



**MINUTES OF THE FULL GOVERNING BODY MEETING HELD ON THE
12TH SEPT 2019 AT THE SCHOOL 6.30pm
WITH A CURRICULUM LEARNING SESSION AT 5.30pm**

Members of the Governing Body

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	13/05/2020	Chair
Mrs A Holden	Y	Co-opted	13/05/2021	
Mr R Burrows	Y	Co-opted	23/11/2021	
Ms J Stringer	A	Co-opted	13/05/2021	
Mrs E Robinson	Y	Co-opted	13/05/2021	Vice Chair
Mrs J Hughes	Y	Parent	08/03/2021	
Mrs J Bailey	Y	Staff	15/10/2020	
Mrs S Crane	Y	Co opted	09/05/2023	
Mr C Bate	A	Co-opted	09/05/2023	
Vacancy		LA		
Vacancy		Parent		
Linda Giansante	Y	Governor Clerk		

Non-Confidential

The meeting was preceded with a curriculum learning session. Subject Leads Chloe Lupton (Science Leader), Sarah Jardine (Deputy Headteacher), Kelly Evans (Maths Leader) & Sharon Dilnot (English Leader) presented.

Sarah Jardine explained to governors that there has been a need to refocus since the curriculum changes and in light of school priorities. More time is to be taken by Ofsted to look at the quality of education under the headings Intent, Implementation & Impact.

- The focus on intent is everything before the doing, the planning of the lesson. It needs to be ambitious, coherently planned, successfully adapted to be broad and balanced for all pupils, including disadvantaged or SEND pupils.
- The focus on implementation is on the how, greater emphasis is being given to the process, teachers are able to use their creativity in planning lessons.
- The focus on impact is on the detailed knowledge and skills across the whole curriculum. The emphasis now includes behaviour and attitudes.



The curriculum has been adapted to be knowledge rich with cultural capital references. The pupils need a rich knowledge base of things to learn outside of their own homes. What they learn will make them well rounded individuals and succeed in life. Included in this enrichment will be things like theatre visits, zoo visits or visiting the coast.

This is a rolling programme that is under constant review. The children were asked what they wanted to learn about, staff meetings were held in the summer term to create a long-term overview. The Leadership partner agreed with what had been decided.

Although originally planned before the PAN reduction had been decided, it will still be applicable. The curriculum will be split into Year A and Year B to ensure all pupils cover all topics.

Q. Governors asked how are we communicating this to parents?

A. The teachers have spoken to pupils, there has been letters to parents, an open-door policy is operated and if parents' question anything, personal reassurance is given, and examples shown. The parents seem happy so far.

It was explained that there is a focus on vocabulary as it has been shown there is a 30-million-word gap between the high achievers and the lowest. This will intern enrich writing. Children are to make connections in their learning.

Q. How is it planned that this vocabulary is to be shared with parents?

A. Online, possibly homework.

Governors agreed that many parents would help their children if they knew the vocabulary that was to come up. The more they can do at home the better.

ACTION: Headteacher to communicate vocabulary with parents.

Chloe Lupton updated on Science:

- Science is to become more hands-on practical learning that will include outside learning and exploring the environment.
- Science is timetabled for all year groups to Friday morning. KS2 to have 2 hours per week. KS1 to have 1 and quarter hours per week.
- New Science topic mats have been introduced; these could easily be sent home to parents. There is a topic mat for every topic in every year group.
- Scientific vocabulary is to be on display as a way of introducing words they may not have come across before.
- The Science subject has challenges when in mixed age classes.



- The next step is to subject knowledge audit of staff. Observations are to be done in foundation stage.
- There is a Science club planned for the Spring term. Whole school trip to Chester Zoo is planned on 18th 19th & 20th November, and another trip to Jodrell Bank is planned.

ACTION: Governors to volunteer if they can to assist the Chester Zoo whole school trip. 18th, 19th & 20th November.

Sharon Dilnot updated on English:

- 'Pathways to Write' has been purchased from the Literacy Company. It is an updated and improved version of units that have been previously used. The 'Mastery Approach' is being used, incorporating work on vocabulary and reading skills.
- A training session is organised from Gareth Davies at Literacy Counts. Whole class shared reading is taking place, exploring texts in detail for all abilities in a whole class.
- The reading data was particularly low at the end of last term, which was disappointing. However, the feedback from the training is positive and the teachers are enthusiastic.

Q. The Governors asked if this style of reading is taking place already?

A. Yes. Guided reading is also taking place, we are doing both at the moment, but may decide to phase guided reading out.

Q. What is the response from the children?

A. They are loving it; we will continue to review it and share good practice.

- KS1 Phonics. Rapid Reading which is currently delivered by TA's has now been purchased. It is to be used in conjunction with Rapid Writing. Since the phonics data has dropped intensive daily interventions are being carried out. An English hub has been introduced at Childer Thornton to support schools. Specialist teachers will offer support to schools across the North West. The aim is to support the love of reading.

Kelly Evans updated on Maths:

- First 4 Maths to support by moderating and accessing books, they meet at different schools, sharing ideas and good practice. In the future they see Maths not being so worksheet and paper based. There will be more table activities, using I-pads, games etc. A new times tables chart has been introduced. Stickers and awards are being given as incentives.
- The Happy Puzzle Company is to come into school for a whole day, the parents will be asked to contribute to the cost.
- Puma tests seem to have gone well, they have been bought again, they show the gaps in learning i.e. fractions so the gaps can be focused on.



- Marvellous Maths club is being run.
- Family learning is to be promoted. Free breakfast and sign up 6 weeks of club.

ACTION: 17th January Happy Puzzle Company day, all governors welcome.

Governors thanked the subject leads for their presentations.

1. APOLOGIES

The Governors received apologies for non-attendance from Ms J Stringer and Mr C Bate.

