

BOROUGHBRIDGE PRIMARY SCHOOL & NURSERY

Minutes of a meeting of the Full Governing Board held at the school at 5.30 pm on 5 December 2016

Present: G Lee, C Brocklesby (Chair), J Charlesworth, R Young, C Fenny, S Hodgson, S Godley, J Wade, M Kelly, R Simpson

Others in attendance: A Scott, A Clarkson, L Hopwood, Z Watt

Minute No.		Action
<u>PART 'A' – PROCEDURAL</u>		
GB 1	Apologies	
	There were no apologies for absence. Two members will arrive slightly late but business was started in their absence.	
GB 2	Declaration of interest	
	Governors were reminded to declare any interests should they arise. (One governor is Chair at another school)	
GB 3	Notification of confidential items	
	Governors noted the rules about confidentiality and the need to declare interests in items if appropriate. An item in the Resources item was considered confidential.	
GB4	Any Other Urgent Business	
	The Chair's 360 outcome will be raised at the end of the meeting.	
GB5	Approval of minutes of previous meeting	
	September 2016 The minutes had been circulated. They were approved and signed.	
GB6	Matters arising	
	No matters raised.	
<u>CORE FUNCTIONS OF A GOVERNING BOARD:</u>		
<p>Ensuring Clarity of vision , ethos and strategic direction Holding the Headteacher to account for educational performance of the school and its pupils Overseeing the financial performance of the school and making sure its money is well spent</p>		

CMBrocklesby 1/2/17

PART 'B' – SCHOOL IMPROVEMENT

GB7

Budget Implications

The budget monitoring report had been emailed out. There will be staff changes from January. The trend is following pupil numbers which are static, census showed 152 pupils. Current Year 6 leaving affects budget forecast but if nursery children all come in school will only be 4 pupils down.

The PAN of 40 was discussed along with the size of building and school grounds which is where the budget shows a high spend in proportion to pupil numbers. The Headteacher and Deputy have been in touch with builders in the area and also with the local authority with regard to this and also the rental of property on school grounds. If numbers remain static school cannot continue with single age classes comprising 16 or 18 children and will have to lose a teacher and combine classes to assist the budget. Staffing costs are increasing (NI, employer contributions etc) and there is no help with these costs.

There is a reprieve for reductions in nursery funding. The Bursar recommends reducing staffing costs but also looking generally at income.

Governor challenge: We need to have a meeting with NYCC about the rental on the huts. Can we do anything to help?
School is trying to get this very complicated situation resolved.

Governor challenge: Are we getting a reasonable rent?
No, but they now have rights.

Governor challenge: The SENCO has been off - who has been doing SENCO work?

Head and Deputy Head - it has been very useful as we have discovered the difficulties with funding and how little element 2 funding we get as a school. This is due to the postcode deprivation index (which is low despite the makeup of the actual children in school). Whenever we try to do a referral we are asked what we are using this funding for. It has been used for what the children need. The report supplied shows the SEN funding.

Pupil Premium funding is also shown the Headteacher's report as is Sports funding.

The budget is following the trend of other schools. All schools costs are going up.

Current staffing is 7.7 teaching staff (including Head). Funding shown in future years is based on an additional 10 children in school and we have accepted children since the census.

EHCPs are being written and submitted for a couple of children. These children already have additional TA support, so any additional funding will help although

it is unlikely to cover school's costs and it is spent on parental preference.

Governor challenge: What about building and grounds? Can we reduce costs?

We buy into the LA service which provides backup when staff are off (eg sick), if we bought in locally we would have to manage this ourselves so it may not be value for money in the longterm.

Governor challenge: There are local cleaning companies. Again the buy-in service means we get a consistent service.

However the school office staff are working hard to source better deals for services eg photocopying, phones etc and this is proving successful.

The outgoing and incoming bursars left the meeting - the outgoing bursar was thanked for all her hard work.

GB8

HEADTEACHER'S REPORT

Projected Pupil Premium

The Deputy Head went on some very good pupil premium training last year and has come back with some great ideas. The expectation is that they are low achieving children but school has some high achievers in our PP cohort. This budget has been used to keep class sizes small, on TAs, trips including residential.

Governor challenge: the price of breakfast club is incorrect in the report This will be corrected.

Governor challenge: Can we see the results of the questionnaire for breakfast club?

Yes this can be shared.

Governor challenge: what is the impact for those children who schools pays for?

Attendance increased and less disruption in class. It is a nurturing environment which sets children up for the day. This can be evidenced.

Governor challenge: When are physical interventions used?

This has been on a child who is at risk of hurting us, themselves or leaving the building.

Governor challenge: Attendance 14/15 is below national average - why?

One family who brought this down has now left. Another has an outreach worker.

Governor challenge: Is this report meeting the new guidelines?

Yes it is in a slightly different format and we know where the evidence is.

The Headteacher reported that school is judging itself as good in all areas.

