

**EYNESBURY Church of England (C) SCHOOL**

**MEETING OF GOVERNING BODY**

**HELD ON MONDAY 20 March 2017 at 7pm**

**Present:**

Stewart Martin (Chair)	SM
Helen Rouse (Head teacher)	HR
Barbara Churms	BC
Michael Freeman	MF
Kate George	KG
Mandy King	MK
Sue Lea	SL
Sharie Neal	SN
Eileen Raggatt	ER
Andrew Underwood	AU
Karl Wainwright	KW
Sonia Wilson	SW

**In attendance:**

Tracey Crawshaw (Clerk)	TC
Caroline Truman (Associate Governor)	CT

The meeting opened at 7.05 pm  
The meeting was quorate

S Martin welcomed everyone to the meeting. S Neale opened in prayer.

**Housekeeping**

**Apologies for Absence**

With Governors agreement: and Debbie Noonan (DN)

Without Governors agreement: None

No apologies given: None

**Minutes from last meeting**

The minutes from the meeting held on 1 February 2017 were signed and agreed with one minor amendment.

**Matters arising not on the agenda**

Page 1 The parent governor election has been sent by the clerk to S Martin and an election will be held as soon as possible. **Action: S Martin.**

Page 1 S Martin has registered on SGOSS to advertise the Co-opted governor vacancy.

Page 4 Hand gel dispensers have been put up today. They have been placed so everyone can

## Signed Copy

use them, but away from the sink areas so as to not replace hand washing.

Page 4 Fairer funding was discussed at the FPP meeting. Governors were encouraged to send letters to the Department of Education regarding the unfairness of the Fairer Funding formula.

Sue Lea joined the meeting.

Page 4 The School Improvement Plan has been circulated by the Head teacher

Page 5 The model complaints policy from the Local Authority is still being amended and an update is expected before the end of half term. **Action: Clerk to advise governors when the updated policy is available.**

Page 5 The Governor visits policy was updated at the P&CC committee and will be circulated to governors. **Action: Clerk to circulate updated Governor visits policy.**

### Correspondence

None

### Committee Minutes

The Finance, Premises and Personnel Committee (FPP) met on the 21 February 2017 (minutes have been circulated).

The Policy and Curriculum Committee (P&CC) met on the 8 March 2017 (minutes have yet to be circulated) and the 24 January 2017 (minutes been circulated).

No questions or comments were raised.

### School Newsletter

All governors confirmed they are receiving the newsletter. Governors have also received a letter regarding bring a mum to school day and parents evening letters.

### Any Other Business

None.

### MAIN AGENDA ITEMS

#### 1. School Self Evaluation (documents previously circulated in December 2016)

Governors broke into groups (7.20-7.35pm) to build on the discussions at the previous meetings using available evidence to review the OFSTED judgements of good and outstanding for the SEF. The three groups reviewed:

- Effectiveness of Leadership and Management
- Quality of Teaching, Learning and Assessment
- Personal Development, Behaviour and Welfare

Governors reconvened and discussed areas of strength and development for each of the areas (headlines given):

- Effectiveness of Leadership and Management

#### Developments

1. To be outstanding the school vision needs to include a

## Signed Copy

skills strategy, where are we now and where do we want to be?

2. What do confident learners look like now and in 3 years time (annual goals)? Where are we today, where do we want to be and how do we plan to get there.

- Quality of Teaching, Learning and Assessment

### Strengths

1. K Crozier is an expert in Maths mastery, which is an asset to the school.
2. Early Years Foundation Stage – Tapestry and parental engagement.
3. The new assessment system is working well and staff are confident using it.

- Personal Development, Behaviour and Welfare

### Emerging Priorities (development areas):

1. Maths pupil interventions –evidence to show pupils understanding targets.
2. Pupil self-assessment in lessons. An example was given from another school of medals for assessing personal achievement of targets.
3. Accurate information is provided to parents but how do we evidence that parents understand the information provided at parents evenings (feel it is accurate). Presentation of information could be reviewed and possibly be part of the parent survey.

