

ASH CHURCH OF ENGLAND VC PRIMARY SCHOOL

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON Thursday 6th June 2019 AT 6.30P.M

Present:	Ed Lockington	Chair	Parent Governor
	Niki Roberts		Head Teacher
	Shirley Coulter		Local Authority Governor
	Vicky Griffin		Staff Governor
	Margaret Morgan	Vice Chair	Co-opted Governor
	Sue Ross		Co-opted Governor
	Philippa Bellows		Foundation Governor
	Stephen Ives		Co-opted Governor
	Georgina Griffiths		Co-opted Governor
	Clair Robins		Foundation Governor

In Attendance: Julie Chant (Clerk)

The meeting opened at 6.34 pm and was quorate

614 Apologies for Absence:

Andi Cooper –Chadwick had contacted the Chair and The Head teacher prior to the meeting to resign from her position as Parent Governor. Governors noted her resignation and the valuable work she had done as a Governor.

615 Declarations of Interest and Conflicts of Interest:

There were no declarations of interest and conflicts of interest.

616 Minutes of the last meeting held 4th April 2019

The minutes of the last meeting were agreed and signed as a true and accurate record by the Chair.

617 Matters arising from the Minutes;

602 Safeguarding committee to agree job descriptions for DSL. The Head teacher informed Governors there was a DSL Briefing scheduled for 24th June 2019, so the Safeguarding Committee will meet in July.

618 Any matters of urgency not already on Agenda

No urgent matters were raised

619 Head teacher's Report and Head teacher's Question Time

The Head teacher presented the Report.

Leadership and Management:

The staffing update included a new teacher appointment for two days a week teaching Year 3's as the current teacher wanted to reduce hours. The successful applicant has leadership experience. Interviews have been set for apprentices from Yeovil College. The college shortlisted candidates based on the schools requirements. The Head teacher hopes to be able to appoint 2 TA apprentices and 1 to work half time at PE and half as TA.

The School Development Plan – the school continues to work on vocabulary development, which will continue into the academic year. The Maths SATs papers and results will be examined and areas of weakness will be targets for the next academic year. The Key Stage 2 tests had focussed heavily on fractions, percentages and long multiplication and division. There was very little on shape and time. The Head teacher felt this would impact on the results.

The European Erasmus + Project will see Ash host a visit in October 2019 and the Head teacher invited Governors to be involved in planning and attend an activity.

The Head teacher explained that some schools had left the Yeovil Federation as budgets are squeezed, but Ash is an active user of some packages which are subsidised by the Federation, so they will be staying in the Federation.

Somerset County Council has approached the school to increase PAN from 21 to 25. The Head teacher has agreed as numbers in year groups are already closer to 25 than 21, and it will help protect the budget, enabling the school to continue to teach single year groups as much as possible.

A Governor enquired if the Year 4 split would be changing?

The Head teacher was hopeful that this would change in the next academic year, if she and Stephen Ives could share teaching in the afternoons, but this has not been finalised.

There was discussion around the number and size of classrooms, with one room only large enough for 25 small children on smaller chairs.

Teaching, learning, assessment and academic achievement

The children have completed SATs in Years 2 and 6 and the expected standard is increasingly challenging as is the benchmark for greater depth. The Head teacher gave Governors an extract from an adventure story which was part of the reading test for Year 6 SATs. This was the 3rd paper in the test and contained a very wide range of vocabulary. The Head teacher and Governors expressed concerns that the children were tired by the time they got to this paper and those who had not been encouraged to read a wide range of text would find the challenging vocabulary very difficult to understand.

The Head teacher informed Governors that the school was due to have phonics testing for Year 1, and children from Year 2 who had failed to achieve the standard week commencing 10th June 2019.

Times Table tests for Year 4 was being trialled this year, and will become compulsory next year.

Other year groups were being assessed throughout the year and KS2 Year 6 writing was being moderated on 24th June 2019, so Vicky Griffin was organising this ahead of the visit.

Governors discussed the high expectation on Year 6 children and asked if the school would have to raise the bar for much younger children to help bridge the gap?

Staff felt that children were sometimes pushed hard and this could cause some stress to Year 6 children. Some find their first term at new school can be dull, as teachers have to allow them time to settle before starting to challenge them.

The children are now writing in exercise books, so the books can be forwarded to the secondary school and teachers can see the level the children were working at in Year 6

Personal Development, Safeguarding and Pupils Welfare and Safety.

There will be a new Deputy DSL for September, and she is completing her training later this month in preparation for her start in the Autumn Term.

The school had a taster session from a potential new school meals provider and it went very well, so they have decided to go with this company from September.

The Head teacher was pleased that the school had managed four successful residentials for the children in KS2 this year. Year 3 went to Kilve Court, Year 4 went to Swanage, Year 5 the Isle of Wight and Year 6 went to the Mendips. A Big Camp for Year 2 is planned for Friday 12th July 2019.

The Head teacher would like to continue to offer the same residentials and it may be possible for Year 6 to consider a visit to Spain as part of the Erasmus Project. This has not been mentioned to parents yet as the Head teacher needs to gather more information.

A Governor remarked on the photos from the trips on the school social media pages and wondered if this could include quotes from the children.

The Head teacher explained that at the moment she uploaded the photos and wrote the articles to help reassure parents while the children were away.

