



Midsomer Norton Primary School  
Full Governing Body Meeting  
Wednesday 19th July 2017 at 6.00pm

	<p>6.3 <u>Possible Make Up of LGB</u> – AR stated that his recommendation for LGB would be as follows: DS, SR, KP – Director Appointed PE, BT, JJ, ASS – Community Governors EC – Staff Governor AR - Headteacher HB, BS – Parent Governors Chair of Governors – Director Appointed. AR commented that this is currently vacant going forward and could be appointed by the MAT if we are not able to fill it. SR stated that taking on the role is a big ask given that we are going into ‘unchartered territory’ and that it involves not just chairing meetings but also additional commitments. AR stated that the key challenge for a Chair is how to both support and hold AR to account, and how they effectively direct and push the Governors. MD agreed to speak to the three Governors not in attendance in order to confirm whether they are interested in taking on the role of Chair. SR suggested the potential to rethink the position of the Vice-Chair and whether the Chair could be appointed just for a year. EC commented that there could be some positives in having an outside appointed Chair, in that they would bring a new and different perspective.</p> <p>6.4 <u>LGB Dates and Timings</u> – AR reported that he had spoken to AW and that he had confirmed that the number of 12 meetings was negotiable. AR therefore proposed to have 8 meetings and then review this after a year. AR has circulated the proposed dates for the next year and these fit in around the MAT meeting dates. PE queried how the dates fitted in with data points. AR responded that there is an element of guess work but the data should be in within the first weeks of the year and the dates were scheduled for after the internal teacher assessments, allowing for time for AR to prepare the data. AR highlighted that the new start time would be 6pm rather than 6:30pm. A vote was held to approved the dates and time of the meetings; all agreed.</p> <p>6.5 <u>Summary of academisation consultation outcomes</u> – AR stated that the Governing Body would need to vote today on a final resolution to convert to Academy status. AR stated that with this in mind, he had an update on various areas; In terms of the TUPE process, the staff had all been consulted, a meeting had been held, with a further follow up meeting which the unions were invited to attend. There were no issues from that. With regards to stakeholder consultation, a meeting had been held with the parents and the local authority had been informed. AR reported that he had received a comment from a grandparent that they were concerned the school would lose its community identity, but AR had explained it would continue to be a strong value. For the LGPS, the actuaries had needed to identify any deficit and inform the MAT of that. At this point AR reported that the deficit could be up to £352k. AR stated that he had previously gone over the terms of reference, the main difference being the additional layer of the Directors being above the LGB. AR and MD then asked the Governors to consider whether they were happy with how the consultation outlined by AR had been conducted, and whether there had been sufficient evidence and time to proceed with a vote on the resolution. All Governors agreed that they were satisfied with the process to date. MD stated that there would therefore be a formal vote on conversion to an Academy and to delegate to named people – MD as Chair, and SR as Vice-Chair, the authority to sign the paperwork. Vote held; unanimously agreed.</p>	<p><b>ACTION: MD</b></p>
<p><b>7.</b></p>	<p><b>Head Teacher’s Report</b></p>	
	<p>7.1 <u>Overview</u> – AR gave an overview of standards and attainments as per the detail in his report. MD questioned what our action plan is. AR responded that they had balanced the phases this year after some staff had moved on. This had led to greater consistency but this will take time to show. AR stated that there was also support in place for teachers who need it and they had challenged teachers as needed. AR commented that he felt the teaching and learning falls into the category of good rather than satisfactory.</p>	

Midsomer Norton Primary School  
Full Governing Body Meeting  
Wednesday 19th July 2017 at 6.00pm