### Strengths

1. Confident in the willingness of staff to contribute to lesson observations and learning walks.
2. Percentage attendance is good and there is strong evidence to support monitoring of attendance
3. To achieve outstanding any allegations of bullying need to be resolved. There is strong evidence of the schools response to bullying allegations as incidents of bullying are low, where there are incidents there is evidence to show respect agreements for example are working well.
4. There are very few complaints to the school and there are pathways to resolve and investigate complaints. Any recent complaints have been resolved to the parents' satisfaction with positive outcomes.

### Development areas

1. Evidence to show rapid change in behaviour actions. Case studies will be available to show evidence of children who have made rapid improvement with internal and external support.
2. How do we measure confidence in both staff and learners? Evidence can be seen in the school reports but how can this be shown statistically.
3. How to ensure children are aware of how to stay safe online with mobile technology. Children have teaching on online safety, but how to we ensure it is reinforced to

## Signed Copy

pupils. Governors enquired what is covered in the lessons at different age levels. A curriculum is followed which is year group appropriate. It was noted that it is difficult to monitor if the message given regarding e-safety is followed outside of school. An example from another school which may be adopted by the school is an E-Safety tip on the school newsletter which is aimed at both parents and pupils.

### 2. **Register of Pecuniary Interests**

None declared.

### 3. **Governing Body Membership**

The Governing Body has the following vacancies:

1 x Parent governor (an election will be held after half term)

1 x co-opted governor (now advertised on SGOSS)

Governors reaffirmed that the new co-opted governor would ideally have experience in accounting, buildings or a legal background. Governors are still considering local publications such as PE19/The Villager/Hunts Post/church website to advertise the vacancies.

### 4. **Head's report including School Development Plan SDP (Top Line), RAP and TOP**

The Head teacher presented a written report to governors which was circulated prior to the meeting and the following were noted:

- 3 new pupils have joined the school.
- Attendance is 96.4% and has not been updated since the last report.
- Disadvantaged children numbers have increased by 5 (Pupil Premium Children). Free school meals have increased by 2 pupils.
- Seven Education Health Care Plans (EHCP) are hoping to be in place by September. The first £6,000 is met by the school and it is estimated at £42,000 of the main school budget will be necessary to support ECHP's. Not all the pupils ECHP's in the school are led by the SENCo as the Head teacher has more depth of knowledge of the plans of some of the children. Each annual review of an ECHP takes 1 school day and with 7 plans it is difficult for the SENCo who is only school 1 day a week to lead all the plans and undertake the rest of her workload (28 other children on the SEN register)
- The number of exclusions is the highest in the 13 years the Head teacher has been in the school. A separate behaviour report has been circulated to governors and will be discussed in item 6.

There were no further questions on the Head teachers report.

### 5. **Standards, Progress and Targets – Half Year progress report**

## Signed Copy

End of Year Predictions 2017 – based on Autumn Term Attainment (Feb 2017) and Achievements in academic Year 16/17 were circulated to governors.

The following were discussed:

- Year 1 - Maths S+ working at or above age related looks low at 57% (Reading 83% and Writing 60%).
- Year 2 - one child is working below expectations and is being assessed on the EYFS framework.
- Year 2 – 97% of children S+ working at or above age related is evidence that Every Child a Reader (ECaR) was a good use of school resources.
- Year 3 – there is a big jump in expectations from Year 2 to Year 3. For example the grid for writing has 6 elements in Year 2 and 12 elements in Year 3.

2016 KS1 outcomes (Year 2 now Year 3)/2017 KS1 Predictions (Year 2):

- The predictions for 2017 represent an improvement from last year, particularly in relation to Maths and Greater Depth. If the predictions are achieved they will exceed national expectations from last year except for Maths Greater depth -1%.

2016 KS2 outcomes (Year 6 now Year 7)/2017 KS2 Predictions (Year 6):

- KS2 predictions generally represent improvement from last year, particularly in Reading and Maths at Expected and Writing and Maths at Greater Depth. If these predictions are achieved, we will exceed national expectations.

2017 Fischer Family Trust Data:

- The predicted progress of the learners is very close to the average FFT 50 in all areas and higher in Reading (High FFT 20). This represents expected progress for this cohort and good progress in Reading if these predictions are correct.

