

Minutes – Full Governing Body

Date: 10th July 2019

Time 7.07 – 9.03pm

Location: Cheriton Primary School

Present: Andrew Goldsworthy (Headteacher) Catherine Hackett [arr 2050 item 9]
 Clare Cholerton (Chair) Rachel Holmes
 Frances Lawrence Elizabeth Brett
 Nicholas Parmley Rebecca Haskins [arr 1916 item 4]
 Dave Jacobs Fiona Greenwood (Clerk)

Apologies:

Absent: Paul Debont Simon Murfitt

	Item	Action
1	Welcome by the Chair & Apologies The meeting commenced at 1907. No apologies had been received.	
2	Correspondence and request for AOB None	
3	Declarations of Pecuniary interest None	
4	Minutes of previous meeting Approval of minutes: Minutes of the previous meeting held on the 5 th June were reviewed and agreed as correct – signed and dated. Actions arising: <ul style="list-style-type: none"> ● Governor vacancy – no applications but one person has expressed an interest. Will be advertised again in September. Discussion on whether to include more details on governor role and how best to do this. Write draft info about role. ● Website – new Ofsted results – now prominently displayed scrolling across bottom and the badge will be added also. ● School values feedback – information came from a parents evening in March. Possibly now too long. Been used in curriculum content. ● Curriculum on website – complete Q – Any comments? A - No <p style="text-align: right;"><i>[RHa arrive 1916]</i></p> <ul style="list-style-type: none"> ● Behaviour poster from another school – received and will be reworked as useful tool. ● Complaints policy – now on website. ● Governor hub – discussion and decided to stay with google drive for now and review again in six months ● Parent questionnaire comments - outstanding 	HT RH HT
5	Review of SIP 2018/19 and Preliminary proposals for Areas of Development in SIP 2019/20 Areas of development in SIP for the last year distributed to Governors and discussed. Areas that were covered: <ul style="list-style-type: none"> ● Development of middle leadership. This has been very successful with two member of staff undertaken significant training. This has had a very good ongoing impact. ● Improve teacher understanding of greater depth in writing ● Develop the use of editing in the writing process ● Improvement of spelling across the school 	

- Develop school wide approach to recording children's thinking and reasoning skills when solving problems and calculations
- To develop an enquiry based approach to learning across the curriculum
- To ensure the progress of Pupil Premium children is closely tracked and those who are not making the required progress are swiftly identified and appropriate stepped to close and remove the gap between their attainment and expected outcomes.

Decisions can be made using data to decide on best use of the funding for positive outcomes.

- Develop staff expertise and resources to enable more able children to demonstrate that they have exceeded the Early Learning Goals by the end of Year R in maths and technology.

Teacher reported that never felt confident giving exceeding in Technology but need to learn more about what is being looked for and what the children are capable of. The curriculum for EYFS is very vague.

Draft proposals for next school year discussed.

All 7 schools in Alresford working on wellbeing program.

Q – How it is going to be evenly done across cluster?

A – Doing shared training which makes it cost effective. It is a long term goal but will have staff welfare benefits also. Children will turn up at secondary with shared language.

Handwriting

Grammar and punctuation across KS2 – how it is taught and embedded.

Q – Does this come from SATs results?

A – Yes

Q – Do you think it is related to outside school writing is not as prevalent – it is screen time instead?

A – Possibly.

The children are showing the necessary skills in their writing but then struggle when asked to identify something like a fronted adverbial in an example sentence. Children will need to fully understand all the definitions to make good progress in this.

Q – Do you get papers back?

A – Yes so can examine where the issues are. May need to buy a day's advisory for maths to help identify where issues lie with Maths in the SATs papers.

Results discussed. One child in EYFS did not make expected progress in all areas however the progress made was good for this child.

Phonics results were very good with 51.3% of children getting between 37 and 40 marks.

In KS1 all children passed in reading. 76% of class are at greater depth in reading. Two children did not pass writing and maths.

Q – Do we understand why the children did not pass?

A – Yes this was the expected result for them and they are making great progress.

Combined result is also high.

Within KS2 are some great results for individual children who have overcome issues to make progress and get great results. Reading is strong – two children did not get pass. One of which was surprise so possibly test nerves. This will be looked at further. Reading scores across county went down as it was a very tough paper.

Grammar and punctuation will need to be looked at as result was not the expected one. The reading, writing and maths combined score was also low as it was different children that had issues in each paper. Six out of ten of the children in this year group have joined the school since the beginning of Year R.

