

**Hartington C of E Primary School**  
**Working Party/Strategy Group Meeting**  
**Thursday 23 February 2017**  
**4.00 pm**

Agenda

- 1 Assessment
- 2 Pupil Premium
- 3 Excess in Budget
- 4 Any other Business

**Notes arising from the above meeting taken by Barbara Davis – Chair of Governors as no Clerk to Governors.**

**Present at the meeting were the following Governors:**

Sue Bruce, Carol Clayton, Kathrine Webley, Judith Flower, John Dean, Tracy Blackwell, Barbara Davis and Liz Broomhead

**Apologies from: Barry Wager and Rachel Gardner**

**Assessment**

Mrs Blackwell gave us a very good overall view of the assessment and tracking procedures in the school. This included the schools internal tracking system linked to Kent's County Council. Thank you

Children's progress is colour coded in the following way:

Exceeding level – Green - These are children who are classed as Gifted & talented and are able to apply the knowledge skills and strategies taught. (4 mths + above age expected level)

Expected level – Amber/Yellow – These are children who have completed all standards within that level.

Emerging level- Red - These are children who are working at that level and have not internalised the concepts and skills yet. (4mths below age expected levels)

Working towards – Violet – These are children who are working 4mths below + age expected levels

Most children at the end of term 6 should be working in expected levels.

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It was asked could SEN and PP indicators be put on as an extra and flagged up at the side of names on the schools internal tracking system for ease of identification of these children.

We looked at reading – all children were emerging plus. This has been identified by the teaching staff as an additional target to be added to the SIP as a high priority.

The school follows the recommended Assessment system as identified by Derbyshire - RM Integris The LA are trying to provide a unified system throughout Derbyshire for tracking pupil's progress and attainment which will ..... all schools throughout Derbyshire. This tracking grid is divided into the six school terms. Autumn term 1 & 2 – Orange, Spring terms 3 & 4 – Yellow, Summer terms 5 & 6 – Green. Progress throughout each term is recorded by the child's name.

Planned Action:

- Purchased CGP pupil comprehension books for Key stage 1 & 2.
- Inset day organised to stream line present reading schemes.
- To purchase book banding guide, and Reading assessment resources.

What will we do for gifted and talented children?

- To monitor and assure all teaching was a minimum of a good level and working towards outstanding.
- Look at Mastery and locate appropriate training. (Targeting Maths)
- To utilise the experience and knowledge of an outstanding practitioner (Kathy Wildgoose) regarding the delivery of writing and reading to raise standards throughout the school.
- To maintain the links with Sheffield Hallam and Derby Universities regarding student placements (School has the opportunity to request students with specialist areas we feel would enhance the delivery of the curriculum and which links to the SIP).

If children are not understanding a topic it is good practice to go back and “refresh” areas they are not at expected level on. This can be achieved through providing as many cross curricular activities as possible including activities which provide children the opportunities to apply knowledge and skills previously taught (Using enrichment links ie: Peak Park Ranger Service, Derby County Community Trust, Music Partnership).

**Gifted & Talented Children identifies:**

Y4 x 1 – writing, Y5 x 1 – Numeracy

**Children who are wat working towards:**

Y3 x 1 – Literacy and Numeracy, Y2 x1 diagnosis of Autism.

**What can we do for these children?**

- To monitor and assure all teaching was a minimum of a good level and working towards outstanding.
- To identify and attend relevant training.
- Application for GRIPS funding if appropriate.
- Adapt and personalise programmes for children which includes additional adult support when & where available (Education Plans with SMART targets)
- Referrals made to appropriate agencies.
- Application for Small Schools Contingency Funding.

Sue Bruce and Barbara Davis requested a copy of RM-Integris tracking sheet to help them to get an overall view of this process.

### **Pupil Premium**

The school was of the understanding that there were three children in receipt of Pupil Premium Funding for the school year September 2016 to July 2017. Following a Finance meeting with the newly appointed Patch Officer – Dawn Wilson, that we had in fact five children on this register. This information came to light due to the schools decision to pay into the LA Finance Package (best practice for Finance Committee) rather than the previous arrangement where the schools secretary and finance committee produced the schools budget. The parents of the children identified were informed by the Head teacher of the oversight who made assurances that the school would allocate the appropriate funding to the children. The money is to be spent in the following way: The purchase of a lap top to use at home, additional TA support, targeted training for staff including the purchase of resources.

Y2 x2, Y3 x1, Y4 x1 and Y6 x1.

'Ever 6' is the phrase used if a child has been in receipt of a free school meal – even if it was just for one day. The school gets the funding for six years hence the name.

When parents apply for free school meals and their application is approved the LA informs the school who receive funding in the format of Pupil Premium. Other children in receipt of Pupil Premium + money are those who have a special guardianship order.

All parents need to know how their children are being helped in school and what their amount of money is being spent on to help their children.

### **SEN**

There are 7 children on the SEN register. School has to find the first £6,000 for any TA support required, this also includes resources, training etc.

These children (SEN/Pupil Premium) are considered vulnerable children.

### **Excess in Budget**

Dawn Wilson (Patch Officer), Charlie Miller and Tracy Blackwell all attended a meeting re finance. This is a service which we have paid for and we as a governing body decided it was best practice for us with regards to the Finance Committee and not having a full governing body at the present time.

It was found that there was an extra £24,000 in the budget that we didn't know of. However it must be allocated before the end of March 2017.

We have identified the following which will be put on the next Governing Body meeting.

- £10,000 – early years
- Two laptops
- 20 ipads + touch screen

To put above on next agenda.

The rest of the money will be spent on premises.

For the next two years the budget remains in the black, but the Governing body need to monitor projected spending closely for the next two years to ensure sustainability of the school. It is recommended good practice that all small schools do not work in isolation and where ever possible work collaboratively within school clusters. Paul Hunter (Link Advisor to the school) is now chair of DASS (Derbyshire Association of Small Schools) and keeps the school up to date in all issues.

### **Any Other Business**

Sue Bruce and Carol Clayton asked could governors receive letters with regards to award ceremonies and assemblies so that if free governors could attend these.

Barbara Davis has asked for a notice board for Governors.

Confidential item was brought up – please see confidential minutes.

Signed:

Date:

Chair of Governors