



## Hartington CE Primary School – Board of Governors

	<p>just a City &amp; Guilds qualification. It was agreed that he could make it and Dave Chadwick or Mark Rushworth could certify the construction.</p> <p>(4) 13-6-19 – Family support worker – Agenda Item.</p> <p>(5c) 13-6-19 – GDPR certificates of training not available – All Governors to watch GDPR videos on line at September meeting.</p> <p>(5c) 13-6-19 – GDPR training for Governors – JF has downloaded some dates from the S4S site and will email them out to Governors.</p> <p>(8) 13-6-19 – Archdeacon Carol is to attend school on the 11-9-19 to have lunch then undertake a collective Worship and teach the children songs.</p> <p>(8b) 13-6-19 – Cluster SIAMS Governor training – TB to speak to PH regarding a co-training event with Alison Brown.</p>	<p>JF</p> <p>JF</p> <p>TB</p>
<p>3-4/7/19</p>	<p><b>Head Teachers Report</b></p> <p>This was circulated prior to the meeting. Issues raised: -</p> <p>Pg 2 Parr 3 – TB reported that maths and reading are no longer teacher assessed and only the SAT's results are referred to at KS3. In the past, teacher assessment would go with the pupil to their secondary school. Y6 tracking of progress is now passed to the KS3 Y7 form tutors as part of transition. She also reported that all pupils are re-tested as they enter KS3. <b>LB asked what was the point of SATs if secondary schools undertook their own tests. JD stated that it gave the pupils something to strive Towards.</b> TB disagreed and stated that it was unfair to put the pupils through the tests as it creates unnecessary stress for pupils and that it was a way of testing the teachers not the pupils. TB stated that schools should be moderated and monitored more frequently, rather than pupils being tested. JD then agreed with her points. TB predicted that we should achieve 100% in maths but due to one pupil being ill for 4 weeks prior to SATs, reading and writing would be 50%. TB reported that she was disappointed with these prediction and stated that the class 2 teacher would have to explain to the Link Advisor the reasons why. Therefore moderation and assessment of writing/reading will be a priority on next year's SIP.</p> <p>Pg 3 – Staffing - Anne Stubbs hours are to be cut in September. AS has informed TB that it will not affect the provision and she will continue to provide the same service voluntarily. TB stated that the provision would only become an issue if AS left or retired. Governors agreed to send a letter of thanks to AS for her continued service.</p> <p>Pg 4 Parr 3 – TB stated that the reflection area outside class 2 is to be removed as there is one in each classroom. The SIAMS inspector wasn't happy that there wasn't a specific area for reflection but it was felt that once the Positive Play area was rejuvenated this would also be an area for quite reflection.</p> <p>Pg 5 – Governor visits – LB should read Co-Chair Not Acting Chair.</p> <p>Pg 6 – LB requested that the Sport heading read P.E.</p> <p>LB asked if TB needed to report all the visitor visits in her report as it must take hours of typing. JF/TB stated that yes it is supposed to be reported on and needs to remain included.</p> <p><b>Attendance</b> – TB reported on attendance. 5 out of 18 pupils had not achieved the national average of 96.7%. The average attendance for the school is 97.21%. The average attendance for PP pupils is 95.97% and 98.03% for SEND pupils. There have been 2 unauthorised absences which gives an average of 0.11% across the school.</p> <p><b>Challenging question – What are you doing to make sure pupil progress remains on target due to absences? Is there anything different that other schools do?</b> TB to discuss with PH Link Advisor to ascertain if other small schools do anything different. One family has had below average attendance due to illness and hospital appointments, this has been monitored and pupils are provided with work to ensure they catch up. With permission from the family TB has sought advice from H &amp; S and school nurse due to the nature of the illnesses and reported back to parents. Y6 pupils undertook additional work and booster classes to cover work missed and to support</p>	<p>LB</p> <p>TB</p>