Q – Do you think writing has been concentrated on to the detriment of the other two?

A – The writing was an issue and needed work the results of which are now being seen. The maths lessons are good with quality teaching but need to look at bigger picture.

Q – How do results compare to predicted results?

	<p>A – Needs to be looked at. Not all predictions were accurate, but some were. Q – What score is used for league tables? A – It is just KS2 results as KS1 is mostly teacher assessment.</p>	
6	<p>Report on Chairs Meeting 1.7.19 As discussed previously the Chairs met with the HT. Google calendar is now available – suggested that term dates would be useful to be added. First FGB in September to be on 18/09/2019. Not agreed rest of dates yet as want to examine when the best time is for meetings to coincide with data. Long discussion was held on link governors and how best to maximise effectiveness of visits. Ofsted inspector suggested class governors. This would help with governors who could not always get into school during school day. Discussions over feeling unease some governors have in class due to not wanting to step on teachers toes. Suggestion that this could be a topic to put to Governor Services for whole governing body training. Meeting times discussed but no changes proposed currently. Will be reviewed again. Communications policy was also looked at. It will be taken to the staff though for their input. Will also be given out to parents as a booklet to outline how the communication in school will work and the expectations for reply timelines. Suggested for booklet to be very upbeat and not just a list of do's and don't's. Staff do use dojo in different manners but as long as this is communicated to parents it should not cause issues. Meeting was very successful and useful. Succession was discussed and information on Chair role for FGB will be distributed again. Q – Have you decided what governors will take on which roles/responsibilities? A – No this is done in September meeting along with who sits on which committee.</p>	
7	<p>Pupil intake for September 2019 15 on role for September intake. They have visited school today as part of induction. Q – Are parents happy? A- Yes seem to be and are engaging with the inductions. In year transfer for a Year 2 place and also possibly a Year 3 place. Q – What will number on roll be in September? A – Not sure yet as some movement in other years due to people relocating.</p>	
8	<p>Policies for approval at FGB: Finance Policy - approved Hire of School Premises - approved Premises Management Document – deferred as risk assessment needs to reviewed.</p>	
9	<p>Questions from Resources and Learning Committee minutes</p> <p style="text-align: right;"><i>[Rho left 2040]</i></p> <p>Learning have been tracking pupil progress generally but also looking at specific groups of children. One was Year 3 maths to finalise the reasoning behind results previously. Gender and also pupil premium groups were also looked at. SIP was also looked at and long and medium term planning for science discussed.</p> <p style="text-align: right;"><i>[Rho return 2041]</i></p> <p>Resources looked at budget over 3 years and it is very tight. Reduction of expenses or generating other income streams will need to be considered.</p> <p style="text-align: right;"><i>[CH arr 2050]</i></p>	

10	<p>Stakeholder engagement</p> <p>Ideas for next year include pupil questionnaire. Agreed at last meeting it would be good to do a parent questionnaire in 6 months time to see if issues identified in Ofsted questionnaire are still considered issues.</p> <p>First parents evening will be in November. Suggestion that it is good to have governor presence but may not be the best time to gauge parents opinions and have a more informal approach. Chair suggested that a hook is good to start engaging with parents. Topics such as car parking have been most successful.</p> <p>Friends have just done a survey of what events parents would like to see.</p> <p>Suggestion to do the parent questionnaire around the spring parents evening so can chase replies and discuss.</p> <p style="text-align: right;"><i>[Rha left 2059]</i></p> <p>Q – Should a staff survey be considered? A – It has not been done for while so could be considered.</p>	
11	<p>Governors with Specific Responsibilities Reports:</p> <ul style="list-style-type: none"> ● Link Governors – English visit complete ● Agree topic for WGB training- defer to Sept ● Health & Safety – policy is done. Audit is not complete but will be completed before end of the term. ● SEND – visit complete need to return report also have ideas for September on how to track progress. ● Gov Courses - none 	
12	<p>Any other business</p> <p>None</p> <p style="text-align: right;"><i>[Rha return 2102]</i></p>	
13	<p>Impact on:</p> <ul style="list-style-type: none"> ● Financial – pupil numbers discussed ● Learning – SIP and areas for development reviewed ● SEND – celebrated learning successes ● Whole Curriculum – SIP 	

Meeting concluded at 2103 and was quorate at all time.

Item	Action	Who
4	Re-advertise governor vacancy Write what being a governor entails	HT RH
11	Whole GB training on September agenda	Clerk
