



MINUTES OF A MEETING OF THE GOVERNING BODY OF DARNHALL PRIMARY SCHOOL HELD AT THE SCHOOL ON THE 22ND MARCH 2017.

Present: Mrs J Bailey
Mrs S Tomlinson Headteacher
Mrs A Holden
Mr A Woods Vice Chair
Ms S Williams
Mrs L Robertson
Ms J Stringer
Mrs E Robinson
Mrs J Hughes
In attendance: Mrs A Broome Clerk to the Governors

PART ONE

1. APOLOGIES

RESOLVED: that
Apologies were received and accepted by Governors for Mr Strachan.

2. DECLARATION OF PECUNIARY INTEREST

Governors were asked to declare any conflicts of interest in connection with the business to be discussed at this meeting or any changes in their circumstances.

RESOLVED: that
There were no declarations of interest declared.

ACTION;

The Clerk will send Mrs Hughes and Mrs Robertson pecuniary interest forms by email to be completed and retained in school.

The order of the agenda was slightly altered so that the Governance discussion could take place at the beginning of the Meeting and the Science presentation followed this.

3. MINUTES

RESOLVED: that
The part one minutes of the meeting held on the 16th February 2017 be confirmed as a correct record and signed by the Vice Chair.

4. MATTERS ARISING

Should read Mrs Young, not Mrs Tolley left the Meeting after Minute 10.

The Action Tracker Part One has been updated as necessary.

5. SCHOOL PERFORMANCE

Overview/Update

Governors were given paper copies of the very in-depth data for Year 2, Year 3 and Year 6 as detailed at the previous meeting.



Year 2 – Windsor

Headlines of the Year 2 attainment data show that in Reading there are now two more children working at or above age related expectation and five more children working above age related than at the start of the academic year. In Writing and Maths, there are three more children working at or above age related expectation.

It should be noted that there are thirteen SEN children and nine in receipt of PP, class total is 28. 56% of PP children within the cohort are also SEN.

Actions show that intervention and additional support in order to diminish the differences are ongoing.

HT acknowledged that many children are making progress and they will be assessed again next week, this current information is valid as of up to the February half term. The support is being put in and it is working, realistically the results need to be higher as they are not good enough. However, it must be remembered that the school is at the half way point of the academic year and teachers are cautious with the judgements. Following moderation in Writing, attainment was judged to be good and the progress could be better.

ACTION;

Governors will look at the progress of the two full terms in the May FGB Meeting.

Year 3 – Caernarfon

Headlines of the Year 3 attainment data show that in writing there are now three more children working at or above age related expectation since the start of the academic year. In Maths, it is two children working at or above and one child is working above age related. In Reading the percentage of children working at or above age related has decreased for one child.

ACTION;

HT is not sure about this child and will find out why this has happened.

It should be noted that there are ten SEN children and thirteen in receipt of PP, class total is 26. There have been some issues in this class but it is being managed as well as possible. The school must continue to demonstrate that interventions are being put in place.

HT highlighted that she is aware that another local school is receiving £50k more in PP than Darnhall and has a similar demographic, she is keen to address this.

GQ; how can this be addressed? HT is aware that some parents realise when the universal school meals finish at the end of KS1. She has asked Mrs Young to send a letter to all parents asking them to claim Pupil Premium.

GQ; is the school aware of who would qualify? HT advised not, however they are offering a raffle as an incentive to complete the application.

GQ; what will happen with parents that don't return the form? HT advised they will be sent a reminder by text.



GQ; could this be added to the parent questionnaire? HT believes not as this would make it too long and this was completed in the autumn term.

Mrs Robinson advised that Muir Housing do have Money advisors and they could distribute forms on the Glebe estate if that would be helpful.

ACTION;

HT will ask Mrs Young to liaise with Mrs Robinson regarding this good initiative.

Year 6 – Beaumaris

Headlines of the Year 6 attainment data show that in Reading there are now seven more children working at or above age related expectation since the start of the academic year. In Writing, it is three more children working at or above. In Maths there are now five children working at or above age related and one child is working above age related in both reading and maths.

