

I certify that these minutes are a true and accurate record of the Governing Board Meeting held on Thursday 19<sup>th</sup> December 2019 at 4.00pm

Signed.....Chair/Vice-Chair      Date.....



Minutes of the Meeting of the Full Governing Board of Barton Primary School  
Held at the school on Thursday 19<sup>th</sup> December 2019

## Barton Primary School

### Governors Present

Mrs U Hutchinson (UH)	LA Governor, Chair
Cllr M Price (MP)	Co-opted, Vice Chair
Mrs V Bird (VB)	Co-opted
Mr M Snow (MS)	Staff, Headteacher
Mr P Whiteman (PW)	Co-opted
Mrs K Pye (KP)	Staff

### Apologies

Mr T Jefferies (TJ)	Parent	<u>Prior commitment</u>
Mrs N Smy (NS)	Parent	

### Absence

None.

### Non-Governors in Attendance

Mrs G Eagar	SEN Co-ordinator	<u>For item 4 only</u>
Mrs S Meredith	Deputy Headteacher	
Mrs A Starnes	Clerk to the Governing Board	

### Vacancies

2x Co-opted Governor

### Quorum

The meeting achieved the minimum number to be considered quorate (4) at remained at or above this number for the whole meeting.

### Start & Finish Times

The meeting convened at 4.00pm and finished at 5.23pm having considered all the items on the agenda.

Key: **Red:** Action Points, **Blue:** Challenge, **Green:** Support, **Purple:** Ring-fenced funding.

### 1. Present & Apologies

TJ sent apologies. **These were accepted by the meeting.**

### 2. Order of Business

As agenda.

### 3. Declaration of Interest

None for this meeting.

### 4. SEN Presentation

22% of pupils are on the SEN register, with 56 SEN and 64 presenting with additional needs. This gives a total of 46% with SEN and/or additional needs which is an increase on last year. Things are more positive now as the Speech &

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Language person has returned which has freed up GE to work in other areas. MS commented that GE planned activities for 12-15 children this week to give them a break. These are children whose behaviour can be challenging and this gave them a chance to have staff attention. Some of these children have thrived as a result leading to an increase in their confidence and wellbeing. GE has also worked closely with Educational Psychology (EP), is writing a plan and will also carry out supervision with staff focusing on two year groups. Pupil Voice will also be used to work closely with children and see what can be done differently for them. Ideas to engage parents have seen some successes. Pupil Voice is planned for next year.

(Governor comment) Barton is always reacting.

(2<sup>nd</sup> Governor comment) There is a lot of proactive work.

Some children are struggling and this has an impact on learning for other children.

The activities for disassociated children who feel overshadowed has given them a chance to find their voice.

MS commented that they are finding resources hard. GE said that speech and language research shows a high percentage of children with speech and language problems have behavioural difficulties. We are using the Speech & Language SLA to help children who are “bubbling” (whose behaviour may cause issues). This early intervention should help to stop problems at their source.

The other main thing for next year is looking at SEN and the science project, for which we have been given a £3k grant. This will help children with SEN to better access the wider curriculum and science is the first step in achieving this.

UH commented on the comprehensiveness and detail of GE’s report.

It was agreed that GE would present on LAC (looked after children) at January’s meeting, which will also be attended by CA (FLO). VB is to visit and speak with N about PP.

GE was thanked by Governors for her time and continuing hard work in this area.

**Action Points: 1. GE to be invited to January meeting to present on LAC**

**2. Clerk to send visit template to VB**

## 5. Minutes and Matters Arising

**The minutes, including confidential minutes, were agreed as a true and accurate record and signed by UH after the meeting.**

**Matters Arising:** UH has not met with Jane Wilson yet – this will now take place on 27<sup>th</sup> January. All other action points were dealt with.

## 6. Finance

MS reported that the school is still looking to break even in the current financial year and is planning ahead for September.

## 7. Governor Reports

UH reported that she met with BG to discuss **Maths**. BG spoke about the curriculum initiative involving the three ‘I’s and use of software in the classroom. The teacher can plan and project the lesson on the interactive white board. There are links to other classes. UH said this looked very impressive; however, there is inconsistency in teachers’ capacity to use the software. BG is working on this but there is some way to go. MS commented that all teachers should be IT literate.

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UH also submitted a **Teaching and Learning** report. A training session was held with an advisor from Hampshire. This involved three elements: challenge (including stretching more able pupils), resources (always an issue) and independence (children recognising when they need to use resources for support). Learning walks have taken place and were positive. SM mentioned the use of colourful semantics and explained what this is – it supports children with sentence structure and is good for scaffolding.

[\(MS to UH\) Will there be a visit regarding the wider curriculum?](#)

UH said the Early Years visit to look at reading had been cancelled. She also wants to look at Years 1 & 2.

MS suggested that Governors spoke to Foundation Subject leaders.

**The following areas were agreed:**

PW – History/Geography

UH, TJ – Early Years

VB – Science, Technology (STEM)

KP – Pupil Voice – keeping safe, PSHE, SRE

NS will conduct a safeguarding visit and MP/TJ will carry out a finance visit. MP will also complete a Performance management audit.

**NGA subscription:** This has been agreed by UH under Chair's Action. The cost is £85/year under a corporate agreement with Governor Services.

**8. Headteacher's Report**

A detailed data analysis (Data Dashboard and FFT) will be presented at January's meeting.

**9. School Improvement Plan/SEF**

This was covered in the last meeting.

**10. Attendance**

PW is waiting for end of term figures.

**11. Safeguarding**

NS said the school is very good at carrying out safeguarding. MS confirmed that there were no significant concerns or referrals to the LADO to report.

[What happened with the recent complaint?](#)

SM has worked with the parent concerned and the matter appears to be resolved. The clerk explained the procedure around dealing with parents who wish to raise a complaint. PW emphasised that he didn't know anything specific around this complaint but had referred the parent to the clerk and UH.

**12. Staffing**

Two new TAs have been appointed, one of whom has been on trial – this has now been extended. The other TA has settled fairly well. One member of staff is back from long-term sick leave.

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### 13. Site

We are sourcing funding to develop the Portakabin, which will cost around £30k. The Daisy Rich Trust is supporting with this.

[Has PW done anything?](#)

He has come in to look at quotations.

[Is there a liability period?](#)

12 months, and the roof (membrane) is guaranteed for 20 years.

[What about specifications?](#)

All have been checked – we are over-specified in some areas.

### 14. Policies

No policies were brought to this meeting.

### 15. Date of next meeting

Thursday 30<sup>th</sup> January 2020 - 4.00pm, FGB.

### 16. Impact of Meeting

- Very comprehensive and detailed SEN presentation received
- Future Governor actions planned
- Two Governor reports received and discussed
- Responsibilities allocated for foundation subject visits

Mrs Hutchinson thanked everyone for their time and closed the meeting at 4.47pm.

### Contacts:

Mrs U Hutchinson: Chair of the Governing Board

Contact via the School Office on 522469 or in writing, or via the Clerk to the Governing Board

Mrs A Starnes: Clerk to the Governing Board

Email: [alison.starnes@bartonpri.iow.sch.uk](mailto:alison.starnes@bartonpri.iow.sch.uk)

Or in writing to the School Office