



**MINUTES OF A MEETING OF THE GOVERNING BODY OF DARNHALL PRIMARY
SCHOOL HELD AT THE SCHOOL ON THE 12th JULY 2018 AT 6.30PM.**

Name	A/P/ U	Category of Governor	Date of end of tenure	Designated Role
Mrs S Tomlinson	Y	H/T		Headteacher
Mr R Strachan	Y	Co-opted		Chair
Mr A Woods	Y	Parent		Vice Chair
Mrs A Holden	Y	Co-opted		
Mr R Burrows	A	Co-opted		
Ms L Robertson		Co-opted		
Ms J Stringer	A	Co-opted		
Mrs E Robinson	Y	Co-opted		
Mrs J Hughes	Y	Parent		
Mrs J Bailey	Y	Staff		
Vacant		Co opted		
Vacant		LA		
In Attendance				
Mr M Aspden				Clerk to Governors

PART ONE

1. APOLOGIES

Apologies were received from Mr Burrows and Ms Stringer. Governors noted the absence of Ms Robertson.

RESOLVED: that the apologies be accepted by Governors.

2. DECLARATION OF PECUINARY INTEREST

Governors were asked to declare any conflicts of interest about the business to be discussed at this meeting.

RESOLVED: that there were no declarations of interest declared.

3. MINUTES

RESOLVED: that the part one minutes of the meeting held on the 14th June 2018 be confirmed as a correct record and signed by the Chair.

4. MATTERS ARISING

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Work Stream	Action No.	Date opened	Action Manager	Action	Action Update	Target Date	Status	
Governance	1	13.7.16	Chair/ Govs	There remains a vacancy for 1x LA Governor and 1 x Co-opted Governor. The results from the Governor skills audit and Governing Body effectiveness will be further considered.		Ongoing	Ongoing	Governors noted that there is possible interest in one of the vacancies. ACTION: Chair to have a conversation with the interested party.
Strategic building review	2	11.5.17	HT/ Chair/ Vice Chair	Plans are still underway to reduce the Pan from 65 as this is too high. The next step is that the Chair of Governors can instruct the LA to reduce the PAN to 45 and it is hoped this will take effect from September 2019. Meeting with Mark Parkinson to discuss the single site ACTION to email		Ongoing	Closed	Emailed Mark Parkinson for an update on PAN, Update on the sale of Handley Hill and parking at Pine Wood.
Governor Strategic Plan	4	15.2.18	Govs	ACTION: find a date for a development session in which to support this action.	There is an amended version which need to be finalised. Combine with item 9	10.5.18	Open	On the Agenda
School Budget	5	15.2.18	HT and Finance	School Budget to be approved by Governors at the meeting in March.	On agenda	22.3.18	Closed	
Governor skills audit/Governor effectiveness	6	15.2.18	Mr Woods	This was looked at. This could be covered on the development day. It would help us identify new governors		22.3.18	Closed	Done analysis and need to combine this with other work and update with item 4. Closed
LGBTQI/Stonewall policy	7	15.2.18	HT & Chair	We need to respect differences and be tolerant while appreciating the vulnerabilities of the children. The Headteacher informed governors that they had a staff meeting that supports this view and what children should be taught about healthy relationships and how to keep themselves safe. Q: have we got a policy in place? A: Yes. It is the Stonewall policy.		22.3.18	Open	Revisit the policy. Q: what is the mechanism of getting to where we need to get? A: The policy is under consultation. I will look through the policy schedule and we can link it in with the governor plan. Once the children have had an input then it can come to governors in the Autumn term.



				<p>Q: Does this need modifying? Can we modify it? I think it raises a level of expectation.</p> <p>A: We can do this.</p> <p>ACTION: The Headteacher to review the policy.</p>				
School Performance	8	22.3.18	HT	Early Years Data to be presented at the next FGB	The data has not been finalised. ACTION: to review the data at the July Meeting	12.7.18	Ongoing	The best time to do this is September. Move this item forward to September.
School Development	9	22.3.18	Chair	The Governor Strategic Plan and Action Plan to be carried forward and added to the next FGB agenda	ACTION: add to the July meeting and combine with item 4	10.5.18	Ongoing	The SEF is a continuation. See item 4.
Governance	10	22.3.18	Mr Woods	Demonstrate the Governor Intranet at the next FGB or the development day	Mr Strachan and Mr Woods to meet. Guidance will be provided ACTION: Mrs Young to ask IT Technician for proxy settings to enable use of Governor devices on wifi	10.5.18	Closed	Work is continuing on this. Governors asked to contribute to this. Q: Is it Sharepoint that you are looking at. A: Jody is keen to help us with this. We need to specify what the school wants. Governors discussed having one system.
Finance	14	14.6.18	HT	Finance to be an agenda item each month		Ongoing	Ongoing	On the Agenda
Finance	15	14.6.18	Bursar	Mrs Young to request a quote for a wooden window.			Ongoing	ACTION Bursar to provide update.
Finance	16	14.6.18	Bursar	That progress on grant funding be included in the monthly financial update.		Ongoing	Ongoing	Bursar to provide update
Governance	17	14.6.18	HT & Chair	Headteacher and Chair to meet regarding the month plan.		12.7.18	Open	Did meet: This will be looked at over the summer.

