

# HARTINGTON C of E PRIMARY SCHOOL - BOARD OF GOVERNORS

## Minutes of a meeting held on

Thursday 16<sup>th</sup> March 2017 at 6.00 pm in School

Welcome, prayers and apologies for Absence.

**Governors Present:-** Barbara Davis- Chair, Liz Broomhead MBE-Vice Chair, Tracy Blackwell- Head, John Dean, Judith Flower, Katherine Webley (associate governor)

**Apologies-** Barry Wager, Sue Bruce, Carol Clayton, Rachel Gardner.

Minutes taken by Vice Chair of Governors – Mrs Broomhead as no Clerk to Governors.

Minute No	Details	Action
	<b>Procedural Matters</b>	
	The Chair and Head decided to replace the scheduled FGB meeting with this meeting in view of the imminence of an Ofsted inspection. A further FGB meeting date will be confirmed at the end of the meeting. There are 2 applications for Parent Governor vacancy- voting will commence and the confirmation of this position will be known at 12 noon March 23 <sup>rd</sup> .	BD/TB/CM /JF
1/3.17	<b>Current School Issues / Focus-</b> this item was a confidential discussion- see Confidential Minutes folder	BD/TB
2/3.17	<p><b>School Evaluation Summary (SES)</b></p> <p><b>Context/Characteristics of the School- Page 1</b></p> <p>The Head explained that this document was the Head Teachers summary of how the school is performing in the present academic year. The content is linked to the School Improvement Plan and actions identified within the Ofsted and SIAMS Reports. She expanded on the quality initiatives the school was working towards achieving, with a key initiative being the Health and Community Award. This is providing an integrated experience for the whole school with special emphasis being placed E-Safety, peer buddying and Early Years Provision. These actions are also linked and in line with targets identified in the School Improvement Plan. This work is delivered by Dawn Monk- Healthy Child assistant practitioner. The content of this work is complements and supports criteria within the Anti Bullying Award which the school will work towards achieving next year. The needs of individual children are also supported by the Multi Agency Team (MAT), in particular Behaviour Support and the Educational Psychology Services via CPD for staff and the development of strategies and techniques to be used by the children to support the content of the Award.</p> <p>The concept of the Forest School Awards and how this may support the needs of our children was discussed- the vice chair was aware of this being implemented at Lea Primary school who were also a Sainsbury Gold Sports Award School. It was identified that the school already undertakes similar work through other services for example the Peak Park Rangers.</p> <p>The importance of the Sainsbury School Sports Award was discussed and</p>	BD/TB

	<p>the impact this had on the development of every child in the school.</p> <p><b>Progress in relation to previous areas of improvement- Page 2</b></p> <p>A lengthy discussion was held to ensure the governors understood the content of the SIRR in relation to last year's results and targets set for this academic year.</p> <p>2015/16 – Year 6 achieved 100% reading, SPAG and numeracy. Writing was teacher assessed. All children received expected levels. (Above national average).</p> <p>2015/16 – Year 2 achieved reading 100%, Writing 75%, numeracy 75%, EGPS not undertaken following DFE's inadvertent publication of test script.</p> <p>2015/16 Year 1 achieved 100% in phonic check (Above national average).</p> <p>2016/17 Predicted outcome:- Year 6 - 66% to achieve expected levels in reading, numeracy, and Spelling/Punctuation/Grammar (SPAG).</p> <p>100% achievement not forecast due to one child displaying behavioural issues throughout school career. Investigated for medical reason. None were identified and medical practitioner's confirmed negative attitude to learning was behavioural. Parents found this difficult to accept and do not support this diagnosis.</p> <p>2016/17 Predicted outcome:- Year 2 - 66% of pupils are identified to achieve the expected levels in writing, reading, numeracy and SPAG. One pupil is to be dis-applied due to medical condition. This has been in full consultation with the parent and is in the best interests of the child.</p> <p>2016/17 Year 1 Phonic check – 100%</p> <p>The Head asked the Governors to consider what actions they will take regarding the future of such a small school. She explained that there were several models for schools to adopt; however it is difficult to determine which model will be most effective- there is a meeting of small schools in the next few weeks which the head will attend and feed back to governors.</p>	
3/3.17	<p><b>School Improvement Plan (SIP)</b></p> <p>The Head and Chair of Governors talked through the "Traffic light" system implemented on the SIP which is displayed on the wall in the office (all Governors also have copies) The <b>Green</b>- completed; <b>Yellow</b>- partly completed and <b>Red</b> not completed was implemented and governors encouraged to be involved in the process and visiting this on a regular basis. This was an excellent tool for governors to use as a basis to challenge the Head where they perceive a lack of progress</p> <p>We identified the Key Priorities as-</p> <p><b>Early Years (outdoor provision)</b> -Mrs Teeboon has been asked if she would consider being the Early Years Co-ordinator from September. She will require training in Assessment, tracking and completing profiles.</p> <p>Janice Hacz from the MAT team has been into school and identified child care practitioners that could come into school to work alongside Mrs Teeboon to develop indoor and outdoor provision for Early Years. Mrs Teeboon needs to be part of the working party for the development of the</p>	<p>TB/BD &amp; Governors</p> <p>BD/TB/MT /JF/KW</p>

