

RHODES AVENUE PRIMARY SCHOOL FULL GOVERNING BODY MEETING

TUESDAY, 20 SEPTEMBER 2016 AT 7:00PM

Membership

Name	Type	Attendance
Alison Vaughan	Co-Opted Governor Chair of Governors	Attended
Helen Walsh	Parent Governor Co-Vice-Chair of Governors	Attended
Dianne Bluemink	Co-opted Governor Co-Vice-Chair of Governors	Attended
Paul Beale	Parent Governor	Attended
Katy Jackson	Parent Governor	Attended
Rebecca Goldberg	Parent Governor	Attended
Kay Carter	Parent Governor	Attended
Lucia Glynn	Co-opted Governor	Attended
Mike Greenwood	Co-opted Governor	Attended
Emel Ali	Co-opted Governor	Attended
Samantha Perkins	Co-opted Governor	Attended
Claire Weir	Local Authority Governor	Attended
Shane Claridge	Staff Governor	Attended
Adrian Hall	Headteacher	Attended

Also in attendance:

Maria Panayiotou –Deputy Headteacher

Hannah Cleary – Clerk

Minutes (For the action log, see Appendix 1 attached to the minutes)

1. Welcome and introductions

1.1 The Chair welcomed everyone to the meeting and introduced Paul and Oliver Beach for whom it was the first meeting as members of the Governing Body.

2. Election of the Chair and Vice-Chair

2.1 Nominations were sought from eligible members.

RESOLVED:

- i. Alison Vaughan was nominated and unanimously re-elected as Chair of the Governing Body, with immediate effect and for a term of 12 months;
- ii. Dianne Bluemink and Helen Walsh were both nominated and unanimously re-elected as Co-Vice-Chair of the Governing Body, with immediate effect and for a term of 12-months.

3. Apologies for absence

3.1 There were no apologies for absence.

4. Membership

- a) There were no members with terms of office due to expire before the next meeting;
- b) There were no members appointed since the last meeting;
- c) There were no vacancies to be filled.

5. Appointments to Committees and Lead Governor Responsibilities

5.1 The Governing Body considered and **agreed** appointments to the following Committees and Lead Governor roles:

RESOLVED:

Resources Committee

Dianne Bluemink (Chair)
Lucia Glynn
Paul Beale
Helen Walsh
Shane Claridge
Alison Vaughan
Adrian Hall (Headteacher)

Premises and Health and Safety Committee

Dianne Bluemink (Chair)
Lucia Glynn
Paul Beale
Helen Walsh
Shane Claridge
Alison Vaughan
Adrian Hall (Headteacher)

Curriculum Committee

Rebecca Goldberg (Chair)
Katy Jackson
Emel Ali
Mike Greenwood
Oliver Beach
Adrian Hall (Headteacher)

Communications Committee

Alison Vaughan (Chair)
Mike Greenwood
Claire Weir
Shane Claridge
Adrian Hall (Headteacher)

Headteacher's Performance Management Committee

Dianne Bluemink
Mike Greenwood
Alison Vaughan

Future of the School Working Group (formally the Academisation Working Group)

Lucia Glynn (Chair)
Alison Vaughan
Kay Carter
Dianne Bluemink
Helen Walsh
Adrian Hall (Headteacher)

Lead Governor Responsibilities

Shane Claridge	ICT
Helen Walsh	Inclusion
Katy Jackson	Safeguarding and Link
Oliver Beach	Assessment

6. Late items and order of business

6.1 There were no late items nor changes to the order of business.

7. Declarations of Interest

7.1 No new interests were declared.

7.2 Annual declaration of interests forms were circulated to Governors for prompt completion and return.

8. Minutes of the last meeting and matters arising

8.1 The minutes of the last Full Governing Body meeting held on 28 June 2016 were **approved** as a true record and signed by the Chair.

8.2 The following points were raised as matters arising:

Minute 4.1 – All Governors were required to sign the Department for Education Guidance 'Keeping Children in Safe in Education' that was published on 5 September 2016;

Minute 8.5 – The Chair had written to all staff and parents at the end of the academic year to celebrate the successes of the last year;

Minute 20.1 – This matter had now been closed (PART II).

9. Chair's Report

9.1 The Chair led the Governing Body in expressing great sadness at the news that the much-valued Site Manager Sid Cade had passed away shortly after the end of term. A

donation had been made to the Dog's Trust from the Governors fund on behalf of the Governing Body.

9.2 All members sent their deepest sympathies to Mr Cade's friends and family and expressed how greatly he would be missed by everyone at the school.

9.3 It was confirmed that future site management arrangements would be discussed at the Premises and Health and Safety Committee on 23 September 2016.

10. Code of Conduct

10.1 An updated Governor's Code of Conduct was circulated at the meeting and all Governors present signed to accept the refreshed Code of Conduct.

10.2 It was advised that the new version would be uploaded to the school's website shortly.

11. Headteacher's Report

11.1 The Headteacher presented the report as circulated with the agenda.

11.2 The Headteacher set out the current numbers on roll and explained that there had been low mobility of admissions and leavers. The attendance level for 2015/16 was 96.97%.

11.3 The Headteacher provided an overview of staffing changes and expressed great sadness for the recent loss of Sid Cade the site manager who had been a highly appreciated member of the school for over 21 years and who was thought of very highly by all; in particular the pupils. The school had offered counselling to all children who were affected and there were plans to arrange a 'whole-school' event during the year to commemorate Mr Cade.

11.4 The Headteacher provided an overview of the progress and achievements that had been realised and highlighted the excellent results that had been achieved across both EYFS and KS1 and KS2. The school had received a phone call from the Department for Education congratulating them on the results and the progress achieved.

