

Federation of Niton and The Bay CE Primary Schools

Minutes of the Governing Body meeting
held on Tuesday 5th July 2016

Venue – The Bay CE Primary School

Members: Invited

| | |
|-----------------------------|-------|
| Rev Ian Lovell [F] | IL |
| Duncan Mills [EX-HT] | EX-HT |
| Tammy Vincent [C] | TV |
| Sally Jones [C] | SaJ |
| Anna Payne [S] | AP |
| Carolyn Corbett [F] | CC |
| Jon Bartholomew [C] | JB |
| John Poerscout-Edgerton [P] | JPE |
| Dave Martin [LA] | DM |
| Ruth Noyes [C] | RN |
| Natasha Dix [P] | ND |
| Julie Sutch [C] | JS |
| Liz Wishaw [C] | LW |
| Alan Limb [C] | AL |
| Steve Winter [C] | SW |

Present

| |
|-----------------------------|
| Rev Ian Lovell [F] |
| Duncan Mills [EX-HT] |
| Apologies |
| Sally Jones [C] |
| Anna Payne [S] |
| Carolyn Corbett [F] |
| Apologies |
| John Poerscout-Edgerton [P] |
| Dave Martin [LA] |
| Ruth Noyes [C] |
| Natasha Dix [P] |
| Julie Sutch [C] |
| Liz Wishaw [C] |
| Alan Limb [C] |
| Steve Winter [C] |

Clerk: Vicki Brennan

- | | |
|------|--|
| Item | Title |
| 1 | <p>Apologies Apologies were received and agreed from the following members - Tammy Vincent and Jon Bartholomew.</p> |
| 2 | <p>Establish order of business. All agreed. Paul Gerfen led a brief IT session before the meeting commenced for the Governors to help log into devices.</p> |

3 All **Declarations of interest.**
DM declared that his partner worked at Niton Primary School.

4 AL **Agree minutes of the last FGB meeting held on 6th June & matters arising.**

AL asked if there was any feedback regarding The Bay becoming a teaching school. EX-HT explained that our bid was unsuccessful
The minutes of the last FGB were agreed and signed.

Action Point – Minutes to be published on both websites. (VB)

5 DM **Agree minutes of the last SPP & L&M Meetings & matters arising.**

SPP

DM summarised the last meeting. He explained that the phonics screen was really successful. Milestones were discussed and link work will be planned around this. The link meeting was really helpful.

RN asked if any challenges could be highlighted.

Action Point – VB to check back over minutes and highlight anything that may have been missed – questions asked to be highlighted in yellow.

AL **L&M**

AL summarised the last meeting.

AL asked if we are paying for the financial audit that will be taking place in the Autumn. EX-HT and SaJ confirmed we wouldn't be paying for the audit.

SaJ had queried the audit. As we only had one 2 years ago. Conflicting statements regarding the response.

Action Point – SaJ to confirm date for the audit plus timetable for the two days. SaJ to confirm whether a meeting with a governor is required and how feedback will be offered.

6 EX-HT **Data Dashboard**

Niton

Attendance.

Since the High Court decision regarding more children have been going away for holidays during their learning time. It is still the Headteacher's decision whether to authorise (or not). Referrals to the Local Authority will be done if attendance drops below 90%.

Attendance at Niton show an improving three year trend – currently at 96% for the academic year. The children love to share their attendance

achievements, particularly those in year 1!

Punctuality in year 2 is improving, Concerns have been raised around a pupil in year 2. Education Welfare and the school are monitoring the situation carefully

Awards.

EX-HT said that at this time of the year most children should be working towards a Gold award.

LW asked how do you quantify what they do to receive awards. EX-HT explained the process. House Points are awarded being polite, opening doors for people. Niton – Stars are awarded for work in class. Headteacher's awards are awarded for outstanding work produced for that pupil

EX-HT feels the process for awarding certificates needs to be reviewed at the start of next term to ensure consistency across the year groups.

