs

Mrs Bradley pointed out that SATs had gone well. For Year 2, external tests in Maths and Reading had taken place but teacher-assessed writing had still to occur.

ACTION: Mrs Bradley to email Year 2 SATs results to governors when they became available.

She also informed governors that Year 1 Phonics results were likely to be very good, though the pass mark was not yet known. If it were the same as last year, results would be the best ever. The improvement was felt to be a consequence of changing the time when phonics was taught from after assembly to before, resulting in increased concentration. Differentiated teaching had also had an impact.

EYFS assessment was to be moderated by the LA on 16 June 2017; the statistics for the percentage of children achieving a Good Level of Development would be available after this.

As part of the School development Plan, Mrs Bradley was meeting with Subject Co-ordinators to evaluate the progress made this year and to set the agenda for the next academic year.

Mrs Bradley invited governors to attend Monday's outdoor assembly which would be held at 10.15 am and be led by a visiting speaker.

(d) School Security

Governors commented on the improvement in security created by the installation of a new front door and admission system.

(e) Questionnaires

The Parental Questionnaire had elicited 41 responses, the vast majority of which had been very positive. Some negative comments had been made about communications regarding children's progress but other than attending parents' evenings (when the concerns had not been raised), the parents concerned had not made use of the existing channels of communications such as Tapestry (online) or contacting the class teacher. Governors felt that these complaints were unfounded.

The Children's Questionnaire had shown that the majority of pupils felt safe in school and enjoyed their experiences there. Valuable suggestions had been made, some of which had been included in the School Development Plan.

Q. Had the two children who had said they did not feel safe in school been identified?

A. Yes; they would be followed up and their concerns addressed.

The Staff Survey had been overwhelmingly positive.

(f) Staffing Structure

In 2017-18, it was proposed that the staffing structure remain as 2016-17, with the additional appointment of Mrs L Wilyman who would support two children in Year 3/4 who had EHCPs.

RESOLVED: That the proposed staffing structure for 2017-18 be approved by the Governing Body.

Governors thanked Mrs Bradley for her report.

1908. SCHOOL DEVELOPMENT PLAN

Copies of the School Development Plan for 2017-18 were distributed to governors for their perusal.

At the suggestion of Mark Colley, Mrs Bradley had also produced a one-page summary to highlight the key priorities for the year and to link these to the action plan.

Governors thanked Mrs Bradley for her hard work in producing these documents.

1909. GOVERNOR TRAINING AND GOVERNOR VISITS

Dr Beith had attended the elections of the Pupil Governors.

A "Compliments Tree" had been installed in school. Governors were invited to leave their comments here following visits.

1910. ANY OTHER BUSINESS

(a) Siams

Mrs Bradley asked for volunteers to form a Siams working party to help prepare an evaluation, backed by evidence, to present at the next visit which would follow the Ofsted inspection. Mrs Parkinson, Mrs Swift and Mrs Gledhill agreed to attend. Other governors were welcome.

RESOLVED: That a meeting of the working party take place on 26 June 2017 at 1.30 pm in school.

(b) Attendance Policy

The new Attendance Support Officer had stressed the importance of implementing a consistent Attendance Policy. Governors debated whether to keep the current policy, to allow holiday leave to be granted at the discretion of the Head Teacher or whether to have a policy of passing on the names of those who took their children out of school for five or more consecutive days to the LA in order that they be fined.

A vote was taken.

RESOLVED: That any parent or carer who took their child (children) out of school for five or more consecutive days be fined for their actions in line with government policy.

(c) PREVENT

Mrs Bradley had been unable to access Lockdown Training until the Autumn Term which she felt was too long to wait. She had arranged for Mr J Shiraz to visit school to provide training on 20 June 2017 at 3.30 pm - 4.30 pm; he would share a number of scenarios and possible responses. Various models were

available within the pyramid as guidance. The policy and guidelines would be detailed enough to cover as many eventualities as possible.

Mrs Hoyle's new appraisal objective was to devise a Lockdown Policy and Procedures document. This was to be done as a matter of priority.

Governors were invited to attend the training session.

Mrs Bradley asked for governors' support in the event that any parents object to the policy. She would seek advice from Mr Shiraz regarding ways of dealing with possible adverse reactions from parents.

Once the policy had been approved by governors, a letter would be issued to parents informing them that the policy was available for scrutiny on the school website. Governors would be contacted to ask them to visit school to sign the Lockdown Policy and Procedures document.

1911. DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Governing Body be held at 6.00 pm at the School on Wednesday, 27 September 2017.

1912. 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.