

Midsomer Norton Primary School
Full Governing Body Meeting
Tuesday 5th December 2017 at 6.00pm

Present

Alan Williams
Alun Randell
Phil Elkington
Jane Jones
Beth Selway
Hayley Bullock
Rebecca Dobson
Eleanor Cook
Sarah Biss
Simon Mills
Andrew Sinden
Isobel Mills

1. Chairs Opening Remarks / Apologies for Absence

AW welcomed the Governors to the meeting and introduced IM, a new Director appointed Governor.

Apologies were received and accepted from DS KP, AS, GG and SR.

2. Declaration of Interests and Register of Pecuniary Interests - Update

(a) Declaration of Interests

AW noted that IM is related to SM.

(b) Register of Pecuniary Interests

Nothing to add.

3. Matters Arising and Agreement of Minutes from 9th November 2017

3.1 Fire Drill – AR confirmed that successful fire drills had been held during both lunchtime and normal classes. AR stated that a secondary site, across the road, had now been finalised. AW confirmed that the Trust have a Lockdown Policy and queried whether the school had decided how a lockdown situation would be declared. AR stated this had not yet been confirmed. AW and AR to liaise on this matter. AS queried whether the heating had been sorted out. AR responded that the old boiler had been fixed but there are issues with the new one which are being addressed. SM reported that the level of lighting around the school entrance is low. AR to look at this. RD stated that there is no lighting at the back of the school for parents and children leaving the after school club. AR responded that the new Caretaker will be installing security lighting in this area.

ACTION: AR / AW

ACTION: AR

3.2 Interventions – AW reported that the Trust had agreed to fund the school £10k to secure the interventions for this year.

3.3 Governor Roles – LC confirmed that she had populated the document with proposed Link Governor roles.

3.4 Health & Safety – LC confirmed that this is now an ongoing agenda item.

3.5 Reading Policy – AR to check this is now on the school website.

ACTION: AR

The Minutes of 9th November 2017 were agreed to be a true and accurate record of the last meeting and were signed off by AW (Prop: AW Sec: AR).

4. Head's Report and Questions Arising

4.1 Year 2 - AW stated that there is a lot of red in some data sectors and that the LGB are aware of the plan of interventions, but asked AR if he felt any areas merited highlighting.

AR responded that Year 2 came up from Year 1 with low levels of attainment,

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and with mixed year classes, it was felt that the teaching staff had focussed more on Year 2. AR added that the teachers for this Year group were relatively inexperienced and we now have support in place for them. AR reported that attainment in Year 2 is now rising.

- 4.2 Years 5 & 6 – AR stated that the issues within these year groups related to a combination of need and a legacy of disrupted schooling. AW confirmed that he had met with AR to discuss the Maths data. AR explained that 1 is a step of progress measured using the online pupil progress tracking system, so 0.9 is just a very small bit below the expected progress. AS queried what is in place to increase progress. AR responded that we have a teacher four mornings a week to boost the Year 6 pupils which will be particularly important in the run up to SATs, plus a TA to support interventions in Year 2. AW added that the funding for the interventions had been provided on the basis of strong evidence that it had made significant impact previously. AW asked AR to summarise the overall view. AR stated that our outcomes are good and improving, there are some areas we are working to be more consistent in. RD asked if the dashboard was available. AR confirmed that it was – AR to circulate. AR stated that this summarised attainment as average, and progress band for disadvantaged pupils in the 4th quintile.

ACTION: AR

- 4.3 Greater Depth in Maths – AR noted that we need to work towards greater depth in Maths and Reading, particularly in maths for girls. AW queried whether girls are less able on entry. AR stated that they weren't and believed that this issue could be related to culture and confidence. EC agreed that this was a culture she had observed at Parents' Evening, whereby mothers often remarked that they were not confident in Maths. IM added that this was a sociological trend they had observed at Westfield School, and in response they had run a careers' event to encourage girls to look at roles within Maths and Engineering. AS raised the possibility of using successful female maths students from N Hill to model this confidence and knowledge. AR suggested that D of E sixth form students could be willing to help as they have to fulfil a volunteering element. IM added that we should also consider how to raise the profile of sports for girls.
- 4.4 Staffing – AW stated that we had lost 52 teacher days and 92 support staff days over a period of just 10 weeks. AR responded that this was largely due to 2 members of staff. RD raised concern about the disruption this absence was causing in reception and asked whether a meeting could be held with parents to inform and reassure parents. AW agreed that this would be good practice and stated that the Trust would support in moving staff around from other schools to support if needed.

5. School Improvement Plan – review progress

- 5.1 AW stated that it was useful to have the numerical data in order to see the impact. AR commented that the data was provisional and that we will have more. AR stated that teacher assessments show reading is improving and that this is backed up by anecdotal observations.