It should be noted that there are fourteen SEN children and sixteen in receipt of PP, class total is 29.

Headlines of Year 6 progress data

In Reading, 90% of children have made expected or better progress
In Writing, 86% of children have made expected or better progress
In Maths, 92% of children have made expected or better progress

HT advised that although progress in Year 6 is very good, attainment is lower than national expectations, significantly lower in writing and maths. Therefore Staff will continue to provide interventions and booster support to the identified children, as well as continuing to employ a HLTA five days per week to support the class teacher and class TA to ensure this impacts on the progress of children.

HT advised that Ann Gill the LA Advisor has recently spent some time in school with the Year 6 class and she has reported that she is very pleased with the progress in Year 6 overall.

ACTION;

HT will bring the Report Ann Gill produces to the May FGB Meeting.

HT has photocopied some samples of pupils work from their books as this is useful to have when Ofsted visit as a reference tool. These will be distributed at the end of the Meeting.

RESOLVED; that

HT gave thanks to Ms Mulholland for all her hard work with the data analysis.

Attendance

HT has provided Governors with a report from Tina Brittain which details the attendance which currently stands at 95.8% which is up by 0.1%, although the target is 96%.

6. SCHOOL DEVELOPMENT

There was nothing to report under this item.



7. CURRICULUM

Overview/Update – Science update

Governors were given a presentation by the Science Coordinator and Year 5 teacher Emma Lightfoot.

Governors were advised that the main priority identified in Science in September 2016 was that the school needed to raise attainment for all pupils. They were given full details of the Action Plan and what has been achieved so far. This is now tracked as a core subject and information of data is uploaded half termly.

To improve attainment and progress, two Science days every half term have been allocated, one to ensure curriculum coverage and the other to address any misconceptions identified in the assessments.

It was National Science week commencing 13th March and upper KS1 and KS2 were given a Principia Space Diary to complete throughout the week. The children really enjoyed this and look forward to spending more time working on them. Year 4-6 ended Science week visited the Big Bang Science and Engineering Fair at the NEC in Birmingham, this was very useful as it opened their minds to real life situations and the many career choices involving science.

GQ; did all the child attend that had the chance? HT advised there were only four children that didn't attend and all had very genuine reasons.

This term a Science club in school has been established in KS2. It has been recognised that questioning is very important to develop their skills. All children, including G & T and SEN will be encouraged to attend the club.

GQ; how many are attending so far? Ms Lightfoot advised approximately 10 or 11 which is a good number and manageable.

As part of the next steps it is hoped that the school will apply for the Primary School Science Quality Mark and establish stronger links to the local high schools.

GQ; how open are schools to doing this? Ms Lightfoot advised that the Academy has offered to provide this for Year 5 children and will probably be in the summer term.

HT believes this is a good way of improving the transition to High school, although it will become more difficult for all schools in light of the reduced budgets. A Governor noted that Year 11 pupils leave school officially at the end of May so this may present other opportunities for the primary children.

Governors gave thanks for such a good presentation and all are very surprised at the amount of good work that has been covered in a short timescale.

Residential, Trips and Visits

RESOLVED; that

Governors were given full details of the residential visits in Year groups 2, 4 and 6 including costings.



8. BEHAVIOUR

There was nothing to report under this item.

9. HEALTH & SAFETY

Overview/Update

Governors were given an up to date report of accidents on the CWAC Prime system.

GQ; regarding the incident on the 6th March, how was this dealt with? HT advised that the child was given a fixed term exclusion.

10. FINANCE

Overview/Update – Budget

The carry forward from financial year 2016/17 is in a deficit of £3264.

Financial year 2017/2018 it is proposed that there will be an overspend of £9885 which will result in a deficit of £13149 at the end of that year.

The financial year 2018/19 and 2019/20 does not show a true reflection as the current staffing structure is not carried forward and so expenditure would be higher with the staffing structure proposed this year.

HT outlined the staffing structure and classes. It was noted that 45 pupils in KS1 is not a good number as there is a maximum of 30 in one class. This will mean a Year 1 class, a mixed Year 1 & 2 and a Year 2 class with approximately 28 pupils in each class.

