



St Ebbe's

C of E (Aided) Primary School

Minutes of the Full Governing Body meeting held on Monday 11th July 2016 at 6.30 pm at school

Present

Janet Rayment (JR)	Foundation Governor, Chair
Susie Bagnall (SB)	Head Teacher
Andrew Godley (AG) <i>arr.6.40 pm</i>	Foundation Governor
Simon Potter (SP)	Foundation Governor
Simon Bridson-Jones (SBJ)	Parent Governor
Pete Wilkinson (PW)	Foundation Governor
Steph Gilroy-Lowe (SGR)	Staff Governor

In Attendance

Clare Whyles (CW)	Associate Member
Jo Horn (JH) <i>arr.7.20 pm</i>	Associate Member
Susanne Addis (SA)	Clerk

Apologies

Hugh Starkey (HS)	LA Governor
Steve Hellyer (SH)	Foundation Governor
Elizabeth Crawford (EJ)	Foundation Governor

Absent

Joyce Francis	Foundation Governor
Ben Haydon (BH)	Parent Governor
Zarina Tharpar	

Procedural Matters

The meeting started at 6.30 pm.

The meeting was quorate.

All papers had been sent out prior to the meeting.

1.	Welcome	
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	<p>PW opened the meeting with prayer. JR welcomed all governors present.</p> <p>Apologies Apologies were received from HS, SH, EC and accepted by the governors. Absent: JF, BH</p>	
2.	<p>Declaration of Business Interests There were no declarations of business interests</p>	
3.	<p>Notice of any other Urgent Business There were no items of AOUB.</p>	
4.	<p>Minutes of the FGB meeting on 17th May 2016 The minutes had been agreed as a correct record of the meeting.</p>	
5.	<p>Matters arising There were no matters arising.</p>	
6.	<p>Pupil Attainment Governors discussed the provided data. JR reported on her discussion with the EYFS leader who had explained that writing had been the biggest challenge for this year's cohort. Teachers now had to assess a 'secure fit' rather than a 'best fit' resulting in difference in data definition, which did not mean a difference in performance overall. More children than usual had English as their second language and in addition to this more children were summer born and a sizeable proportion had joined school in January and April. JR reported that in KS1 problem-solving in Maths had proven challenging especially as no tools which the children used in lessons were permitted during tests. Writing in Y6 was discussed at length. St Ebbe's had been one of the 25% of schools selected for moderation. The moderator had been impressed by the children's composition and creativity. However, using the assessment criteria only 48% of children had met the 'secure fit' model. SB explained that St Ebbe's data had not been adjusted in any way and staff at the school understood why the data produced this year seemingly presented a different picture to previous years.</p> <p>Q: Do we actually know how to interpret the data? A: (SB) We applied the criteria honestly and accurately. We know from the moderation experience that our teacher assessment is accurate, but we plan to keep the work of our pupils; their workbooks will show the quality of their writing which is not reflected in the data generated. The data reflects the shift in assessment approach from 'best fit' to 'secure fit.' This combined with not receiving the exemplification materials until February, and this cohort only having had two years (rather than four years in KS2) of the new national curriculum.</p>	

	<p>Q: Did the quality of work by the children drop, as the data suggests, in comparison to the previous year?</p> <p>A: (SB) No, if we applied the same criteria of assessment as last year, the standards would be the same if not higher.</p> <p>Governors agreed that a document to show that the schools' performance had not dropped would be helpful, and that the assessment criteria had changed. The expectations were now higher than in previous years which made data look less favourable.</p> <p>In KS2 SB reported that the test results had been very close to teachers' assessments under the new rules. This emphasises that the teachers' assessment of the pupils had been very accurate.</p> <p>Governors discussed the philosophy of learning. Was it aimed at just passing tests well? Was learning meant to help in everyday life?</p> <p>Governors agreed that whatever the data, the new framework criteria had not been available to teachers until February, very late in the academic year. The standard of expectations for children in KS1 and KS2 were now much higher. The measures 'secure fit' over 'best fit' was bound to change data even if children performed to the same level as previous years. And governors agreed that the school had assessed the children honestly and accurately.</p> <p>SB noted that the level of Writing is actually higher, yet the data in fact showed the opposite.</p> <p>SB reported that within the Cherwell Partnership Y6 teachers had moderated each other's Writing. Y6 teachers at St Ebbe's noted that all schools who took part in this reported similar results. However, the final data provided to county showed more variation.</p> <p>School was aware that the current cohort of Y6 pupils, as in previous years, were very well prepared for Y7 at secondary school, no matter what the current data shows.</p> <p>SB explained that St Ebbe's had a strong set of values. These values were applicable to everyone at school and this meant that St Ebbe's would provide data accurately and honestly. Governors were very supportive of this approach to assessment.</p> <p>Governors discussed pass marks and how they were established. Governors noted that St Ebbe's pupils had achieved above the national average in the Maths, Reading and SPAG tests.</p>	<p>School staff to produce document for governors assessing pupils' writing against last year's assessment criteria. For Autumn 2016</p> <p>Alec Leslie to write statement re. outcome of Y6 moderation meeting: for school file</p>
7.	<p>Annual Safeguarding Report</p> <p>Governors discussed the importance of safeguarding in school first for all the children and staff, and second in light of Ofsted requirements.</p> <p>Action: Governors agreed to amend the Safer Recruitment Policy re. peripatetic teachers</p> <p>Governors approved the School Safeguarding and Safer Recruitment Policy</p>	<p>SB amend Safer Recruitment Policy</p>