LW commented that if they are more able child, then do they get forgotten. EX-HT explained that the awards will be issued on an individual basis and for each child that is showing that they are striving to improve.

LW asked if the awards were more consistent at The Bay? EX-HT commented that the consistency has improved since the issuing of guidelines to all staff. This needs to be monitored next year.

RN said she feels a review at the beginning of each year for awards would be beneficial. All agreed.

Action Point – to discuss the awards system with staff at the beginning of term.

Staff absence.

Figures shown are due to a member of staff who had planned absence due to a hip operation and some staff having a sickness and diarrhoea bug.

Behaviour for learning.

The children continue to be very well behaved. Year 2 'To Notes' are connected to a child with an Educational Health Care Plan. In Year 5 the majority of forms completed relate to the same pupil. It should be noted that this individual has made significant improvement since the Autumn term in year 4.

Parental concerns.

No official complaints have been received. Ex HT has met with a few parents regarding the arrangements for next year.

DM asked if the staff absence could be shown in a percentage figure.

Action Point – SaJ to prepare % overviews in the new year.

The Bay

Attendance.

EX-HT commented that attendance rates have improved this year – now 96% an improvement of 0.4% on last year.

Pupil premium indicator – 14 PP pupils have a persistent absence indicator (less than 90% attendance across the year.) Educational Welfare Officers and the school are working with identified families.

RN asked what sort of thing will be done? EX-HT said it will be subject to the child's individual needs, we are offering both breakfast club and after-school provision to the families and introduced a new initiative 'Wake Up Shake Up' to encourage children to take part in morning physical activity before starting school.

IL asked are these families with siblings or individual children? EX-HT explained some are siblings and some also have an SEN indicator.

Punctuality.

Figures remain high for a small number of children. Again, the school is working closely with the Local Authority to improve punctuality rates and the amount of learning time lost across the week.

AL asked what age do the children walk to and from school? EX-HT explained it is currently year 4.

RN suggested changing the age to walk to year 5.

VOTE taken on this issue

Proposal – To consider moving the age group permitted to walk to school to Year 5 Proposed by RN.

Decision – The majority voted to leave it at year 4 and for it to be down to parent's discretion.

Behaviour to notes.

There has been a slight reduction in the number of To Notes completed by staff this month.

RN asked are the figures related to certain children? Ex-HT responded by saying that the majority of forms related to a small group of children in Year 2,4, 5 and 6 Ex-HT also commented that in some cases this related to a diagnosis.

Fixed Term / Permanent Exclusions

Ex- Ht tabled the report for The Bay noting a small number of fixed term exclusions for the year. EX-HT made it clear to all that this would only happen as a very last resort and when all other routes have been explored. He noted that no exclusions were made at Niton.

RN said it is clearly a very difficult decision but it is clear that all steps were followed correctly.

Parental complaints/concerns.

RN said this is very low in comparison from last year.

Staff absence.

SaJ explained it's very low and not a lot to report from the last few months.

RN asked why this is? SaJ explained the attendance management policy is used very clearly and a good process is in place to manage any staff absence. SaJ meets with staff after every day off and monitors very closely.

AL asked if any of the classes were striking. EX-HT replied 5 classes were closed due to the action taken by the National Union of Teachers. DM asked what policy is used to manage staff absence and is this used at Niton? SaJ explained the IOW council's and yes it is also used at Niton. EX-HT said this can also be seen as a positive thing to help staff and SaJ said that it can be tailored to the individuals need, getting Occupational Health involved to help understand certain needs of staff.

8 EX-HT Headteacher's written report. Summer 2016.

Niton.

EX-HT explained staffing changes and that all information has been shared with parents.

LW asked if the Learning Assistants were being moved. EX-HT indicated that changes were likely to happen next year.

Potentially 7 new pupils starting in September for year groups 2 to 5

RN asked which year groups. EX-HT explained across the school, different years.

Standards

EX-HT circulated the data sets for this year. Provisional results for Year 6 were released this morning. He explained there has been significant improvement in the phonics screen. 100% reaching the expected standard this year – 52% improvement on the outcome last year. Year 2 data was shared with governors at the SPP meeting last week.