Governors enquired regarding the points progress (6 in Year 2 and 12 in Year 3), are they taught in chronological order? The numbers relate to emerging, developing and mastery, as to monitor children's progress.

The school has been involved in whole school moderation. Books are taken with different subjects moderated at different times of the year. A standardised Reading and Maths score has been introduced to monitor progress halfway through the year and at the end of the school year. [Governors enquired how do children know they have made progress. The children have targets that they are aware of and the teaching supports achievement of the targets.](#)

The comparison of data will be made easier next year as there will be two sets of data to compare 2016 and 2017.

## **6. Behaviour Report**

The behaviour report has been written to inform governors as a result of

## Signed Copy

ongoing concerns regarding the frequency of behaviour issues in school and the number children presenting challenging behaviour. **Governors noted that addressing the behaviour is a real challenge and could governors do anymore to support staff?** They further enquired if the incidents were happening more frequently at break and lunch times and how much supervision is there. Analysis of the behaviour records has shown that the incidents generally reflect behaviour in the playground (physical behaviour/disrespect to staff) and not behaviour impacting the learning of other children where internal exclusion/external exclusion is made. There are 3 Lunchtime Supervisors on the KS1 playground and 2.5 and Cambridge United representative on the KS2 playground (.5 is linked to the need of a child). Learning Support Assistants are part of the Lunchtime supervision and know the behaviour expectations across the school more thoroughly than a member of staff who is in school as a lunchtime supervisor.

The following was noted from the report:

### Strengths

- Behaviour in Reception and Year 5 continues to be very good.
- There has been a reduction in the number of incidents in Year 2 and Year 4 from the Autumn to Spring terms which is reflective of the improved behaviour in these year groups.

### Areas for development

- Behaviour in Year 1 has continued to remain very high with 6 children with more than 3 entries in the behaviour log this term. The nature of the behaviour is characteristic of pushing, hitting, poking, scratching, pinching. 'Accidental' and deliberate acts are recorded.
- The number of incidents in Year 6 remains high – a proportion linked to one child with high needs.

The actions already taken by the school to improve behaviour and requests for external support were shared with governors. Governors were confident that the schools behaviour polices were being applied to the appropriate help for the children was being sought.

## 7. **Local Partnerships**

The Head teacher reported that the St Neots Schools Forum activities are continuing and planning is taking place for next years projects. The St Neots Learning Partnership has had a visit from the DfE and currently all is quiet and stable.

## 8. **Governor Visits including governor monitoring of the SEF**

BC undertook a learning walk on 28<sup>th</sup> February 2017

KW and DN have undertaken a visit on outside learning and the report is due.

## Signed Copy

KG and MF are due to write a report on the book parade.

SL and KG undertook a report on Maths and the report is due.

MF will be surveying parents regarding the website and tapestry by the end of the year.

All completed visit reports are to be sent to the Head teacher for review and they are then filed by C Truman in a governor visits file.

9. **Foundation Governor update: Church School Distinctiveness**

The Foundation Governor Action Plan has been circulated today. The church and the school are involved with joint services and activities and it would be good it increase these opportunities to share facilities.

10. **SEN Update**

The SEN report for 2016-17 has been written by the Head teacher and SENCo. Governors approved the report and it will be published on the school website.

11. **Wildly Important Goals**

Governors were asked to watch the following prior to the meeting: <https://www.youtube.com/watch?v=qynXCJZ2xQI>. Governors discussed the points raised and agreed to produce a strategic plan 2017-2020 to include the school vision and ethos, looking at where we are now, where we want to be and how we are going to get there. It was agreed that the next Full Governing Body meeting the strategic plan would be discussed as an agenda item. **Action: Clerk to add agenda item and HR and MS to meet to discuss the plan.**

TC  
SM/HR

12. **After Action Review**

The meeting went well.

13. **AOB**

None

**Date of next meeting: Tuesday 2 May 2017 (apologies given by S Neale and B Churms) changed from 9 May 2017.**

The meeting closed at 9:30 pm

Signed .....

Date .....