	<p>7.2 <u>Incidents of Racist Abuse</u> - AR reported that there had been a couple of incidents of racist abuse this term, making a total of 4 this year. AR stated that this reflected the bigger picture, post Brexit vote, of a need to focus on tolerance and respect. MD queried whether these incidents were related to one individual or several. AR responded that it was at least 3 different individuals in years 5/6. SR asked whether there is evidence of this happening in other schools. BT responded that in her experience it was, and also incidents of the word gay being used as a term of abuse. AR reported that they had a PCSO in and also held workshops on this issue, plus 'be yourself day' and circle times. AR stated that mental health and tolerance are a planned focus for next year. SR asked that the term 'well-being' be used instead of 'mental health' which he felt has negative connotations for some in our community.</p> <p>7.3 <u>Staffing</u> – AR stated Julie Wellington has been appointed as the new School Business Manager. AR stated that he felt that it would be appropriate for the Governing Body to recognise KD and her contribution to the school – MD to write letter. AR summarised that it had been a successful year, not an easy year, and that staff had played a key part in the success, for which he wished to express his appreciation.</p>	<b>ACTION: MD</b>
<b>8.</b>	<b>Sub-Committee Reports</b>	
	<p>8.1 <u>Curriculum &amp; Standards</u> – BT stated that the committee had looked at the standards and achievements data in detail. They had spoken about phonics being slightly down, and the need to focus on reading and phonics next year. BT stated that they looked at the SDP and the influence that Talk for Writing is having, albeit that this evidence is only anecdotal at the moment. BT reported that the maths data was pleasing and that there is a new calculation policy. AR added that a parents evening on the new policy had been put in the calendar.</p> <p>8.2 <u>Finance &amp; Staffing</u> – PE stated that the committee had gone through the budgets and there were no real points of concern or note. PE reported that BANES were putting up the price of school meals and we would need to increase our prices from September. PE stated that in the longer term we would need to look for a new provider as there are issues with the quality and quantity of the food. EC queried whether there was any potential to cook on site. AR responded that this was unlikely given the considerable cost that would be involved.</p> <p>8.3 <u>Deputy Head Payscale</u> - PE stated that they had discussed the issue of the Deputy Head's Payscale. AR reported that his pay scale was L15 – 21 and the Deputy's was L7 – 11. The scales are not allowed to overlap and there must be a minimum of 2 points difference. PE stated that the Deputy role had changed a lot; in 2015 SB had been made the SENCO and EAL Lead. SB is also the Black, Minority and Ethnic Lead, the Lead for Looked After Children and the Behaviour Lead. AR added that these roles had not previously been bundled into one role. AR outlined that the nature of the need within the school had changed over the past few years. AR stated that we don't over-diagnose SEN, but that our SEN need is quite high. The number of children we have with an EHC is double the national average. In 2010 – 2011 we had 2 children with statements and now we have 10 with an EHC. This increase obviously means more workload and responsibility. AR added that changing the age range of the school will also impact on the role of the SENCO, Safeguarding and Inclusion Lead. The funding for 2 -3 year old children from vulnerable families will also fall under the remit of SB. PE stated that a SENCO allowance is not an option as this is only for a Class Teacher and we do not have any reference to any additional allowance for the Deputy Head in our Pay Policy. PE added that should SB ever leave, we would need to review this again and decide whether we wanted a Deputy Head / Class Teacher or a SENCO etc. AR stated that his proposal was to extend the scale by two points. SB would have to go through a successful appraisal each year in order to go up a scale point and each point was around £1500. DS commented that this proposal recognises the work of SB. Vote held on proposal; carried unanimously. AR to communicate this to SB. MD expressed her appreciation for all of SB's hard work.</p>	

Midsomer Norton Primary School  
Full Governing Body Meeting  
Wednesday 19th July 2017 at 6.00pm

<b>9.</b>	<b>Children's Centre</b>	
	<p>9.1 AR reported that the aim is to be open after the half term in October. AR stated that the plan to use an apprentice will not now work and we will need to appoint a TA with an apprentice as a third staff member. HD queried the potential capacity of the centre. AR responded that this is 16 in any one session. AR stated that we need 8 across the year to break even. HB queried whether a publicity campaign in September would be a bit late. AR responded that we are talking about it now and have plans for promotion and an open day, but that for the younger children, the school year is less of an issue. There was discussion around the potential to have a celebrity open the new centre, such as Dave Prowse, Anthony Head or Maisie Williams.</p>	
<b>10.</b>	<b>Pupil Premium, SEN &amp; Vulnerable Children</b>	
	<p>10.1 AR reported that disadvantaged children remain a high priority and are on the school development plan. AR stated that we will need to have a Link Governor for disadvantaged pupils next year. DS queried whether all staff are aware of who their pupil premium children are. AR confirmed that they are.</p>	
<b>11.</b>	<b>Safeguarding</b>	
	<p>11.1 AR stated that on Monday 4<sup>th</sup> September and Thursday 7<sup>th</sup>, the MAT are holding Child Protection Training. LC to circulate the details of the other MAT training courses available to Governors.</p>	
<b>12.</b>	<b>Communication</b>	
	<p>12.1 PE confirmed there had been no messages.</p>	
<b>13.</b>	<b>Any Other Business</b>	
	<p>13.1 MD reported that she and AR had been discussing the role of Link Governors. MD stated that it would be useful to explore and discuss the experiences and challenges that the Governors had experienced as Link Governors. BT stated that she found it hard to set a time to meet. AR stated that he felt it is better for the Governors to contact staff and propose meeting times. AR reported that there should be a focus on the LGB and Link Governors holding us to account and not doing that via himself as Head. EC stated that cover is an issue for teachers. AR responded that that he is not able to release staff from teaching for all these type of issues and time would need to be negotiated. MD proposed that there could be a 'Link Champion'. LC agreed that she could take responsibility for chasing the LG's for their reports once a deadline for had been set for their submission. AR gave an overview of the role of Link Governors and the benefits of better understanding what goes on in school and building relations with staff. AR queried whether having 8 Link Governors is sustainable. EC commented that the staff found the meetings positive and a good way to build relations with the Governors. AR asked that the Link Governor model and process be made an agenda item for the next LGB. AR reminded the Governors that they don't have to be experts in their Link Governor area.</p> <p>13.2 AR thanked MD for her commitment and hard work and for stepping into the Chair role.</p>	<b>ACTION: LC</b>
<b>14.</b>	<b>Date of Next Meeting: Thursday 21<sup>st</sup> September 2017</b>	

The meeting closed at 8.00pm

.....  
Committee Chair / Date