	and the School Visitor Policy.	
8.	<p>RE Annual Report JH updated governors on progress since the latest SIAMS Inspection. Overall she reported that children enjoyed RE as it allowed time to think and be creative in their learning. 20 members of staff had taught RE and they had reported the recognition of the difference RE and the values attached at St Ebbe's had made on the working environment for both staff and children. The meeting had provided evidence of how these values were being communicated in St Ebbe's.</p> <p>Governors agreed that SIAMS was not solely the responsibility of the Foundation Governors, but of all governors.</p> <p>Action: SIAMS will be a permanent agenda item of every FGB meeting as of September 2016.</p>	Chair/Clerk
9.	Committee Minutes	
9.1	<p>Finance Committee Governors discuss the finance report and budget forecast and agreed that finances for St Ebbe's are currently tight and difficult and that school is making every effort with regards to savings. Governors agreed that all expenditure had been for the good of the school. In her absence, Elizabeth Crawford was thanked for all the work she had put in to the budget and chairing Finance Committee.</p>	
9.2		
9.3	<p>Foundation Committee Governors approved the minutes of the Foundation Committee meeting of 30th June 2016.</p> <p>Curriculum and Standards Committee Members of the C&S committee had met with KS leaders to discuss school data prior to the C&S meeting. SP had met teachers in Y4 and reported on his impressions. He was concerned that staff were very cautious about assessing children as having exceeded expected standards. Governors agreed that staff had put in an incredible amount of work to the new assessment system and provided school with impressive professionalism and diligence in their teaching and reporting. SP reported that the moderator had commended teacher Simon Godby for his good practice in devising a new tracking system in UKS2. Governors agreed that summer-born children perform differently in the early years but attainment catches up subsequently.</p>	
10.	<p>Vision Day: June 15th 2016 HS had provided slides about governors Vision Day as part of the agenda circulation. The day had encompassed : -How can governors be sure that the school is moving towards the achievements of its aims? -What can a governor do personally to help the school achieve its goals?</p>	

	<p>PW reported that governors had had the opportunity to look at the wider picture of governing and see their role more widely.</p> <p>During the day it had become clear that all governors at St Ebbe's were pushing in the same direction. They had been able to share their knowledge and experience which drew from different professional and personal experiences. This had been very valuable to their role as governors at school. The overall agreement was that St Ebbe's was a values-led school in every aspect for the benefit of all children.</p> <p>The Chair had circulated two documents arising from discussions during the Vision Day for governors to complete during the summer break and which would be collated for the autumn GB meetings.</p>	<p>All governors to complete values and aims templates</p>
<p>11.</p>	<p>Updates on Staffing and Class Structure</p> <p>SB updated governors on any staffing changes. These include the departure of teachers Jo Sloley, Rebecca Mercer and Alec Leslie, and teaching assistants Alice Farrell, Joanna Beauclerk and Dean Boswell. Carol Walton in the Admin Team will retire. New teachers Fionnuala Woods, Simone Wilson and Holly Welham plus Administrator Jo Williams and two new teaching assistants, Jordan Wheeler and Alison Chang will join in September 2016.</p>	
<p>12.</p>	<p>Numbers on roll and attendance</p> <p>Governors noted that some groups are full already while there were spaces in some classes. Numbers could only be predictions as St Ebbe's always had children arrive and leave mid-year.</p> <p>Q: There seem to be quite a few spaces left in EYFS. Why is this so?</p> <p>A: (SB) Our EYFS cohort for next year is still growing. We have enquiries for spaces every week currently and the numbers are not finalised, even this late in summer term.</p> <p>Q: Figures for attendance appear to be lower than in the previous year. Which factors play a role here?</p> <p>A: (SB) One of the main factors is unauthorized holidays for which parents remove their children from school for sometimes considerable length of time. We have a lot of families with siblings so one family can have quite an impact on attendance data. Illnesses like a Chickenpox epidemic, for example this year, will affect the figures. Some schools also did not have to close for strike action day, which affected data.</p>	
<p>13.</p>	<p>Training</p> <p>JR and SP had attended 'SIAMS process and preparation'</p> <p>JH had been to Appeals Training.</p> <p>Governors agreed to all finish Prevent Training.</p> <p>Action: All governors must undergo Prevent Training and submit their Certificate to the school office.</p>	<p>All Governors by September 2016</p>
<p>14.</p>	<p>Health and Safety</p> <p>No Health and Safety matters were declared.</p>	

15.	Governor and Staff Tea Party Governors discussed the arrangements for the Governor and Staff Tea Party on 18 th July 2016 at 3.15 pm at school.	
16.	Correspondence The Chair reported that she had received a complaint re. Oxford Active and the matter had been dealt with appropriately and no further follow-up was necessary.	
17.	AOUB No other urgent business was reported during the meeting. The Chair thanked all the governors for their commitment over the course of the past year.	
18.	Date of the next FGB meeting Action: JR and SB agreed to meet to arrange the meetings for the FGB for the next academic year and share those with all governors and associated members.	SB and JR
	The meeting closed at 8.10 pm with prayer led by SP.	

Susanne Addis, 17/07/2016