

DEEPING ST JAMES COMMUNITY PRIMARY SCHOOL
MINUTES OF THE FULL GOVERNING BODY MEETING 22.02.2017 7pm

PRESENT: I Wilkinson, T Allen, M Russell, T Hutton, P Dilks, P Cradock, S Young, G Lyden, J Thody, T Fisk
CLERKED BY: S A Dodson. The meeting was quorate.

1) APOLOGIES FOR ABSENCE Apologies received and accepted from D Ludford

2) DECLARATIONS OF INTEREST/ELIGIBILITY Chair queried any amendments to governor's declarations of interest /eligibility from those already held on file. None received and no declarations of interest received for any agenda items for this meeting.

3) MINUTES OF LAST MEETING – 16.11.2016 and 24.01.17 The chair requested any queries in relation to the minutes that had been supplied in advance of the meeting. None received and therefore minutes agreed.

4) MATTERS ARISING FROM LAST MEETING (16.11.2016 and 24.01.17)

- Training and review of Raise analysis from External Source – The FGB were reminded that this had been arranged for Monday 27.2.17 6.30pm at Langtoft School.
- PSHE Scheme – This is a new scheme and had been reviewed at Curriculum Group 3 meeting. The FGB reviewed/discussed and agreed the scheme.
- Accessibility Plan – This was issued in advance of the meeting for review and was agreed

5) HEADTEACHERS REPORT

- including Pupil Premium/Sports Funding and Impact
- data on attendance/absence
- recording/reporting on racial incidents

The FGB were reminded that the Heads report is issued in advance of the meeting and asked the FGB for any queries, questions of concerns from the report. The head advised that within the new tracking system 20 stars equates to pupils being on track. The head also advised that this is to spring mid-term and therefore pupils might not move to the end of the year, so may say 100% on track – currently, but this will not necessarily be the same at the end of the year as there are more stars to get in the final term. Therefore, staff are being asked to review this and their predictions may not be the same for the end of the year as pupils may have just got into the mid-term as being on track, but this will not necessarily be the case at the end of the year. The FGB advised that Year 6 looks very strong. The head advised that it is mock week next week and therefore from that data we will review and compare to nationally.

GC Will we be able to find progress scores not just attainment scores.

ANS Yes but we only have 2016 test to go on.

GQ Year 5 pupil premium pupils do not look as strong as other year groups

ANS 50% of the pupil premium pupils in year 5 are SEND and therefore that means that they are not just pupil premium.

The head also advised that 2 new pupil premium pupils have tracking anomalies and their attainment/progress appears to have been over inflated, therefore these are being reviewed etc.

GC The headteachers report refers to 1 Racial Incident being reported, how was it handled?

ANS The head advised that all agreed procedures were adhered to and it was a low-grade incident and the pupil concerned did not really know what they were saying. The report was completed and all parents concerned were made aware and that the issue had been dealt with and resolved.

The report from Pat Claxton visit of 02.02.17 was issued in advance of the meeting for the FGB to review and raise any queries in advance of the meeting. The head informed the FGB that she had said that the school cannot be taken off monitoring at this stage but that all previous points from last Ofsted appear

to have been addressed and she is fully aware of the what the school and the FGB have undertaken and completed and that she is not worried at all.

GC With regard to outdoor equipment and the health and safety Inspection checklist, how is this undertaken?

ANS The fixed equipment is visually inspected and we have been told by an outside organisation that checks this equipment that they should either be removed or replaced.

The FGB were advised that Jim Thody had analysed the detail of extensive report for SEND related issues, a copy of which was supplied to the FGB and no further queries were raised. J Thody highlighted areas to the FGB for consideration.

6) REVIEW AND UPDATE ON SDP 2016-2017

The FGB were reminded that the SDP is on the website for review and that this is to be updated with the responsibilities of the FGB and the evidence of monitoring etc. The FGB were reminded of the strategy etc. for the development of school as reading school and that the reading action plan has started. I pads within the school are being used and the impact of the reading action plan will be reported at end of year. The data looks good with good progress. The FGB were reminded of the peer to peer groups were staff at looking at other schools within the cluster and each other's lessons for learning behaviours etc. etc. The process of grant applications has been started and we are hoping that when we will be able to ascertain match funding for the outside areas.

The FGB noted that there may be a possibility of a member of staff from the secondary school to be available to teach pupils Spanish, within the cluster. No-one within the cluster does Spanish at moment in MFL.

The FGB were reminded of the need to develop the outside area and that the school council have had input in this regard as to what pupils would like etc. etc.

The FGB were reminded of the extra-curricular opportunities with sports grants etc. and therefore the after school clubs etc. that were being undertaken and the sport from Inspire+.

7) REVIEW AND UPDATE ON SEF 2016-2017

The head advised that the only change is the predicated outcomes nationally. Last year this was 67% for reading and 70% maths for KS2 and we are looking at 10% above that with regard to the latest data but that there are now 2 high needs pupils into year 2 and have 4 adults in the class and so the hope is to attain accelerated process.

8) REPORT FROM CURRICULUM AND STANDARDS COMMITTEE 19.01.17

Minutes of the meeting were supplied to the FGB in advance of the meeting for review etc. No queries were raised.