	<p>outdoor provision.</p> <p><b>Numeracy (application of strategies and methods taught),</b></p> <p>Key Targets agreed-</p> <ul style="list-style-type: none"> <li>➤ Work Scrutiny.</li> <li>➤ Specialism days with other schools.</li> <li>➤ Involvement of a lead practitioner to support teaching at KS2 in literacy and numeracy.</li> </ul> <p><b>Literacy</b> (reading and comprehension have been added to the SIP due to progress being slower than anticipated during the academic year),</p> <p>Key Targets agreed-</p> <ul style="list-style-type: none"> <li>➤ Learning/scrutiny walks.</li> <li>➤ Reading/ Comprehension- The head explained that in consultation with KS2 teacher they have identified a <b>critical focus area for improvement</b>. Comprehension resources have been purchased which will support and help pupils interpret questions and how to look for key words and phrases within the text to answer the questions appropriately.</li> <li>➤ Purchase of Reading Assessment Resource to ensure all pupils are reading at the correct level.</li> <li>➤ Reading books to be sorted and banded.</li> </ul> <p><b>IT</b> (CPD for staff to support delivery of the new curriculum – link to Sheffield Hallam University through PGCE Student Teacher).</p> <p>Key Targets agreed-</p> <ul style="list-style-type: none"> <li>➤ E –Safety part of the Healthy School Community Award.</li> <li>➤ Paul Hunter delivered CPD to Mrs Flower on schemes of work and apps for I-pads.</li> <li>➤ 3 quotes are being sought for the purchase of 20 I-Pads, covers, and mobile touch screen.</li> <li>➤ Delivery of the Curriculum will be supported by a student from Sheffield Hallam- Samantha Gailley- to support staff with CPD (her area of expertise). She will be in school for 6 weeks from 13 March 2017.</li> </ul>	<p>BD/TB/ Paul Hunter</p> <p>TB/JF/MT/ RG</p>
4/3.17	<b>Assessment /Progress-</b> deferred to next meeting	BD/TB
5/3.17	<p><b>Safeguarding</b> (Actions undertaken through school via the Health and Community Award)</p> <ul style="list-style-type: none"> <li>➤ Peer Buddy training by Dawn Monk – Health Child Assistant Practitioner.</li> <li>➤ Behaviour Support – Richard Sammels-Moore – ‘Every child has a voice’ development of empathy towards others, speaking and listening skills.</li> <li>➤ Educational Psychologist – Naomi Anderson – Training 5-4-17</li> </ul>	<p>BD/TB/JF/ MT/RG/ KW</p>

	'Solution Focused Approaches'.	
6/3.17	❖ <b>Head teacher to identify targets from SIP for spring term 4, summer term 5 and send to governors.</b>	TB
7/3.17	The Head and Chair of Governors proposed the acceptance of the following policies- <ul style="list-style-type: none"> <li>➤ Accessibility Plan- 2017/18</li> <li>➤ Access and Inclusion</li> <li>➤ Access Plan for Parents</li> <li>➤ Accessible School Check List</li> <li>➤ Staff Induction Pack</li> </ul>	BD/TB/JF/CM
8/3.17	<b>Budget 2017/2018</b> Charlie Miller (Business Manager) circulated a copy of Annex 1, Annex 5, and the four year budget forecast for Hartington Primary School, to all Governors, prior to the meeting, for their perusal. This was formulated by Dawn Wilson (Finance Assistant for DCC) following a meeting with TB and CM on 9-2-17. No questions were raised about the budget so it was proposed that it be accepted as presented and all governors were in favour.	BD, TB, CM
9/3.17	<b>Living Wage:</b> The living wage of £8.45 per hour to be in line with Derbyshire County Council regulations was proposed and accepted by all governors present.	BD/TB
10/3.17	AOB - Date of next meeting Wednesday 22 <sup>nd</sup> March at 6pm - TBC	TB

Signed:-

Date:

Chair of Governors