ACTION;

Further detail will be discussed in the SLT meeting next week.

It was confirmed that the budget has been looked at in detail for each line of the budget. It is hoped that the school can keep to the budget better than in previous years.

GQ; what has caused the main overspend? HT advised that this is mainly down to Staff absence as discussed at the previous meeting.

GQ; has any more thought been given to the sickness absence insurance for Staff? HT and Vice Chair advised that this has proved to be too complicated to deal with in the past with getting information from doctors in the tight timescales, so this will not be taken out again.

ACTION;

HT advised that due to the budget situation, the Governing Body will be asked to provide information to Mark Parkinson to advise him that a deficit budget will need to be set this year. HT acknowledged that this is the first time this has happened since she has been at the school.

11. PREMISES

There was nothing to report under this item.



12. GOVERNANCE

RESOLVED; that

Governors welcomed Mrs Hughes as the new Parent Governor for a four year term. They also ratified Mrs Robertson's position as a Co-opted Governor again for a four year term.

There remains vacancies for one Co-opted Governor and one LA Governor.

13. TOPICAL

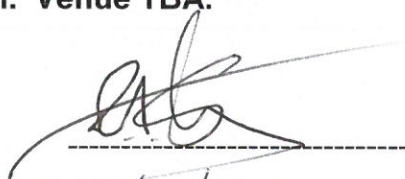
There was nothing to report under this item.

14. PERIODICAL

There was nothing to report under this item.

15. DATE, TIME AND PLACE OF THE NEXT MEETING

To confirm that the next Full Governing Body meeting will be held on:
Thursday 11th May 2017 at 6.30pm. Venue TBA.


----- Chair
11/05/2017
----- Dated

ACTION MATRIX

Work Stream	Action No.	Date opened	Action Manager	Action	Action Update	Target Date	Status
Health & Safety overview for Staff	1	15/10/15	HT & Vice Chair	To arrange for the Vice Chair to come into school to give Staff an overview on health and safety	After discussion it was decided that this is better to be organised to take place outside of school hours so that SLT can be included as well. Mr Woods will supply HT with some suitable dates.	Summer term 17	Open
Split Site	2	25.2.16	HT, Chair VChair	To engage with CWAC about the ongoing difficulties with the split site of the Schools and how building maintenance and improvement is becoming increasingly difficult to manage within budget	HT confirmed that CWAC representatives will be attending the school on the 16 th March, this will not include Mark Parkinson. This has now changed to the 30 th March, although this date has not been confirmed. Chair can attend on this date.		Closed



Governance	3	13.7.16	Chair & HT	Chair will try to make enquiries with the local Chamber of Commerce to attract two Governors with the skills required.	Regarding the LA & Co-opted Governor vacancies There remains vacancies for 1 x Co-opted Governor and 1x LA Governor.	summer term 17	Closed
School Council	4	21.9.16	Chair	Chair to email Jenny Rowland to arrange a date to meet with the School Council. HT suggested a School values presentation from the School Council	A date for Chair to attend the school council meeting will be set at the June Meeting.	Summer term	Open
E Safety event for parents/wider community	5	19.1.17	HT Staff	To plan an event for parents/ to include other local primary schools	HT advised that she intends to ask parents to complete a parent questionnaire at the next parents evening and from this she will have a better idea who to target about this area. Going forward HT plans to hold a breakfast meeting and this will give the school the opportunity to promote the meals aswell.	Summer term	Open
Sports funding	6	19.1.17	Ass. HT	To make enquiries with the bursar regarding the service and maintenance of equipment and increased costs		Summer term	Open
Data	7	16.2.17	HT	To provide data for Governors.	In the May meeting, HT will ensure that data results from September 2016 to Easter 2017 are produced so that progress can be tracked by Governors. There will also be spring data available so that any areas of concern i.e. groups of pupils that are not making two points of progress can be flagged. HT asked Governors to bring the data produced from tonight's meeting to the May meeting so that a comparison can be made.	11.5.17	Open