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	<p>concepts being embedded.</p> <p>Attendance is reported to parents at the end of each term. Governors suggested that a statement be added to reiterate the importance of attendance.</p> <p>During the monitoring and tracking process it has been highlighted that pupils in class 2 are not meeting their projected targets. TB introduced additional support in the form of JF &amp; student Lucie Beard to target writing. Unfortunately, this hasn't had the desired effect as KJW didn't utilise her support staff effectively. <b>Governors asked if it would be possible to move the staff around?</b> TB stated that she isn't an upper KS2 teacher and KJW is not a KS1 teacher. KJW has reported that it is the pupils who are not performing and that it is not her style of teaching which is at fault. TB is to try to address this issue. Barriers to learning can also be affected by home life, worries, transition etc. Due to the needs of the pupils within class 2, TA support will be required in the next academic year. This is to be an agenda item in September.</p>	<p>TB</p> <p>JF</p>
<p>4- 4/7/19</p> <p>4a</p> <p>4b</p>	<p><b>Finance</b></p> <p><b>Budget</b> – A letter was received from Abbie Taylor – Patch Officer on the 17-5-19 stating that the yearend balance for 2018/19 was £60,016, £9,669 higher than expected. As it stands the carry forward will be reduced by £20,384 during the financial year 2019/20. This can fluctuate depending on pupil numbers. It is estimated that the school will have a surplus until 2021/22 then it will have a deficit of £7,006.</p> <p><b>Staffing</b> – KJW will remain on 3.5 days with Y4,5 &amp; 6 - in class 2. TB will have Y1 &amp; Y2 pupils. MT will teach 2 EYFS in class 1 or the hall. 2 mid-year LAC pupils are due to start in September, (Y2 &amp; Y4). Stoke - Education Authority have agreed to fully fund two TA's for 6 months to support these pupils (£20,000 in total). Cathie Keeley (Lead SEND for South Derbyshire) has also informed TB that £6,000 can be released from the SEND budget to support the funding of staff for these pupils. TB has contacted the TA who covered MT's sick cover with a view to employing her through DCC on a supply basis. We have also contacted Teach Active to find another suitable TA on a supply basis as this will make it easier to terminate the cover once the 6 months is over. Although Stoke Authority is paying for the TA's they will not work solely with these identified pupils as this will be detrimental to their mental, emotional and social wellbeing if the support is withdrawn after six months. The pupils need to become familiar with the permanent staff within the school and build relationships with them. Both temporary TA's will be full time 9am till 3:30pm until Easter. This provision is to allow assessments and tests to be undertaken on the pupils. Results collated will help identify the individual provision required if the necessary progress and attainment is to be made and included within the GRIPS application. <b>Challenging Question: Governors asked how these two pupils with such high needs would affect the other pupil's progress and attainment and why had so many changes to the school had to take place?</b> TB assured the governors that although there had been many alterations undertaken to accommodate these two pupils her commitment remained to all the pupils already on the school register plus permanent staff. She stated that she had informed all agencies involved that if the pupil's behaviour lead to teaching and pupil's safety becoming an issue then the suitability of the school needs to be re-addressed. At present very little information about the pupils has been forthcoming from the previous schools and social services regarding their background and a suitable learning pathway to be followed. <b>Challenging Question: Governors asked if the schools Exclusion Policy was up to date. TB stated that it was due to be reviewed this year.</b></p> <p>Both these pupils will be in class 1 due to the Y4 pupil being unable to access KS2 curriculum. This pupil will require a structured, personalised curriculum. TB stated that she has a responsibility to every child in the school and is working closely with Cathie Keeley to ensure we provide the correct provision for all children on the SEND register. A letter has been sent to the IRO (Independent Reviewing Officer) regarding</p>	