5. OFSTED REPORT

The headteacher provided a copy of the Ofsted report for Governors. Governors noted that the inspection recognised sustained improvement from the last inspection, that the SEF is accurate, and that Governance has come out as a real strength. The Headteacher noted that the school was described as harmonious and there was a recognition of its inclusivity and the challenges it faced. Governors thanked the Headteacher and the staff for the work they did and noted the impact it had on the children, the school and the community. The Headteacher informed Governors that there would be slight adjustments to the current plan.

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6. SATS RESULTS

The Headteacher informed Governors of the School's results for Early Years, Key Stage 1 and Key Stage 2.

68% of children at the end of the Early Years Stage had achieved a good level of development, which was a decrease from the previous year and below the national figure.

In Key Stage 1 the Phonics results in Year 1 were lower than 2017 at 68%. In year admissions accounted for this. With the cumulative results, including Year 2 retakes, the figure showed an increase of 4% on the previous year. Governors noted that 9 of the 10 Year 2 children were where they should be in relation to phonics.

End of Key Stage 1 Reading showed an increase on the previous year at the Expected Level, writing a decrease to 59% at the Expected Level and maths an increase to 77% at the Expected Level.

Governors noted there was a decrease in the percentages of children attaining Greater Depth in reading and writing, but an increase in maths.

Governors were informed that:

- 5% of the children were in resource provision
- 16% of the children had transferred to the school during Key Stage 1
- 4 of the children were in year admissions during Year 2

End of Key Stage results showed:

- An increase in reading at the Expected Standard, and an 18% increase at Greater Depth
- An increase in writing of 2% at the Expected Standard, and 11% at Greater Depth
- A 1% dip in Maths at the Expected Standard, but a 17% increase at Greater Depth
- An increase of 2% at the Expected Standard in SPAG but a 31% at Greater Depth.

Governors were informed the combined score was 56%. This is accounted by the 5 children who are on Education and Health Care Plans. The Head teacher presented data excluding these children and demonstrated that the data for the school is good.

Governors thanked the Head teacher and the team for their hard work.

Q: Were the predictions roughly in line?

A: We have had a couple of surprises but nothing startling. Science data will be reported in September.

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7. GOVERNOR STRATEGIC PLAN

The Chair presented the Strategic Development Plan for 2017-18 which he outlined to Governors.

RESOLVED: that the school development plan and the Governor Strategic Action Plan be separate documents.

RESOLVED: that the appendices be updated on page 7 of the Governor Strategic Action Plan

Q: Does the business Continuity plan need to be updated?

A: It will be done in September.

Governors discussed how they might work on this document on their autumn Saturday.

8. FINANCE UPDATE

The Head Teacher presented an update including the following points:

- Staff absence accounts of over £20,000 of the £21,651 supply budget
- Subject Leader supply costs are very small
- There have been no changes in pupil numbers on roll for September (277 in main school, and 327 including nursery)
- Little Ladybirds Nursery is full
- Apple Nursery has 4 potential vacancies. A limit of 5 '30 hour' places has been offered to provide an opportunity to get the right intake into reception.
- Electronic Signing In System

RESOLVED: that Visitor Monitor be purchased as the Electronic Signing in System.

- The hole in the car park now has a metal cover over it.
- A 5 Star rating has been awarded for both main kitchens
- Asset Register has been updated with the IT equipment. Other assets will be added over time.

9. HYGIENE REPORT

Governors noted that the report had been circulated.

10. GOVERNANCE

Governors noted that they had discussed the Governor Strategic Plan. They were reminded that the 20 Questions had been circulated. They discussed training and noted that in order to remain effective they needed to engage in training. A refresher on Assessing School Performance and Induction Training, which could be provided by WEP was discussed. Cost was discussed. It was noted training could be provided internally.

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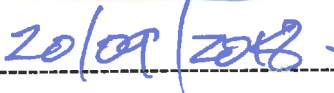


ACTION: Head to circulate WEP Governor Training.

RESOVLED: Governor development in the autumn session as well as the working strategic workshop session.

11. DATES, TIME AND PLACE OF THE NEXT MEETING

The dates and times of next meeting will be circulated via the What's App Group and agreed with the Clerking Service.


----- Chair

----- Dated