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EYNESBURY Church of England (C) SCHOOL

MEETING OF GOVERNING BODY

HELD ON MONDAY 2 May 2017 at 7pm

Present:

Stewart Martin (Chair)	SM
Helen Rouse (Head teacher)	HR
Michael Freeman	MF
Kate George	KG
Mandy King	MK
Sue Lea	SL
Debbie Noonan	DN
Eileen Raggatt	ER
Andrew Underwood	AU
Karl Wainwright	KW
Sonia Wilson (arrived 7.10pm)	SW

In attendance:

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

The meeting opened at 7.05 pm
The meeting was quorate

S Martin welcomed everyone to the meeting. D Noonan opened in prayer.

Housekeeping

Apologies for Absence

With Governors agreement: Sharie Neal (SN) and Barbara Churms (BC)

Without Governors agreement: None

No apologies given: None

Register of Pecuniary Interests

None declared.

Meeting Roles

Time Keeper – Sue Lea.

Observer – Andrew Underwood.

Correspondence

SGOSS have been unable to find a suitable candidate for the governor vacancy, so a candidate has not been found for the Co-opted Governor vacancy. The Parent Governor election will be held in September. The Head teacher is aware of a potential Parent Governor

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and will advise governors of any updates. It was noted that the governing body would benefit from a new governor with Finance and Commercial experience.

Debbie Noonan has advised the chair that she will be leaving her position as Rector of Eynesbury this summer, as her husband has been appointed a position in Canada. Her last Sunday will be the 16th of July, and her last official week the week before that. She will try to attend the leavers service on the 19th if she can. Governors thanked Debbie for her time in Eynesbury and at the school.

Any Other Business

None.

MAIN AGENDA ITEMS

1. **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:

- There have been 2 further exclusions since the report was written.
- Governors enquired if there is a reason why the school has higher than National average for children with Education Health Care Plans (EHCPs). The reason unknown, but 53% of the children with Higher Needs are from outside of the school catchment area, so this could be due to parental choice. Governors further enquired if the Head teacher was aware of the percentage of Higher Need pupils who are outside of other local schools catchment areas. The Head teacher is not aware if this information is available, but will look into it.
- Governors raised concerns regarding the number of ECHP's (potentially 8 in September) and the cost to the school budget of supporting the children (the school pays the first £6,000 per pupil), including SENCo time, Senior Leadership Team time and costs of the Teaching Assistants are absent from school. The Head teacher advised governors that the paperwork for an annual review of an ECHP takes 1 day and with 33 other children on the register there is a large amount of work to be covered in her 1 day a week in school.
- The Head teacher has a meeting planned with Rosemary Sadler to discuss the pressures on the school budget and Higher Needs children with the school.
- The Head teacher has attended STEPS training and would be keen to use the school as a model/training school for the system, which is a whole school management system for supporting children with Higher Needs. The system recognises the needs of the children and staff in a positive way. Governors enquired if there are any case studies of the success of STEPS? Elements of STEPS have been studied in Special Schools. Restraint (not used at Eynesbury) had been reduced in the studied schools with a 90% drop in the requirement to use physical constraint.

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- The Head teacher advised governors that Permanent exclusions need to be brought to a governor panel. The process of permanent exclusions was explained to governors. The governor panel for discipline is A Underwood, K Wainwright and B Churms. **Governors enquired what the consequences as part of the discipline procedures are. Examples of consequences are Time Out and taking time from the children such as sitting out break times.**

There were no further questions on the Head teachers report. The School Self Evaluation Form (SEF) will be discussed as a separate item (item 3)

2. **Budget Approval (summary circulated to governors prior to the meeting)**

The 2017-18 budget has been recommended for approval by the FPP committee.