There is a Teaching & Learning external review tomorrow. Everyone here has

been given the SEF. This will be updated tomorrow.

SIP

Governor challenge: How do we know moderation is secure?

We have two staff moderators, we also moderate in cluster and with the North Star teaching alliance.

Years 1-5 did GL tests in English and Maths which are externally marked and these marks correlate with our data. They can also show where we are against national data.

The Head has spoken to the data governor in more detail about all this data.

Governor challenge: what about the data summaries, we are not reaching national average in exceeding?

This reflects the fact that the children making up the cohort have changed. If you look at Year 3 we have shown like for like children. The new children are the ones not making progress to reach ARE. We can provide like for like figures for years 5 & 6.

Governor challenge: what about EYFS and KS1?

The Head pointed out that the data has been discussed at a previous meeting. This is due to the children making up the cohort not being the same. We have been concentrating on getting all children to expected which is shown against national average. It is the exceeding which we need to look at. We now understand the need to concentrate on the poor spellers. On like for like children we have achieved what we expected.

This is now part of the School Development Plan. We are looking at strategies for children who can't spell.

The GL assessments are quite strong in KS2. We are working to the higher expectation in SATS and we are making outstanding progress with Years 5 and 6.

Governor challenge: GPS exceeding - why are we below national?

Again we have very high expected against national.

We are going to look at this with the External Advisor tomorrow (practice inspection) and we also have Raise online session tomorrow.

Staffing

There is a change since the report, last week Richard Chapman announced that he is moving on so we have placed an advert for a teacher for 2 terms. This will not carry on in September. We need to think about September across the staffing structure. Whatever we do it will not be popular.

Cassie Jenkinson is on a phased return. Staff absence insurance covers the transition costs of the supply teacher who has been very hard working.

Governor challenge: will she apply?

We do not know.

School

	<p>There has been plenty of staff training and development from the active Teaching School alliance and moderation in class. We try to source quality CPD which will have immediate impact. The Talk for Writing training has changed the structure of how we teach writing and has helped planning. The Deputy has been on Pupil Premium training (already discussed) which has transformed how we look at PP. She is also an SLE.</p> <p>The Chair is now a local leader of governance.</p> <p>The school has collaborations with North Star TA and is working with other schools who appear to have similar aspirations for their children. They may be out of the LA eg Wetherby, York.</p> <p><u>School Development Plan</u> This has been colour coded.</p> <p><u>Ofsted Framework</u> This has not been distributed prior to the meeting so hard copies were handed out. Governors should be aware of the Ofsted criteria for all areas, not just leadership and management. Governors to take this away to ask questions - they can email the Head or bring questions to the next meeting.</p>	
GB10	<p><u>School Improvement Advisor Report</u> This had been distributed and there were no questions.</p>	
GB11	<p><u>Pay Policy</u> This had been distributed. It is based on the NYCC Policy and the resources governors recommended it for approval.</p> <p>THE GOVERNORS APPROVED THE PAY POLICY</p> <p>At this point some governors had to leave the meeting - but it remained quorate.</p>	
GB 12	<p><u>Governor Visits</u> Rob Young had done a visit as School Council link governor to the School Council meeting and also done a non-monitoring visit to Drax Power Station with Year 4 & 6.</p>	
GB 13	<p><u>Health & Safety.</u> The Health and Safety lady is coming to visit in January. Discussion followed about the people on the roof at the weekend messing around. The Police are involved. The roof has been checked and had to be repaired. We have damage to property and they left rubbish. This will be followed up by the Police.</p>	
GB14	<p><u>Governors Action Plan</u> This was deferred to the next meeting.</p>	

CMBrockleby 12/17

GB15	<p><u>Academy</u></p> <p>This confidential item was an area for discussion only.</p>	
GB16	<p><u>Non link monitoring visits</u></p> <p>Already discussed.</p>	
GB17	<p><u>Policy Review</u></p> <p>The Head, Deputy and Chair have been looking at the statutory policies and EYFS plus the governors code of conduct.</p> <p>Discussion followed about the number of policies required and the ongoing schedule.</p>	
GB18	<p><u>Any Other Business</u></p> <p>Chair's 360 report was deferred to the next meeting.</p> <p><i>Noted by clerk after meeting that the confidential minute had not been approved and signed.</i></p>	
GB19	<p><u>Impact of the meeting on pupil achievement</u></p> <p>There has been detailed discussion on data and the outcomes for children Staff have had quality CPD which has impacted teaching and learning Staffing levels with increased TA provision have resulted in less disruption in class.</p>	
GB20	<p><u>Date and time of the next meeting</u></p> <p>Wednesday 1st February 2017 at 5.30pm</p> <p>CLOSE</p> <p>There being no further business, the Chair declared the meeting closed at 7.25pm.</p> <p><i>Clare Brocklesby 1/2/17</i> [Clare Brocklesby] (Chair)</p>	