Year 6 data – EX- HT noted that everyone will be aware that over the past few years there have been huge changes to primary school tests. The tests have been made harder this year and the way that the changes have been made has been very disruptive. This has meant that despite our pupil's hard work and talent, some children have not reached the standards that they were expecting in the key stage tests. This must not be seen as a fault on the part of either the pupil or the staff at either school: rather, it is the outcome of changes to the national curriculum and a resetting of the expected standard.

This year, 53% nationally achieved the age related expectation (ARE) in reading, writing and maths. EX-HT explained in detail the results. Please refer to documents provided. It has been a positive move for Niton from last year but still disappointing in maths for both schools

Curriculum

EX-HT has identified that there is still some work to be done around internet safety and he would like more emphasis on Art and Science. LW said that as a mum she feels some children are unaware of the risk to internet safety and when they learn about it at school it can make them quite anxious and worried as each child's perception can be different.

Ex-HT said that the Summer Fayre was a huge success and thanked everyone for their support.

RN&LW said that they would like to thank EX-HT for everything he does and that he has had a really positive impact on the school.

EX-HT explained that he has met with Tim Addison who is working on looking at the corporate image for the Federation. Both schools will continue to have separate identities.

School trips.

Year 4 children at The Bay went to In 2 Action. Plans for children at Niton

to also experience this. A history learning experience for both schools would be really good. Ex-HT would like to plan for this.

The Bay

Staffing changes have been shared with parents.

420 Children in September. 63 in Reception.

LW asked if these figures will trigger an appointment for another teacher?

EX-HT said he that we are likely to receive the APW for each extra child which potentially enable us to appoint a part-time LA to EYFS

EX-HT explained that the KS2 test results publication was disappointing for maths and reading. Some papers are going back to be re marked.

SaJ asked what would happen if we were able to get some extra points added? EX-HT said this would still mean we were lower than he would have liked. Prediction of approx. 80%.

RN asked if other schools were having the same problems? EX-HT indicated that the Island average is likely to be 48% so The Bay will be above the Island average but slightly below the NA. JPE asked governor could now view the tests. This was agreed - they will be available prior to the next FGB.

EX-HT said the year 6 teachers have worked so hard and have done an amazing job.

A group of children from The Bay went to Portsmouth for the leavers' service. The children behaved beautifully and the Staff were extremely proud of them all. They took the new banner with them which many schools commented on.

Residential Trips.

EX-HT thanked the staff involved in taking the children away on residential journeys this year. Always really positive feedback from the children! DM is planning a journey for Year 4 children at Niton next year – similar to the experience offered at The Bay.

RN said St Frances did a trip to London to watch a show and all really enjoyed it.

LW asked when this would be announced. EX-HT explained next year.

EX-HT explained the Summer Fayre was a great success and we were £700 up on last year. He thanked the FAB committee members for their hard work and support.

Hampshire have offered us several packages to buy into a subscription with them for L&D and Governing services in September as our current provider contract ends on 31st August. Variety of different packages available.

LW asked why do the packages differ. EX-HT explained it was due to pupil numbers.

Community Kids have won the National Parliamentary Speakers Award. South West Trains made the proposal. The logo is now on the website. IL asked will this be in the County Press..

- 9 All **Policies.**
Prevent
Code of Conduct
Scheme of Management Delegation
All ratified.

Action Point - VB To transfer to Google Drive.

- 10 All **AOB**
LW explained how successful the FONS Summer Fayre was. Lots of comments from people saying how much they enjoyed it. It would be useful if FAB & FONS could get together to share ideas. LW thanks everyone for supporting this.

EX-HT said it was a real shame the Island Games was cancelled. The children selected were all very disappointed.

IL asked if everyone received the email VB sent out with meeting dates for this year on. – All received.

Action Point - VB to send out all meeting dates for next Autumn term by the end of term.

Date of next meeting Tuesday 18th October – Niton. 5.30pm.