

I certify that these minutes are a true and accurate record of the Governing Board Meeting held on Thursday 5th March 2020 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 5th March 2020

Barton Primary School

Governors Present

Mrs U Hutchinson (UH)	LA Governor, Chair	
Mr T Jefferies (TJ)	Parent	<u>Joined meeting at 4.05pm</u>
Mrs N Smy (NS)	Parent	
Mrs V Bird (VB)	Co-opted	
Mr M Snow (MS)	Staff, Headteacher	<u>Joined meeting at 4.05pm</u>
Mr P Whiteman (PW)	Co-opted	
Mrs K Pye (KP)	Staff	

Apologies

Cllr M Price (MP)	Co-opted, Vice Chair	<u>Overseas</u>
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Absence

None.

Non-Governors in Attendance

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 5.38pm having considered all the items on the agenda.

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

1. Present & Apologies

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

2. Order of Business

As agenda, plus extra item on coronavirus.

3. Declaration of Interest

None for this meeting.

4. Minutes and Matters Arising

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

Matters Arising: All action points completed, except:

Safeguarding visit – NS to put dates in.

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VB completed Science/PP visits and will submit reports.

MP has completed performance management audit, but yet to submit report.

Action Point: Clerk to chase visit reports from VB and MP

TJ and MS joined the meeting (4.05pm).

5. Finance

MS reported that the school is still on target to exit a deficit situation. There is a slight increase in SEN funding, but this is negated by the top slice schools have been asked for to fund the SEN deficit. The budget is very tight and we are recruiting support staff due to the high needs of additional children.

We need to move nationally to make the Government recognise this issue.

Money has come in from the building work and the outdoor classroom is now 80% complete.

6. Governor Reports

SFVS: This year's report has completely changed and several questions added, with the dashboard section RAG rated. TJ/MP met with KW to go through and discuss. The school is broadly similar on most things. We are red rated on SLT spend, but this doesn't take MS's secondment and other factors into account. The school would be higher in any case. The school is financially run very well, but there is a summary of agreed actions:

- Continue monitoring as we already are
- Look at value for money of contracts before they come up for renewal – KW is already doing this, but we can request a list of upcoming renewal dates
- Monitor amber and red issues

When is your next monitoring visit due?

We will visit again before the end of June.

VB said that Governors need to ensure the school is getting all it needs from contracts, including the right specification, and that there is a difference between value and cost. This needs to be checked before the tendering process.

Action Point: UH and TJ to check with KW regarding tendering process

Have we the capacity to challenge?

It is up to TJ/MP to be satisfied that KW is capable.

MS said that HR/Payroll is due for renewal this year and the school is looking at using the IW Council.

Governors approved the SFVS as presented by TJ. This will now be forwarded to the LA.

History/Geography: PW completed a visit. Computer access is limited and MS reported issues with the SLA with Medina regarding upgrades. Governors commented that these are skills children need. Site visit experiences are invaluable for children, for example the Saxon finds exhibition at Carisbrooke Castle.

Pay Committee: The clerk updated Governors in MP's absence.

RSE training: UH attended this training. Governors were told RSE is not mandatory, but MS said schools still have to deliver it. Parents can opt out if they wish.

Is there a new team for this subject?

M has gone on SRE training and a staff meeting is planned after Easter. Work has been co-ordinated with the Hants lead for M and a colleague from another school.

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There was discussion regarding mental health and wellbeing, as it has been perceived in a negative way in the past. It is about preparing children to cope with stresses and keep healthy. There is a negative stigma around the word “mental”. UH said she will meet with M to discuss the SRE provision.

Action Point: UH to meet with M regarding SRE provision

SIP: UH met with SM to discuss. Actions for now and the summer term are based on judgement of impacts from before. The wider curriculum is the focus. Children have to be literate or numerate, otherwise they cannot access the wider curriculum. We need to audit the wider curriculum in relation to literacy and make sure the right skills are being taught, such as using inference. SM commented that A is now leading on MFL.

Literacy: An audit has been made. Text maps are used to help make links with the wider curriculum, and the EL is very clear about what is happening at the moment. There is a lot of training of teachers, including sequencing of sentences.

Other visits are due, such as Safeguarding (NS) and Pupil Conferencing regarding PSHE (KP). VB is to write up reports on PP and Science. The clerk attended the NGA clerks’ conference in Birmingham and will report at the next meeting.

7. Data

MS gave an overview of FFT data. The school’s average scaled score is 101.5 (KS2). RWM combined is 53% (expected standard). KS1 score is low, but KS2 shows improvement. High performers include no SEN and higher/middle attainers. Lower performers include lower attainers and SEN support/FSM. Higher attainers are doing well in maths; however, lower attainers, SEN and summer born children are not. KS2 attainment for the last 3 years shows a slight dip for last year but is better so far this year. The gap to national has opened again in the expected standard for RWM combined.

Target setting is against FFT50. This is against very like for like schools and looks at prior attainment.

Year 6 targets are Reading 71, Writing 73, Maths 74, SPAG 74 – we are currently on track for 70, 60, 63 and 63.

National average for RWM combined is 64 and we are on track for 60.

Current Year 5 targets are 74, 78, 82, 79 based on prior attainment – we are currently 50, 43, 43 and 47. There are 12 children new to the cohort. The cohort did well in Year 2.

Governors commented that the school has always been realistic with targets and that FFT is a very useful tool for helping set performance management targets. MS said that the school is trialling a pupil tracker linked to FFT.

8. Headteacher’s Report

The new outdoor classroom is 80% completed. A review of staff absence has been completed with support staff. 107 school days were lost from September to January (adults). 12 staff members have absence of over 6%. Return to work interviews are taking place and will look to identify underlying issues.

Governors praised the caring ethos of the school. KP will feed this back to staff members and said it was good to hear and would boost morale.

9 School Improvement Plan/SEF

Already covered.

10. Attendance

PW is to meet with Lisa to discuss the latest report, which came yesterday.

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11. Safeguarding

Significant concerns are being dealt with and the Educational Psychologist (EP) is supporting. There is supervision time, so that staff can talk through issues. MS is part of the supervision group for Headteachers. **Governors commented that staff need a lot of support.**

12. Staffing

One member of support staff is on long-term sick leave. An advert has been placed for more support staff and it is likely we will appoint two. We are also looking at possible apprenticeship models.

13. Site

MCM have now left the site and the building looks good.

14. Policies

All policies brought to the meeting were approved by Governors (proposed TJ, seconded PW).

Page numbers need looking at, as not all are consecutive.

Admissions to Barton Nursery – some typos on page 2.

Confidentiality – **how is this being broadcast?** There is a sign-off sheet.

EYFS, Computing, E-safety, Intimate Care, Lettings, Finance, Exclusions, Transition, PE – all okay.

Safeguarding/Child Protection – wording changed – UH explained background.

Progress in Calculation is guidance rather than policy.

Action Point: 1. Clerk to forward policies to LW for amendments

2. Clerk to produce policy schedule

Coronavirus: The school is receiving daily guidance from the DfE and the 111 service can be used.

VB advised that she will soon be self-isolating as her son is returning from Japan.

15. Date of next meeting

Thursday 2nd April 2020 - 4.00pm, FGB.

16. Impact of Meeting

Mrs Hutchinson thanked everyone for their time and closed the meeting at 5.35pm.

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

Or in writing to the School Office