



St Ebbe's
C of E (Aided) Primary School

Minutes of the Full Governing Body Meeting held on

Tuesday 17th May 2016 at 6.30 pm at school

Present

Elisabeth Crawford (Foundation Governor) (EC)

Susie Bagnall (Head Teacher) (SB)

Steve Hellyer (Foundation Governor) (SH)

Ben Haydon (Parent Governor) (BH)

Andrew Godley (Foundation Governor) (AG)

Simon Potter (Foundation Governor) (SP)

Hugh Starkey (LA Governor) (HS)

Simon Bridson Jones (Parent Governor) (SBJ)

Pete Wilkinson (Foundation Governor) (PW)

In Attendance

Clare Whyles (Associate Member) (CW)

Jo Horn (Associate Member) (JH)

Zarina Thapar (Associate Member) (ZT)

Susanne Addis (Clerk)

Apologies

Janet Rayment (Chair) (JR)

Steph Gilroy-Lowe (Staff Governor) (SGL)

Minute	Action
<p>Procedural Matters The meeting started at 6.30 pm. The meeting was quorate. All papers had been sent out prior to the meeting.</p>	
<p>1. Welcome and Apologies SH opened the meeting with prayer. EC welcomed all governors present. Apologies were received from JR and SGL and accepted by the governors. Absent: Joyce Francois.</p>	
<p>2. Declaration of any Business Interests There were no declarations of Business Interests.</p>	
<p>3. Notice of Any Other Urgent Business There were no items of AOUB.</p>	
<p>4. Minutes of FGB Meeting 3rd March 2016 The minutes were agreed as a correct record of the meeting and signed.</p>	
<p>5. Matters arising Governors noted that all action points noted in the last meeting were being acted upon. The Governors' Away Day would be discussed later during the meeting (see below).</p>	
<p>6. Head Teacher's Report <u>School Roll</u> SB noted that the school roll continued to rise.</p> <p><u>Attendance</u> SB reported that attendance continued to drop to below last year's figures. Governors discussed the impact of the 'Isle of Wight Case' on unauthorised absences in school and agreed that more clear guidelines of consequences of unauthorised absences were needed for schools. Governors noted that staff at school, in particular the HSLW worked closely with families in order to mitigate any absences and applauded this.</p>	

(6.40 pm SP)

SEND Report

SB reported that progress had been an important focus. While the achievement figures were lower, the progress overall was much stronger.

Q: How is it possible that two children make 8 points progress in Maths?

A: Progress overall is never linear. In the wider picture elements like better attendance and a child being more settled often count for much of the progress as well as teaching support.

Pupil Premium

SB reported that the overall progress looked much stronger. This seemed to suggest that the school is using effective measures to support children.

Depending on the age of the child, different approaches were needed to ensure the best outcome for each child.

Younger ones needed a long-term development plan while older children might need extra support in certain areas in preparation for secondary school.

SB noted that the school strived that every child left St Ebbe's with a love for learning and an idea that everything is open to them.

Q: What is meant by the 'importance of cultural capital' with regards to educational outcome for children?

A: Some parents are able to provide a more cultural /educational background for children which affects their learning in a positive way.

Q: So the demands of the curriculum discriminate against the more vulnerable children? Does the government recognise the different backgrounds of a child?

A: There seems to be some collective awareness.

SB reported from the NAHT conference where it was agreed that the government spoke of the target 'to narrow the gap'. It was felt at the conference that the opposite would happen due to the change in marking and expectations towards the children and teachers by the government.

Governors agreed that all schools faced similar issues and to prepare a short narrative with regards to these issues.

Governors applauded the efforts of staff to support vulnerable children during Easter Holidays with tailor-made revision packs and by addressing the cultural capital factor.

Report on Academically Highest Achievers

SB reported that the higher achieving pupils were all working at the expected standard and were on track with regards to

Governors to prepare document with regards to widening gap in achievement for children

progress. This indicated how much the overall standard had risen for all children.

Governors noted this result with pleasure.

(6.55 pm PW)

Governors agreed that the overall standard for all year groups outlined by the DfE was especially high this year.

SIP Objective English

The objective had been to improve the quality of writing, SB reported.

SB noted that the very strict marking guidelines emphasised handwriting and spelling ability. This meant that those children with dyspraxia or dyslexia who were very good creative writers were disadvantaged. These measures affected overall figures.

SB reported that teachers were confident that the numbers of children on track would be much higher towards the end of the year through targeted teaching.

Governors agreed that teachers were incredibly committed and used formative assessments to guide their teaching.

SIP objective Mathematics

CW reported that Pupil Progress Meetings had been very helpful. Patterns of development could be picked up and worked with. Designated Maths staff had been very successful in their work with children. All interventions had been successful.

CW noted the use of IRIS self-evaluation technology was a helpful tool and its use would be more frequently.

CW reported that staff visited a partner school to observe different methods of teaching, for example Singapore Maths. Some of this method was already being used at school with great success and more would be incorporated as it promised good results for children.

Governors commended this thoughtful and tactical approach.

Objective 4 Leadership and Management

SB explained the procedure of teacher appointments within the recruitment process. St Ebbe's had had significantly more applications than other schools in the area which spoke for the school.

Governors expressed gratitude to management and governors for recruiting teachers.

SB noted that having teachers in training (students in their fourth year) in school meant that teachers developed their skills on site, which put St Ebbe's at an advantage during a recruitment crisis.