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	<p>the lack of information received from social services and the children's schools regarding provision, assessments, targets etc. The letter also stressed that Hartington Primary School was a fully inclusive school. The pupil's previous school and the children's social worker have been critical of the time it has taken to ensure the school had met with the safeguarding issues previously raised. They have also stated that the length of time has had a detrimental effect on their learning and behaviour. TB reminded both parties in a recent provision meeting that she had stated back in March when the issues were raised, that the children would only start at Hartington School after the safeguarding measures had been put in place. The pupils will undertake two transition days now the safeguarding work has been completed and will start school at the beginning of the new academic year. Debbie Peacock (Child Protection Manager) has stated that she is unable to support the school until the pupils are in place. Due to the pupil's present needs and recognised conditions it could take up to 2 years before any impact on the children's social, emotional and mental wellbeing is observed. It was reported to TB by BD that at present one child is eager to start school but the other is more reluctant. It has been recognised that staff movement will have to be fluid within the school to accommodate all the SEND needs and teaching of the curriculum throughout the school.</p>	
<p>5-4/7/19</p>	<p><b>Safeguarding / GDPR</b></p> <p>5a <b>Premises</b> – The front entrance door has been fitted with a magnetic strip that requires a button to be pushed to be released. It also has an intercom which is linked to a phone in class 1 and the office. This allows the lock to be released if entry is required. The hall, Class 1 and exit to playground doors have all been fitted with Magnetic strips that require a key to turn it off. The entrance to the kitchen has been fitted with a key code lock. At present the doors are not connected to the fire alarm as the panel is too old (DCC were looking into this and the cost, this has since been approved and will be fully funded by them. The work is to be undertaken during the six-week holiday). As a temporary measure they have been fitted with a green box which allows the door system to release. These all meet statutory requirements. TB asked the governors if they would write a letter of thanks to DCC as they have prioritised the safeguarding work over other schools, supported the cost and been truly remarkable.</p> <p>SB &amp; CC raised an issue about the outside kitchen door as it is quite often open. They were worried that people could walk in and get into school before anyone had chance to react. They recommended that this door be kept locked during the school day. TB informed the governors that Mrs Stubbs said that she finds the kitchen gets hot when cooking as the present ventilation is inadequate. It was suggested that a lockable metal curtain which would allow the free flow of air could be installed to ensure the school is in line with safeguarding guidelines.</p> <p>5b <b>GDPR</b> - The new confidential email address for TB has been set up and a letter informing parents sent out. The address is <a href="mailto:confidentiality@hartington.derbyshire.sch.uk">confidentiality@hartington.derbyshire.sch.uk</a></p> <p>Following the GDPR audit on Wednesday 12-6-19 a copy of the summary report has been forwarded to Governors for them to read.</p> <p>5c <b>Early Help Offer</b> – Following the Positive Play training the facilitator informed TB about a 'Nurture Group' that is to be formed. This is to be available through DCC S4S, but at present the cost is not known. The group will provide support from a teacher and TA for up to 12 weeks. The school has already signed up for the Positive Play programme, which will support the pupils. It is felt the Nurture Group will support the families. TB requested the governors approve the budget delegated in the past for the EHO to be used to purchase the support of the Nurture Group. This was unanimously</p>	<p>LB</p> <p>JF</p>



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	unauthorised absence. All letters on file. <b>Proposed future correspondence</b> - Parish Council – Litter initiative on Agenda for 19/9/2019	JF
10-13/6/19	<b>What have we achieved tonight that will make a difference?</b> <ul style="list-style-type: none"> <li>• Challenged the monitoring, progress and attainment of the pupils.</li> <li>• All safeguarding procedures in place regarding the premises.</li> <li>• Challenged the attendance procedures.</li> </ul>	
	Dates of meetings to be arranged for next academic year and emailed to governors.	JF

Meeting closed: 8:15pm

Next FGB meeting: Thursday 19<sup>th</sup> – September 2019 - 6pm

Signed ..... Date .....

Co-Chair of Governors - Liz Broomhead MBE