Governors discussed the following:

- The funding the school will receive (basic entitlement, lump sum, rates, prior attainment, Free School Meals, IDACI, English as a Second language, Split Site Lump sum and Minimum Funding Grant and de-delegation) will be £6,415 lower than 2016-17.
- There is an increase in funding for Higher Needs of £58,093 from 2016-17 which is due to High/Needs/Nursery/Pupil Premium increased income. The funding is targeted to specific children, with the first £6,000 of the Education Healthcare Plan (EHCP) being funded from the school budget. **Governors discussed the number of ECHP's in September (potentially 8) and the impact on the school budget, if the funding is not received for the pending applications. The additional hours to support the ECHP's will be formed of temporary hours.**
- The budget will balance due to the £22,547 carry forward from the 2016/2017 budget and a small carry forward (£2,115) from 2017-18. Concerns were raised by the Head teacher regarding the 2018-19 budget with a potential £34,000 overspend. **Governors enquired what happens if the 2018-19 budget is overspent. The Head teacher advised governors that you cannot submit an overspent budget, it has to balance. If you overspend during the year, then you have to redress the balance the following year.**
- The Head teacher along with other local Head teachers has met with Johnathan Djanogly regarding fairer funding. **Governors enquired how he responded. He listened to the concerns of the Head teachers and advised them that some local MP's has formed a group to look at the new funding models.**
- Governors requested a discussion on alternative streams of revenue. It was noted that the F&PP committee at the meeting in April agreed to discuss alternative revenue streams at their next meeting. The information will be fed back to the Full Governing

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Body. **Action: A Underwood to feedback on discussions from the F&PP meeting.**

- The school has a higher than normal percentage of the budget for staffing due to the higher needs within the school. The school is in a very strong position with teaching team who are experienced, but with that is higher cost.
- **Governors discussed Toasties. Currently it is not profit making, but it doesn't make a loss. To enable school numbers to be high, the school has to offer Toasties and it requires 2 members of staff. Governors discussed squirrels and enquired how much notice parents have to give. One weeks notice is required and children enjoy attending Squirrels. Has the school considered holiday clubs? Staff from the school run Squirrels and Toasties and they need a break in the holidays. Previously parents have been asked if they would like the service and there was not enough interest. The FPP committee will discuss this alongside potential revenue streams.**
- **Governors approved the 2017-18 budget with a carry forward of £2,115, this was proposed by K Wainwright and seconded by D Noonan.**

3. **SEF (Spring term achievement data and SEF previously circulated)**

- Year 2 and 6 Pupil Progress meetings have taken place this week. Year 2 Spring Term Teacher Assessment represents a significant increase from the Autumn Term outcomes. There is a continued focus on Maths through daily interventions support to ensure outcomes are closer to the nation picture. Year 6 is being supported by Mrs King due to staff illness. It is anticipated that some children from this cohort may find the exams challenging and may not achieve their best compared to teacher assessments. The Head teacher advised governors that 2 children with the agreement of their parents have been disallowed from the Maths SATs paper as they fall below the level of SATs. **Governors enquired how these children will be assessed. The two children will be assessed with age appropriate assessments as they are below age related expectations for SATs.**

4. **Governor Strategic Plan**

S Martin has met with the Senior Leadership Team (SLT) and the outcomes/priorities of the meeting were circulated to governors for discussion.

Governors broke into groups from 8.15 to 8.55 discussing Priorities, Existing Strengths and Future Vision.

The results of the discussions will be collated by S Martin and discussed by the SLT for feedback at the next meeting.

It was agreed that Governors will discuss in pairs what they have gained

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from being a governor, what drives you as a governor and how they would like to develop at the next Full Governors Meeting.

5. **After Action Review**

- Governors agreed it was a productive meeting.
- The budget discussions were concise, and the meeting did not turn into a boring budget meeting with no real focus.
- It was noted that governors need to volunteer more freely.

6. **AOB**

- No governors are able to attend the Termly Briefings. The Clerk will send the information to the governors.
- The next PTA meeting will be held on Wednesday 10 May 2017, governors are welcome to attend.
- A joint school church service and picnic on the school field will be held on Sunday 11 June 2017.

TC

Date of next meeting: Wednesday 5 July 2017.

The meeting closed at 9:20 pm

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Date