Marking systems

SB reported that teachers had worked in pairs to allow learning from each other. Book scrutiny was time tabled for T5/7.

Assessment

JH reported that the new curriculum emphasised spelling and grammar over creativity to compose a story. Assessment was challenging as no detailed information had been given by the DfE with regards to this. Once Y6 statutory data had been returned, the DfE's expected standards would become clearer.

Q: How do we ensure that a child who is not in any of the identified groups of 'needs' does not fall through the system?

A: It appears that we must watch this 'middle' group as much as the higher achievers and the ones requiring more support. We are aware of this and do not allow anyone to go unnoticed in view of the best possible progress.

Governors agreed that staff at St Ebbe's were committed that all children receive the same attention to care to progress and achieve their individual best result. This was made possible by different styles of training for different teachers allowing coverage of all areas of teaching and exchange of this knowledge.

Update on capital building development

SB reported that Liz Harrison of the Diocesan Board of Education and the architect met to discuss the plan to develop Swan_Class and its conservatory. Financial constraints meant the project would be developed in two stages. RMD would be asked to complete the work, closely monitored for quality and adherence to health and safety by the architect and staff. This would ensure a favourable spending pattern.

Governors discussed building issues and the budget in relation to this.

SB noted that planning permission to extend the hall was still in place and the project would go ahead eventually when monies became available.

Governors agreed that the Diocese had been very supportive in the building project and expressed their **gratitude**.

Health and safety

SB reported that the soft surface playground was to be inspected due to damage.

Recent fire drills held showed seamless evacuation of all children and adults.

Human values and prevent

Governors agreed that all governors are to complete Prevent

Governors to complete Prevent Training and DBS registration

<p>Training and register for DBS clearance. SB reported that a full safeguarding audit will be submitted to the LA and updates on procedures and processes would follow.</p>	
<p>7. Committee Meetings <u>Finance Committee</u> Governors discussed the budget of the school. It was agreed that several factors contributed to challenging financial restrictions. Amongst these were the move to Hampshire based monitoring system, which had and continued to cause many problems, plus some unexpected spending. Governors agreed that all spending had been approved by governors. SB reported that a letter on budgeting for the next academic year had been sent to all staff and that staff was very conscious of the budget. Governors discussed possibilities of fundraising and expressed their support and gratitude for SESA who raised funds for all children at St Ebbe's.</p> <p>SB informed governors that the bursar was providing more details of the past year's spending and that this was challenging under the new Hampshire based system. The current figures in the finance report were hence not finalised but reflected today's information. Governors agreed that the new payroll system made monitoring particularly difficult. More robust systems were necessary and in place. Governors noted that a deficit budget had not been authorised and current figures suggested this. It was agreed that the figures in the report were somewhat inconsistent with the approved figures and that a thorough investigation by staff, bursar and governors would ensure clarification. SB reported that the bursar was a very diligent and conscientious person who worked in many different schools and reported they had the same kind of issues for the same reasons. Governors agreed that many other schools experience the same challenges with regards to monitoring and recording of finances as St Ebbe's and current figures may not necessarily represent the final outcome.</p> <p><u>Personnel and Welfare Committee</u> Governors agreed that the tactic of sending tailored letters to parents with regards to absence of pupils had a positive effect on absence levels. Governors noted that the behaviour of children at school overall was very good and the number of entries into the behaviour book</p>	<p>Governors to be particularly supportive to SESA</p>

<p>was very low.</p> <p><u>Curriculum and Standard Committee</u> Governors agreed that most points of the committee meeting report had been covered in the HT report. The data analysis of ‘ramblings of a teacher’ suggested that Y6 children in St Ebbe’s exceeded the average in the tested areas and governors applauded this result.</p> <p><u>Foundation Governors Committee</u> PW explained that as a CoE school it was important to be clear on the link between our values and Biblical principles. The school council would generate pictures to explain visually each value and display those in class. Governors discussed the importance of the meaning of some expressions used in school values, particularly for staff and governors with respect to relationships, behaviour and attainment. Governors agreed that each should monitor at least one assembly per annum as this would allow governors to be aware of the translation of values to this area of teaching. Governors noted that the question ‘what does it mean to be a church school?’ should be discussed further by governors and the school as a whole.</p>	<p>Governors to monitor one assembly p.a. each</p>
<p>8. Admissions Report Carol Walton reported that the current Foundation Year Group was full and there was a waiting list. For the next term 48 of 60 places had already been allocated. Parents were still deciding when to have their child start – September, January or April. Governors noted the difficulties faced by school with regards to funding as Easter starters did not receive funding from the LA. SB expressed the school’s pleasure in welcoming Fionnuala for the EYFS welcome evening to meet new parents in her role as new EYFS leader.</p>	
<p>9. SIAMS Update Governors noted the SIAMS update and agreed that its content was in line with the Governors’ Away Day theme.</p>	
<p>10. Governors’ Away Day SB explained that the theme of the day will be ‘Widening the Vision’ with respect to school and further ahead. The meeting would take place on June 15th 2016. Governors discussed details of the day and planned logistics. The details of timing and transport will follow.</p>	<p>Governors to finalise details for Governor’s Away Day and circulate those</p>

Governors thanked AG for the organisation of a venue.	
11. AOB SB thanked governors for their help with invigilating during SATS week.	
The meeting closed at 8.00 pm with prayer.	