9) REPORT FROM FINANCE, PERSONNEL AND PREMISES COMMITTEE 06.02.17

Minutes of the meeting were supplied to the FGB in advance of the meeting for review etc. No queries were raised

10) UPDATE ON HEADS AND CHAIRS MEETING

The chair advised that the latest meeting focused primarily on the discussions around academisation and the fact that Linchfield had advised that they were going to become an academy and had invited schools within the cluster to join as a MAT. All within the cluster intimated that they did not want to join an academy with Linchfield at this time, but that they were to review and assess ways as working as co-operative cluster and how we can develop this as a process with organised development and the cluster shares a lot of common goals and objectives and there are current links and collaborative working and therefore this should be enhanced and developed. The chair reminded the FGB that if we were to

become part of a LAAT or MAT that it is important that we can quantify what we want and what we hold dear for/of the pupils in the Deeping St James Community Primary School. A discussion was undertaken about a more formal written agreement within the cluster regarding “open doors” and accountability and responsibilities for each other schools within the cluster.

GC Would there be any threats on DSJ if our school was rated RI again?

ANS Yes there is that possibility.

GC What is the difference to working as a cluster? What is the commitment?

ANS We could have a cluster Senco, Music across the cluster. Could we do the same with Maths and English etc. etc. This would be almost officially the same as an academy but without being an academy, it would be more like a cluster collaborative partnership and therefore we could be looking at financial packages together and therefore looking at getting more cost-effective services etc.

GQ Please remind me which schools are part of the cluster.

ANS Market Deeping Community Primary, William Hildyard, Baston, Langtoft and St Georges in Stamford and us. The chair also advised that if we have to become an academy we will have started a part of the process to becoming an academy as a cluster and therefore initiated the economies of scale.

11) UPDATE ON ACADEMISATION

See above. **ACTION POINT: ENSURE ON NEXT AGENDA**

12) POLICES REVIEW

- Anti-Bullying Policy – **GC With regard to cyber bullying do they know who to contact.** **ANS** Yes Reviewed and agreed with a review date of every 2 years.
- Behaviour Policy – The FGB were advised that annually posters are placed around school about PSHE and anti-bullying week is also advertised to keep pupils aware of acceptable and non-acceptable behaviour etc. – Reviewed and annual review agreed.
- Freedom of Information Policy – Reviewed and agreed to be reviewed every 2 years.
- Finance Policy – Reviewed and agreed with annual review date.
- Procedure for dealing with allegations of abuse – Advised the FGB that this is a procedure within the whistle blowing policy.
- PSHE Policy – Reviewed in detail and agreed with annual review date.
- Sex and Relationships Policy – Curriculum Group 3 reviewed this policy and the FGB were concerned that this states’ what is taught to which years and that therefore whether this has been communicated to the parents and how this will be monitored.

GC This needs monitoring as pupils are indicating that they are not receiving this level of information as indicated in this policy.

ANS We have Evaluate from Bourne that attends and delivers the sex education information and governors have attended this.

GC Do the majority of primary schools teach some form of Sex Education.

ANS Yes

GC Parent and carers interface?

ANS Parents attend the evaluate presentation. This is completed through the PSHE Scheme

GC How can curriculum group 3 monitor that this PSHE scheme is being implemented, followed and monitored.

ANS Books scrutiny on Maths science literacy and topic PSHE books do come up from book scrutiny The head advised that the PSHE scheme started in September 2017 but we left the sex education element until this was approved. Governors approved with an annual review date.

13) UPDATE ON JIMMY D’s –

No issues were reported and the FGB were advised that the organisation is almost at full capacity.

14) IMPACT OF GOVERNANCE

- Learning walk completed by Governor regarding safeguarding - A monitoring visit report was supplied and reviewed. The governor advised that it was a delight to be in the school that targets had been set for the term, students were working diligently in a positive learning environment and were enjoying

learning. Good consistency was evident in KS2. Years 1 and 2 were doing topic work and the main thing was that the students were attentive and hard working. Had a meeting with students about safeguarding from reception to year 6 and they talked sensibly and that they knew what do etc. and that they were safe and knew who to turn to if necessary.

- Review of policies and challenge thereto and how some were monitored in relation to implementation.
- Reviewed the progress of the school against the SDP.
- Reviewed attainment targets for identified groups.
- Challenged that the monitoring of the PSHE scheme is adequate and reported on effectively.
- Teaching of French/Spanish and therefore liaison with Deepings school
- Review of children’s safety questionnaire

15) AOB

ACTION POINT: MID SPRING TERM SEN REPORT TO BE SENT TO GOVS

ACTION POINT: REVIEW OF NEW INITIATIVES AFTER INTERVENTION FAIR.

Governor advised that there had been a further 5 reports on Parent view since the last meeting. P Dilks to complete governor’s section of the next school newsletter.

The FGB gave thanks to T Fisk for all his efforts for the school and pupils and community events.

Meeting concluded 20.43pm

SUMMARY OF ACTION POINTS 22.02.2017 FGB	BY WHOM	TIMESCALE
Mid spring term SEN REPORT to be sent to govs	SAD	A.S.AP.
Review of new initiatives after intervention fair	IW/SSC	MAY 2017
Update on academisation discussions etc	IW/TH	May 2017