6. SEN Current Progress

- 6.1 SB circulated a handout to the Governors (copy attached). SB stated that the data is current as at the end of November, and that 1 point is average progress. SB reported that in reading, disadvantaged pupils are making slightly better progress than the non-disadvantaged. SB reported that the picture in Maths is looking positive and in Writing disadvantaged pupils are on track, slightly below non-disadvantaged. AS queried whether 'disadvantaged' is a national criterion. SB confirmed that it is. AW stated that at 23% we are one of the higher percentages within the Trust but just slightly below the national. SB reported that SEN children scored 0.9 for progress which is slightly below the average and impacted on by the issues of moving scoring systems to track from reception to Year 1. SB commented that it would be interesting for the Governors to look at some of the children's books in order to see that progress for themselves. AW proposed that the Governors could look at these at the next meeting – at the end or before the start. EC added that these children are also making progress in other areas such as communication, which is not captured

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within this data. AW queried whether we know where pupils go from Year 6 to Year 7. SB responded that we aren't always aware of this. AW commented that this could be useful evidence if they go on to make strong progress at N Hill. AW to find a figure of those making good progress once they move on to Year 7.

ACTION: AW

6.2 Early Years Children – SB stated that for Early Years children who are disadvantaged but don't have SEN needs, we need to ensure that they have aspirations and are accelerated. JJ commented that it can be hard to balance the focus on disadvantaged and non-disadvantaged children, and that we need to ensure those 'middling' children are not overlooked or forgotten. AW agreed that this was a valid point and that we must continue to ensure that every child is supported to achieve their full potential.

6.3 Speech & Language Support – SB reported that we have a specialist providing speech and language support to our children with EHC plans, and that in addition we have a TA who comes in during the afternoons to spend time with our SEN children, focussing on speech and language. AW queried whether we have evidence of the impact of this work. SB confirmed that we do.

7. Governor Roles and Responsibilities

7.1 LC confirmed that she had populated the Trust document with assigned roles which had been proposed during previous LGB meetings. The Governors had not been able to access this document via Google Drive, so LC to re-circulate for review.

ACTION: LC

8. Consultation on Proposed Admission Policies for the 2019/20 Academic Year

8.1 AW outlined that the current Admission Policy would roll forward unless the LGB felt this needed amending. It was agreed by the LGB that the current policy was not in need of reviewing. SM queried the current numbers on roll. AR responded that full is 315 and we currently have 288. PE commented that it would be interesting to look at the conversion rate from nursery to reception

9. Teaching & Learning Update

9.1 AR reported that 4 out of the 5 were making definite progress and were very receptive to the support they were being given. AR added that the other individual required continuing support. AR stated that most of the support being given is around the teaching of Maths. AR reported that we have mentors in place to plan and carry out observations with, in order that our teachers can reflect on their own practice. AR stated that this combination of modelling and coaching was working well. SM queried whether the observations extended to beyond the school. AR responded that it had and that there was the potential to do that more, but that we need to ensure we are consistent in support within the school first before we go elsewhere.

10. Safeguarding

10.1 AR stated that there were no child protection issues to report, but that we have quite a number of vulnerable families. AW queried the progress with the Single Central Record and staff files. AR responded that we are still working on the files and that they are more consistent than they were. AR added that we now have a new Caretaker in place, and that the Trust Premises Team had been great.

11. Health & Safety

11.1 AW reported that the issues of the gate and internal door are ongoing – LC to chase up A Wyatt. JJ commented that the loose paving slab is to be reset and that the front door is sometimes still being left unlocked after school. AR confirmed that he is to meet with the external groups using our facilities, and that unless they are able to agree to abide by our rules regarding door security we will not be continuing with our contract with them.

ACTION: LC

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12. Communications

- 12.1 PE reported that is happy to continue to monitor the LGB email for any communications, but that the password needs resetting again. **ACTION: AR**

13. Any Other Business

- 13.1 Christmas Fair – PE reported that the PTFA felt the attendance level at the recent Christmas Fair had been low, and wondered whether there were any issues with parental engagement. The Governors felt that the timing of the fair, on a Saturday morning, could have impacted on attendance, and that it would be better attended if held after school. It was also felt that the Fair could have benefited from more signage on the high street. RD queried how the profits from last year's fair had been spent. AR stated that it had been spent on equipment for Early Years and books for reception.
- 13.2 Provision of Reading Books – AW queried whether reception children are given reading books immediately. AR responded that they are immediately given books without words. AW stated that he had been reviewing an Ofsted document about EYFS that suggested schools can be tardy in issuing books to receptions children, and that those issued with books immediately, make better progress. AR reported that he had liaised with K. Courtier on this issue and had concluded that the best approach was to issue books without words to children on arrival in reception, in order to ensure they were encouraged to enjoy books, but not discouraged by having books they couldn't access. RD commented that we would benefit from some more interesting books. AR stated that we had spent £1k last year on books for reception.

14. Date of Next Meeting: Thursday 25th January 2018.

The meeting closed at 7.15pm

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LGB Chair / Date