

Minutes of Governing Body Meeting, 29th January 2018

Present:	James Stewart (Chair) Dan Askew P Perry J Rosamond N Wiltshire R Campbell
In Attendance:	Y Scott (Clerk)
Apologies:	S Wood Katrina Davies Katherine Davies P Thompson

18/01	Receive Apologies for Absence
Summary of Discussion (including questions and responses)	See above for advance apologies, Mr Thompson unfortunately unable to attend due to urgent work commitment.
Actions Arising / Resolutions	
NA	

18/02	Agree Minutes of Past Meeting and Consider Matters Arising
Summary of Discussion (including questions and responses)	<p>17/67 Training - Re on-going governor training, this will be incorporated with new link role held by Mr Thompson and organised by CofG when convenient for all required to attend.</p> <p>Question 1; Query if any areas of strength within the Bedale governors that we are currently liaising with would it be of interest to explore possible mentoring on one to one with ourselves to share best practice, knowledge and experience.</p> <p><i>All agreed that this would be a welcome approach to enhance individual skills within governing body. Please enquire re possibility of mentorship.</i></p> <p>17/73 SSIF Project - Ongoing. We are moving forward, the next meeting with Leaders is next week, we will have 3 pioneer teachers from our school team headed up by NW as strategic lead of the metacognition project within our school to ensure practice is shared rather than a non-distributive model. This keeps in line with school priorities. As the format shapes within school and begins to develop progress will be fed back to governors.</p> <p>17/74 Sports update - Will be added into schedule in next meeting.</p> <p>17/75 Budget Update - Completed</p> <p>17/76 Policy Update - Completed by RC</p>

	<p>17/77 H&S Audit - Complete NFTR 17/79 Computing visit cancelled as NG posted, RC met with BC to ensure all sealed off prior to her retirement so concluded.</p> <p>Question 1; Clerk to Governors asked for clarification to Link governors and roles required due to recent changes in governing body.</p> <p><i>Discussion re link roles vacant, concluding in requirement remains for a PE Link governor, however computing link role can be removed. All in favour and agreed to this. PE will be discussed further later in this meeting as will governor link roles.</i></p> <p>17/80 New section included in improved monitoring report for governors as previously requested, where those snapshots can be extracted to be used on a termly governor newsletter to improve governor communication parents.</p> <p>Question 1; DA asks that in first model newsletter we ask parents if the format created is a level of communication that assists parents in their knowledge of school and its management.</p> <p><i>PP suggests that an introduction to the role of the governors within school is included in first newsletter to ensure parents are aware of the responsibilities and procedures applicable to the governor role. All agreed this would be incorporated into new newsletter with opportunity for them to engage and respond. New GDPR regulations and permission to use parent's emails for delivery of the newsletter was discussed. Requested that school request updated permissions to use provided emails, phone numbers and addresses for school/governor communication.</i></p> <p>CofG confirmed the last meetings minutes to be an accurate and true record and signed documents for file.</p>
Actions Arising / Resolutions	
	<p>School Office to update correspondence permissions. GDPR introduction/update/policy to be included within FGBM Schedule for this year.</p>
	<p>YS RC</p>

18/03	Consider Meeting Focus
<p>Summary of Discussion (including questions and responses)</p>	<p>Head Teachers Report; All governors received in advance of FGMB with time to review and present questions to the head at this meeting.</p> <p>Question 1; How do we compare to other schools in regard to exclusions? <i>RC noted he would be sure the school is below the national average for fixed term exclusions however he did not have the figures to confirm that to hand but can access if required. (Subsequently shared: school 1.4%, national 1.5%) They do look at % in regard to SEND and FSM for pupils as well, this is a potential line of enquiry regarding if a child is being excluded and the reasons that may contribute. The school looks at how provision matches social and emotional needs and support of the child in all cases prior to decisions being made to exclude and how this benefits/affects the child.</i></p> <p>Question 2: More holistically then do you feel you have all the tools you need from policy to do the best you can for SEND pupils in regard to exclusions? <i>Yes nothing else we can really put in place via policy. Ultimately it is the funding across all strategic need and provision from LA that affects the ability to provide despite our policy and intentions. There is a continual need reference some children who could be better served out of mainstream if places were available, but as often they are not, as a school we are dedicated in being inclusive. Systematically it falls that the funding is not provided to support the pupils sufficiently in a prompt manner from LA. That noted feel we are largely covering our children's behavioural, social and emotional needs and this is borne out by external observations. Considering we currently have 7 pupils with EHCP with high behavioural challenges there are a relatively low number of exclusions and these are according to our policy.</i></p> <p>Question 3: On attendance do we have national statistics re 2017 nationally? <i>No not until after this census has been processed from January they should be released, think we should be inline nationally but not clear as yet.</i></p> <p>Head reiterated his thanks within meeting (included in head teachers report) for all monitoring reports that have been received and large amount of school involvement and assessment the governors have continued to give over the last term. Apologies English outcomes missed off page 2 of the report they will be sent out after meeting.</p> <p>Receiving SIA Outcomes Liz Marsden does termly visits, following enhanced support given last year they have now gone back to basic support, having verified all our SEF judgements as good. JS has received full report.</p> <p>Pupil Premium Pupil premium review (service and disadvantaged premium) continues, 2 head teachers from Swaledale Alliance look at our strategy, its application and impact. Visit is this coming Wednesday and unfortunately AF has just departed and KD not available who are past link governor for pupil premium and the new link governor. Please can we ask if any governor is available to attend? JS will email all governors to see if available to support on Weds and will inform RC who will be in attendance. Pupil premium data indicates DPs are performing well and making good progress. One-year group indicates potential underassessment, but DPs still making better progress than other pupils.</p>

