

College Road Primary School

Minutes of the Full Governors' Meeting held on Thursday 12th July 2018

The meeting commenced at 3.45pm – Art Room

Present: Mr J Warwick (Chair), Mr J Wallace (Headteacher), Mrs A Blom, Mrs H Massey, Mrs L Clements, Mrs D Mitrache, Mrs E Cox, Mr M Coomber (Acting Clerk) and Mrs C Francis-McLeod (Deputy).

| MINUTES | Action |
|---|--------|
| <p>1. Apologies/sanctions for absence Apologies were received and accepted from Mrs V Eccles, Mrs S Lees and Mrs J Wain. On behalf of the Board the Chair offered congratulations to Mrs S Brown on the birth of her son.</p> <p>2. Minutes of previous meeting/matters arising Asked if a Mr Wallace had produced a template for Governors to write to Councillors concerning external provision (Item 7), he confirmed this and had brought it to the meeting. Updating the Board on current progress, Governors learned the intent was to create a single point of reference for any referral however while schools wished that to be based on the current MAST structure the LA was prevaricating. At the request of Governors the template would be e-mailed to them as a Word document. The Minutes were approved and signed by the Chair</p> <p>3. Re-appointment of any new Governors to Committees Governors were satisfied with current arrangements</p> <p>4. Committee Reports</p> <ul style="list-style-type: none">• Finance and Personnel – 7th June 18 Class teacher assignment (Item 5) was confirmed. The Chair had signed the Finance Monitor return on the day of the Full Board meeting and a successful return was submitted. The meeting recognised that benchmarking (Item 9) demonstrated excellent value for money. A question confirmed that the UFSM provision disincentivises parents from completing FSM applications but these are still encouraged. The Minutes were approved and signed by the Chair• Learning and Environment – 21st June 18 Governors welcomed encouraging data on attendance and quality of teaching. Regarding Item 5, Governors learned that, following a meeting with the Capital Programme Team from the LA, the two main concerns would be addressed over the next two to three years. A plan should be in place within eight weeks. Jane Gorton was now retiring. A message had been sent wishing her well and had acknowledged her consistent support for College Road. The Acting Clerk had erroneously recorded those in attendance and so approval was conditional pending correction. | Head |

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5. Review unvalidated SATS data – KSI – KS2

Achievement results were tabled and Governors were reminded that Progress results would only be available in the new year. Mr Wallace reported that:

- In maths, all three English and combined exams the school exceeded the national average
- Was over the floor level for the twelfth year running
- Children and staff had performed very well

KS2 showed that:

- Teacher assessments were aligned with results
- Just one child had not reached the standard in only one test
- Only one child had exceeded maths expectations
- The cohort had shown remarkable progress from their starting points

In KSI:

- These results were also mostly above the national average
- In the previous year the results had been in-line with the national average
- This was despite increased mobility and need in this cohort
- The exception was Science which was within 2%
- 90% of Y1 achieved in phonics, significantly above the national average

Foundation stage were below the national average with 53% achieving the expected level however the cohort had a high proportion of SEND children.

The meeting congratulated both pupils and staff on their achievements and hard work.

6. Set dates for Governor meetings for 2018/2019

These were endorsed and the 4:30 start in November recognised.

Note: After the meeting it was noticed that both Committee meetings in October 2018 would also need to start at 4:30.

7. Headteacher's Report

Mr Wallace drew particular attention to:

- Numbers on roll

Ten pupils were leaving over the summer which could present a financial loss, some £40,000 if they were not replaced before the census. Additionally, two children in the new intake would not be taking their places however current admissions rules meant their places would not become available until the third week of the Autumn Term. Governors expressed frustration at the latter and encouraged recruitment.

- Absence

This was at its seasonal highest for six years. The greatest cause was holidays in term time. The meeting asked if the LA was informed of these and were assured this was the case but the current administration had a manifesto commitment not to fine parents.

- Visits, Activities and Visitors to school

Attention was drawn to the wide variety offered and the achievement of a Silver Award for sport. Gratitude to all involved in organising these was emphasised, recognising their hard work. These engaged children contributing to their progress.

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Mr Wallace was thanked for a full and detailed report.

8. GDPR Privacy statement for Governors

Governors confirmed they understood the statement. The LA were brokering a DPO service, available from September, and the school had expressed an interest in buying in to this. A question revealed the cost would be around £3,000 per annum.

9. Update on SWEPT

With Mount Wise joining LAT, College Road was now a single school in a Co-operative Trust. Mr Wallace had been advised that:

- SWEPT should be wound up
- College Road should remain a Foundation school with an LA Governor
- The school and Foundation should apply for charitable status

The original Clerk to the Trust had informed the school the last had been sought but that was not the case meaning some funds were not formally subject to the Charities Commission. Mr Wallace was minded to accept the advice offered.

Governor questions revealed:

- Any change would not affect the central purpose of children's education
- Deeds and titles to the school's land were being sought
- Changing national policy toward MATs endorsed the determination of the Board to remain Maintained
- This ensured the school represented its community

10. 2018/2019 Prospectus

The prospectus was little changed but a section on Values-based Education had been added and the last had been embraced by children. A recent meeting for new parents had been attended well and preparatory information, including the Prospectus, had been well received.

Governors endorsed the Prospectus.

11. Progress through the School Improvement Plan

Key updates were:

- Governor profiles being successfully raised
- The need to carry forward School Learning Detectives
- Strong Leadership and Management
- Childrens' enjoyment of school
- Building a support network with other schools also would be carried forward
- There had been a positive start to improving childrens' resilience and embedding Values

Asked if Trust status had hindered building networks, Mr Wallace felt the disappearance of an embryonic relationship with Marjon was more significant.

12. Headteacher Performance Management

Existing arrangements would continue with the External Advisor agreeing to a further year.

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13. Policies:

- **Appraisal for Teaching Staff**
There were no substantive changes. Governors attention was drawn to the expectation of a pay-rise for teachers however this would be unfunded. Governors welcomed the award but noted the budgetary implications
The Policy was accepted and signed.
- **Compliments and Complaints**
Again, there were no significant changes and the Policy was accepted and signed.

14. Adopt new:

- **School Improvement Plan 18/19**
- **Self Evaluation 18/19**
These were considered together. The SIP had been developed with staff and Governor input and the SED was a recognition of the current position. Both were centred around three principles, Standards, Values and Working with Partners. Mr Wallace considered the SIP challenging but achievable and not designed to be comfortable or self-congratulatory.
Governors concurred. They understood challenging targets were unlikely to be fully met but expected a plan to raise standards, be based on strong values and which recognised collaboration.
The meeting endorsed both documents.

15. Children and Parents' survey reports

The results were very positive and better than the previous year. Attention was drawn to:

- A small number of parents had a consistently negative view
- A good response rate of 40% of parents
- Children were honest and astute
- The only child to answer "never" was being supported through a difficult time

Asked about 4.5% of parents not knowing if lessons were disrupted it was explained that their children might not discuss this. Governors felt the school's approach was endorsed as all but one parent would recommend the school

16. Correspondence

This had been mentioned in previous Items

17. Business brought forward by Chair

There was no further business

The meeting closed at 5:25.

Date and time of next meeting – 15th November 2018 at 4:30pm