11.5 Pupils leaving the Foundation Stage remain above the local average at 82%; this is also significantly above the achievement of 2015. Phonic results for both Year 1 and Year 2 showed the number of children reaching the expected level was above local average at 91% and significantly higher than 2015 percentages. By the end of Key Stage 1 pupils at Rhodes Avenue attain significantly higher than their peers locally in all subject areas. National average statistics were currently awaiting publication.

11.6 Results by the end of Key Stage 2 showed that pupils attained significantly higher than national averages in all areas for the expected standard and at greater depth.

11.7 Progress data shows the school is above the national average and this is statistically significant.

11.8 The Headteacher outlined some of the potential changes to testing arrangements including the introduction of a spelling test; the school had already introduced a new spelling programme to support this element.

11.9 The Governing Body was exceedingly pleased with the results, progress and achievements made and passed on their thanks to the Headteacher, all staff, parents and children for their hard work and commitment.

11.10 The Headteacher presented the 5 priorities for the upcoming academic year and explained that the School Development Plan 2016/17 would be distributed to all members shortly. The school would be promoting mastery for all pupils as well as prioritising progress made by vulnerable groups with specialist teaching provided to support these areas.

11.11 Details of the School Improvement Partner improvement report were also shared that had resulted from a visit that took place on 20 June 2016 to review the areas of data, targets and undertaken book scrutiny. The report was highly complementary.

11.12 The Headteacher also provided an overview and update on premises development; engagement with parents and carers; significant school dates and secondary school destinations for those children who left year 6 at the end of the last academic year.

11.13 Governors asked a number of questions:

Q: Are there any oversized classes at the school; if so what measures have been put in place to mitigate the impact?

A: There are 2 oversize classes in the school; the first is a year 1 class with 31 pupils and the second a year 6 class also with 31 pupils. Extra funding had been received to mitigate the effects of the oversize class on the KS1, year 1 class.

Q: How do the test results compare locally?

A: Whilst the Local Authority doesn't publish comparative data, the school is currently in the top 3 schools in the area.

Q: How did the Target Tracker data compare to the results and Teacher Assessments?

A: The test results demonstrate that teacher assessments and predicted progress had been very accurate and used effectively to identify gaps and put in place appropriate support. In many cases; children that didn't achieve age expected results missed out by only a few marks.

12. Academisation

12.1 The Governing Body discussed the uncertain nature of the current information regarding academisation and the current status of the Education Excellence Everywhere White Paper.

12.2 Lucia Glynn **agreed** to provide an information paper to the Governing Body.

13. SEND

13.1 The Headteacher advised that Emily Gazzard is now the new Inclusion Manager and had recently been appointed. Emily would be providing the standing termly update report.

14. Reports from Committees

14.1 Shane Claridge provided an update on the school's new website that was currently under construction. It was envisaged that the project would be completed in time for a Spring 2017 term introduction.

15. Policies for approval

15.1 The Governing Body **noted** the Department for Education Keeping Children Safe in Education Guidance published on 5 September 2016. A summary of the changes had been provided to Governors who signed to acknowledge receipt of the Guidance and it was

confirmed that all staff had received training on all of new aspects of safeguarding contained in the Guidance.

15.2 It was **agreed** that Governors would be provided with a copy of the school's current guidance in relation to Ofsted inspections and safeguarding.

15.3 The Governing Body **agreed** the school's Early Years and Foundation Stage (EYFS) Policy.

15.4 The Governing Body **agreed** the school's Safeguarding Policy.

15.5 It was noted that the Freedom of Information and Data Protection Policies would be presented at the Communications Committee; the Equalities and Anti-Bullying Policies would be presented to the Curriculum Committee; all would be circulated to the full membership for information.

16. Governors Visits

16.1 The Chair explained that Governors should try and visit the school at least twice per academic year.

16.2 Such visits should be arranged in advance with details given of the nature of the visit; these details should also be provided to the Link Governor.

16.3 The Governing Body was informed that an annual full day meeting for all members is usually held in June.

17. Governor Training

17.1 Governors were asked to consider suitable topics for group training sessions to be delivered later in the academic year.

17.2 The recently appointed Governors were advised of the training options and encouraged to attend sessions provided by both the school and Local Authority. Details of the Local Authority training offering had already been circulated via email to all Governors.

18. Dates of Future meetings 2016/17

18.1 The Governing Body **agreed** the following dates:

Meeting	Date	Time
Resources Committee Premises and Health and Safety Committee	23 September 2016	8.30am onwards
Communications Committee	10 October 2016	7pm
Headteacher's Performance Review	17 October 2016	9am onwards
Curriculum Committee	23 October 2016	6.30pm
Resources Committee Premises and Health and Safety Committee	4 November 2016	8.30am onwards
Communications Committee	7 November 2016	7pm
Curriculum Committee	8 November 2016	6.30pm
Full Governing Body	15 November 2016	7pm
Resources Committee Premises and Health and Safety Committee	13 January 2017	8.30am onwards
Full Governing Body	17 January 2017	7pm
Resources Committee Premises	24 March 2017	8.30am onwards

and Health and Safety Committee		
Full Governing Body	28 March 2017	7pm
Resources Committee Premises and Health and Safety Committee	5 May 2017	8.30am onwards
Full Governing Body	9 May 2017	7pm
Resources Committee Premises and Health and Safety Committee	7 July 2017	8.30am onwards
Full Governing Body	11 July 2017	7pm

18.2 Meetings of Future of the School Working Group; Curriculum Committee and Communications Committee are still to be arranged.

18.3 There were no Part 2 items of business.

The meeting concluded at 8.25pm.

Signed..... Date.....