Data Report

Discussions undertake regarding vulnerable group process; shows how pupils are making progress, good in year progress across school. Have had follow up with teacher within year 5 re assessment and how logged on target tracker and can confirm that the data and wider triangulation (GL, books etc.) does show progression moving forward.

SEND

Ever changing currently with 8 children on EHCP (one of which is pending confirmation of EHCP). NY LA have just changed the format of applications, have trialled the new format which has taken some considerable time, have had input from EP who we have extra time from through military project. This application has been accepted at first level and NW is awaiting feedback on completion of the new format.

The mobility of staff and staffing has been challenging over the last term to cover our ever-changing requirements. This doesn't look like it will change, in this past fortnight we have had contact from 2 families applying for places in our school with children with high SEND, neither with EHCP in place already. We have one family with a significant number of SEN needs, and another SEN with high need planned to start after half term. Even with known high needs it is incredibly hard to manage staffing as we don't know the pupil as yet and we need to deploy staff appropriately to best support and fit the child's needs, this takes time and often a moving and redistribution of our staff skill set.

An advantage this past term has been the availability of the EP in school which has enabled the planned work, and instrumentally 'ad hoc' in response work, if parents have requested etc. The added EP time has been very influential in supporting the SEND with an extra layer of professional support within school able to meet the fluctuating need.

Question 1;

At what time do you reach saturation point where teachers and teaching are impacted in regard to SEND and the pressures of staffing?

Partial confidential response held as addendum

To put in perspective regarding EHCP however 6 out of the 8 children we currently have on EHCP we submitted the EHCP once the child arrived with us, therefore only 2 arrived with this in place. Versatility and an ability to manage our school daily with flexibility is essential to the wellbeing of all. The enhanced provision and support offered by the larger than average SLT team is key to supporting staff wellbeing in this area. One key aspect of well-being we have implemented is through emotional first aid and emotional well being, next month we have compass buzz tier 1 training and still engaging with LA re attachment and CPD. SENCO noted that very aware of being available for time to be a liaison for staff and parents to support how and where can support and with what tools, including a lot of work around transition.

Question 2;

What would happen if this is a military family requesting a school place?

We are bound by LA policy and we follow this despite supporting our military families. We are an LA school and if, as detailed in the previous question, we are unable to provide a place for sound reasons this reason would apply to any applicant. Also note that LA have specialist teams within admissions that look at family requests for school placement and do their part via their own policy, protocol and procedures.

Actions Arising / Resolutions	
To email all Governors if available on Wednesday 31 st January Send out page 2 of report (English)	JS

18/04	Receive Relevant Safeguarding Updates
<i>Summary of Discussion</i> (including questions and responses)	Postponed - due to early closure of meeting as CofG had urgent compulsory call to leave meeting <i>No urgent updates.</i>

Actions Arising / Resolutions	
NA	

18/05	Receive Monitoring Reports (agreed prior to early closure of meeting as CofG had urgent compulsory call to leave meeting.)
<i>Summary of Discussion</i> (including questions and responses)	Agreed all governors have received monitoring reports tabled for this meeting if they have questions to forward to CofG for AOB at next FGBM. Monitoring reports tabled for: <ul style="list-style-type: none"> - Data - English - EYFS - H&S - Maths x2 (including some Pupil Premium and PE Premium) - Science

Actions Arising / Resolutions	
All governors to submit any questions in advance of next meeting to CofG regarding monitoring reports tabled as per agenda.	All

18/06	Discuss AOB (agreed prior to early closure of meeting as CofG had urgent compulsory call to leave meeting.)	
<i>Summary of Discussion</i> (including questions and responses)	BC proposed/volunteered as new Co-opted governor for vacant position with role as curriculum link governor. Discussed this would add significant value to team as a retired teacher with knowledge, skills and understanding of challenges within education and schooling will contribute additional depth to governor skill set. Unanimously voted in. Reminder Governor training 8 th Feb with A Offord Head Teacher performance management (CONFIDENTIAL) All school staff asked to leave meeting Held securely as addendum to this meeting, filed by clerk to governors.	
Actions Arising / Resolutions		
To offer BC Co-opted Governor position with link role as curriculum.		JS/RC

18/07	Confirm Date of Next Meeting	
<i>Summary of Discussion</i> (including questions and responses)	February 26th February 1230.	
Actions Arising / Resolutions		
Any apologies to be forwarded in advance to the clerk to the governors with the CofG and head teacher CC in.		All
AOB to be notified to the CofG by 22.02.18 for inclusion in 26.02.18 meeting.		All