

## College Road Primary School

### Minutes of the Full Governors' Meeting held on Thursday 13<sup>th</sup> July 2017 The meeting commenced at 3.45pm – The KEEP

Present: Mr J Warwick (Chair), Mr J Wallace (Headteacher), Mrs A Blom, Mrs H Massey, Mrs L Clements, Miss L Corbett, Mrs V Eccles, Mr N Head, Mrs J Wain, Mrs S Brown (Clerk) and Mrs C Francis-McLeod (Deputy).

Action

#### **A G E N D A**

##### **1. Apologies/sanctions for absence**

Mrs Mitrache and Mrs Lees.

##### **2. Social enterprise/school business group report (KS2 children)**

Governors had previously asked Mr Wallace to arrange for pupils from the school business group to provide a presentation on social enterprise and the roles of the school business group and RMV. A presentation was given by a Year 6 member of the business group.

##### **3. Minutes of previous full Governors meeting**

Item 6 attendance - no response from the Plymouth association of governors, Judith Harwood has compiled a report to cabinet members, Mr Wallace requested a copy of the report for Governors which was declined by PCC.

Minutes were approved and signed by Chair.

##### **4. Re-appointment of any new Governors to Committees**

No changes due to any future OFSTED visits.

Mrs Massey was allocated to the Finance and Personnel sub-committee.

##### **5. Committee Reports**

- Finance and Personnel – 8<sup>th</sup> June 17  
Budget monitor return for July 17 was signed by Chair ready for submission prior to the end of term.
- Learning and Environment – 22<sup>nd</sup> June 17  
No comments.

##### **6. Review unvalidated SATS data – KSI - KS2 (tabled)**

Statutory assessments (projections)/actual report of figures was handed to Governors for 2016/2017.

Red showed the projections and black is the actual.

Overall these are the best sets of results we have gained. Mr Wallace congratulated the staff, children and governors for all of their hard work.

Teacher assessments and test results are in line with each other at KS2. We are well above Plymouth and national average, for combined at KS2.

Combined KSI KS2 we are at 74%, Plymouth is 59% and nationally 61%.

The governors were proud of the results and congratulated everyone involved for gaining such positive results.

Year 2 results were unfortunately low, additional work will be put in place and extra support to help the children in Year 3.

Phonics results and EYFS levels of development showed a good level of attainment and progress.

**7. Set dates for Governor meetings for 2017/2018**

Committee dates for the 2017/2018 term were approved.

**8. Headteacher's Report**

Points raised from the report:

Attendance and absence – there are a few serial offenders which requires more support and work by the administration staff.

Staffing – 2 teachers are due to leave at the end of the term, one part time member of staff has gone fulltime and a new teacher has been recruited.

Inset day in April – Governors were thanked for their attendance.

Curriculum issues – we have been moderated 3 times in less than 12 months (KS2 writing, EYFS, KS1) which has had an impact. KSI moderator's recent visit was very positive. All moderation visits validated school judgements.

Visits and activities – There are a lot, Ukulele gifted and talented programme for the 2017/2018 school year will continue. This is due to the school successfully receiving a music grant to support the project. Year 6 playhouse performance was extraordinary. Recent music festival was fabulous, involved performances and workshops all led by Mrs Cox and Mrs Dinham who were thanked for all of their hard work.

PE & Health - Yr5 and Yr6 cricket team and the Yr3 and Y4 team are the current cricket champions of Plymouth. Lots going on with PE.

School are seeking partnerships and relationships for future positive working.

OFSTED consultation was discussed.

Mr Warwick wanted to thank the school's PTA for their support and organisation of their recent events.

**9. Report from SWPET**

No update until we find out what Mount Wise Primary Schools position is.

**10. 2017/2018 Prospectus**

Prospectus was approved by Governors.

**11. Progress through the School Improvement Plan 16/17**

Final look at this school improvement plan.

Widen governor's profile – hold more governor drop in sessions for parents now we have the KEEP to host this. Governors are encouraged to attend more events.

Developing middle leader skills – One teacher doing their qualification for senior leadership.

Children enjoying their education – This is a school priority, from the recent schools surveys this is happening.

**12. Headteacher Performance Management**

Peter Crispin services were agreed for Headteachers performance management to take place later on in the year.

**13. Safeguarding Audit**

The PSCB safeguarding audit was presented to the governors after being submitted to Plymouth City Council. This was not a requirement but a recommendation.

**14. Policies**

- Appraisal for Teaching staff  
Approved and signed by Chair.

**15. Adopt new:**

Input from staff and governors was used to compile these.

- School Improvement Plan 17/18
- Self Evaluation 17/18

Both were adopted by the governing body.

**16. Children and Parents survey reports**

The staff report results were also passed to governors.

Parents and Carers return rate for questionnaires was lower than last year but results rate was slightly higher than previous year.

Childrens survey was very positive.

Staff results were also very good.

**17. Correspondence**

Reply from Karen Sharpe at Children, Young people and families services regarding the safeguarding concern which governors were unhappy with.

A thank you letter from Liane Cvetanovic was received and read to Governors.

**18. Business brought forward by Chair**

None.

Date and time of next meeting – 16<sup>th</sup> November 2017

Meeting finished at 5.10pm.