There was discussion around the cost of school trips and the problem with some parents being slow to pay their contribution. Staff noticed that some children had problems on the 3rd night away as they had previously only ever been away from home for 2 nights, but most children enjoyed the experience, especially if the weather was good.

One Governor felt that residentials were crucial to children's social learning experience and it would be disappointing if they could not continue due to lack of support from Parents.

The school was in the middle of Wellbeing week and STEM week, which will focus on skills and knowledge, with a fairground theme was set for week 17th to 20th June 2019.

The school play, Dr Dolittle, is scheduled for Tuesday 9th, Wednesday 10th and Thursday 11th July, and Governors were invited to attend.

Building changes and safety

The Head teacher informed Governors that the area next to the Hive had now been concreted, which has allowed the PE shed to be moved and a garden shed to be erected. This will also allow room for the access gate and fencing required for the village hall development. The Head teacher is awaiting an update on planned changes to the hall and a timetable for the works.

The Head teacher confirmed that the Straw Bale House has sadly been demolished due to Health and Safety Concerns, and the materials are being shared with staff, parents and the

community. The next step will be to decide what can replace it for Forest School and environment activities.

The small climbing frame has been inspected and work is required, which will hopefully be completed this week, so children can use it again.

EYFS

End of Year assessments are due to be completed this month, but a dip in results compared to last year is expected as four children with extra needs had started in September. An extra TA (who is a qualified teacher) has provided support to children who had greater challenges.

The Head teacher said the school continues to liaise closely with Scallywags in planning for the new academic year and current numbers for reception class are currently 21, which was the PAN prior to the recent agreed increase.

Church School Distinctiveness.

Pauline Dodds from the Diocese would like to visit the school as her last visit was some time ago and she will meet with the Head teacher and the new RE lead.

Dr Philippa Bellows has been working with the children on Prayers for School fortnight. The Prayer Tree was in the Church for 2 weeks and parishioners wrote prayers, which have been stuck to the tree and it is now back in school. The children have also decorated Prayer Stones for an environmental area in the school.

A Governor asked if the new RE Lead would teach a wide range of religions,

The Head teacher confirmed that she would teach children about all faiths and religions. Governors thanked the Head teacher for her report.

620 Committee Reports

Safeguarding committee: meeting to be arranged.

Value committee: Latest minutes on SLP

Quality committee: Latest minutes on SLP.

Church school distinctiveness: Latest minutes on SLP

Governors had seen the committee minutes and had no further questions.

621 Governing Matters:

Learning Walk:

The Head teacher asked Governors to volunteer to undertake a school visit and choose a focus for their visit and arrange a time and date. The Head teacher would provide Governors with a check sheet so they could record their views and note what was good and what might be missing.

A Governor asked what would be a good focus for this Term, and there were discussions around displays in school, maths lessons and behaviour. Georgina Griffiths and Margaret

Morgan agreed to visit before the end of Term and observe behaviour and how it links into the School's Policy

Meet the Governors – update The Chair and Vice Chair had met with Parents and questions included, school size, funding issues, what Governors do and merging classes. One Parent offered to help with fund raising. It was agreed Governors should send letter giving feedback to Parents. There was a discussion around offering increased hours for children to come to school earlier and stay later, but this would require more information concerning additional staffing costs including administration and food preparation.

Action: Governors to send letter to Parents.

Appointing Co-opted Governor to the Governing Body

Governors noted that there was now a Parent Governor vacancy which would need to be open to all Parents. Following the change to the Instrument of Government there were two vacancies for co-opted Governors. After a discussion around the Boards requirements and the skills offered by candidates it was proposed that Rebecca Lihou be offered a position on the Board.

All agreed and it was approved that Rebecca Lihou be elected as a co-opted Governor.

Action: Clerk to send nomination letter to Parents for Parent Governor Vacancy

Action: Chair to contact new Governor and Clerk to request email and log in details.

622 Policy Updates; None

623 Children looked after report and safeguarding.

The Head teacher felt there was no information she could share with Governors at the moment.

624 Health and safety

The Head teacher informed Governors that the same company undertook the work to demolish the straw bale house, lay the concrete and repair the climbing frame. They kindly gave their work free of charge to help school funds. The Head teacher will ask children to write and thank the two men.

Action: Letter from children to thank men for their hard work

625 Worship and Church Links

This had been covered earlier, but Philippa Bellows added that she was building links between the Church community and the School community. The Aim High display had also been slimmed down to 4 key aims for the next academic year as a clearer way of expressing the school ethos.

626 Clerks Briefing

The Clerk had started work on archiving old policies on SLP and was now going to focus on making it easier to find information. Governors did find the system confusing, and it was agreed that a short demonstration should be given once folders had been tidied up.

627 School meals provision – update

This had been mentioned earlier in the meeting and the Head teacher confirmed that they were pleased with the taster session and the new provider was slightly cheaper than the current provider.

628 Correspondence:

None received

629 Date of next meeting:

The date of the next meeting is **Thursday 4th July 2019 at 6.30p.m.**

Meeting to be held at the school, followed by a meal at the Red Lion Babcary.

There being no other business the meeting closed at 8.40 pm

Action List from meeting:

602 Safeguarding committee to agree job descriptions for DSL.

621 Governors to send letter to Parents with feedback from Meet the Governors evening

621Clerk to send nomination letter to Parents for Parent Governor Vacancy

621 Chair to contact new Governor and Clerk to request email and log in details.

624 Letter from children to thank men for their hard work around the school

Signed.....Dated.....

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