RESOLVED: That the apologies for non-attendance be accepted.

2. DECLARATION OF PECUNIARY INTEREST AND CODE OF CONDUCT

The Governors were required to complete a standard Pecuniary Interest form on which they declared any pecuniary interests. The Clerk circulated blank forms which were completed and handed to the Headteacher.

The Governors reviewed The Code of Conduct.

RESOLVED: That the Chair would review the pecuniary interest forms at the school.

RESOLVED: That the Code of Conduct be adopted.

ACTION: Clerk to email all absent governors to request a completed pecuniary interest form be returned to the Headteacher.

ACTION: That the Chair visit school to check the Annual Pecuniary Interest Forms.

3. MEMBERSHIP/CONSTITUTION

The Governors noted that:

- There is one LA vacancy
- That there is a parent governor vacancy.

The Chair is to meet with an interested parent to potentially fill the parent governor vacancy.

RESOLVED: That the Headteacher and Chair have discussed the LA vacancy and that Health & Safety knowledge would be an advantage to the school.



RESOLVED: That there were no changes to membership since the previous meeting.

4. ELECTION OF CHAIR OF GOVERNORS

Governors considered the appointment of a Chair and the term of office. Mr R Strachan was nominated for the position and he withdrew from the meeting whilst Governors discussed the appointment.

RESOLVED: That Mr R Strachan be appointed chair for a further 1-year term of office.

Mr Strachan returned to the meeting and took the chair.

5. ELECTION OF VICE CHAIR OF GOVERNORS

Governors considered the appointment of a Vice-Chair and the term of office. Mrs E Robinson was nominated for the position and she withdrew from the meeting whilst Governors discussed the appointment.

RESOLVED: That Mrs E Robinson be appointed vice-chair for a further 1-year term of office.

Mrs Robinson returned to the meeting.

6. MINUTES OF LAST MEETING

Governors considered the non-confidential minutes of the last meeting, which had been circulated in advance of the meeting.

RESOLVED: That the non-confidential minutes of the last meeting held on 11th July 2019 with the following amendments:

Page3 – The consultation needs to go ahead is to be changed to: The standard process consultation for PAN is over.

Page 5 – It is a resource provision and is the last resort be changed to: It is a resource provision and specialist provision for children with EHCP's.

Page 6 – reception ear group is to be changed to: reception year group.

Considering the changed above they were confirmed to be a true record and had been signed by the Chair.

7. MATTERS ARISING

To Consider any matters arising from the last meeting and to review the Action Log.



ACTION LOG

Work Stream	Action No.	Date opened	Action Manager	Action	Action Update	Target	Status
Website	8	21.03.19	Chair	Chair to remind Governors to provide a brief statement and photo to Davy to add to website.	Some Governors have not completed. ACTION: Governors to complete this task by next meeting. Pictures are not compulsory. Please email the statements to Richard. Governors to look at what is already on the site for inspiration. If the statement is correct, then no need to change anything. The photographer will be available prior to the October meeting from 6pm. Or in school 5 th November in the morning.	By Sept Term	Open
Governance	3	13.06.19	Headteacher	Headteacher to get Mrs J Hughes email address checked by Jodie.	Still not working. Helen has forwarded to IT Dept, it is being looked into. Jodie has not re-set.		Closed
Membership	3	11.07.19	Headteacher	The Headteacher to discuss with the Chair the attributes needed to fill the skills gap on the board.	This is an ongoing discussion.	ASAP	Open
Finance	6	11.07.19	Headteacher	The Headteacher to contact Kristy Gomery (school finance) to check if a budget review is needed in early September for budget setting.	They met on 10 th September and reviewed the report.		Closed



Curriculum	11	11.07.19	Headteacher	The Headteacher shares the attendance figures to the end of term are shared with Governors on Teams and reviewed at the next meeting.	Figure shared with governors.		Closed	
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8. FINANCE

The updated budget report has been shared with Governors in Teams.

The end of year position for 2019/20 is a deficit of -£20,095. This is subject to change. 7 more children are to enrol, and this will generate an additional £49,000 to the budget. 4 more families have shown an interest today.

It was NOTED a review of whole school pay policy will take place October/November.

9. LEADERSHIP AND MANAGEMENT

The Headteacher advised that a visit took place on 10th September with the Leadership Partner. The self-evaluation summary was discussed, strengths, priorities, developing curriculum champions were among the items discussed. A further update will be given in October.

Data dashboard from DfE is due to be released and will give the 3-year picture.

RESOLVED: That no further action is required.

10. POLICIES

RESOLVED: That there were none to review.

It was NOTED that the critical incident plan is being reviewed at the moment.

11. GOVERNANCE

A self-review of the Governing Board effectiveness will be done in a session a week before the November FGB.



The code of conduct is due to be reviewed in April, it will be 2 years since it was last done.

The Chair advised governor responsibilities have been updated in Teams. Mr Bate is to be SEND governor.

The Governors discussed if Gifts & Hospitality & Pecuniary Interests should be displayed on the website.

ACTION: Clerk to check if it is compulsory for the gifts & hospitality register/Pecuniary Interests are to be displayed on website.

12. CURRICULUM, TEACHING AND LEARNING

The Headteacher updated governors on the following:

- The Headteacher collates CPD within a file, this is useful for feedback at staff meetings.
- She has offered overtime to TA's. Also, half hour overtime to Davy.
- Attendance is on target, with a few persistent absentees. The data for the area is not released as yet.
- The Headteacher informed governors that a photographer is due on Monday 16th September to photograph the Roald Dahl family cake bake and punctuality pup.

13. COMMUNICATION TO THE CHAIR OF GOVERNORS/CHAIRS ACTIONS

RESOLVED: That there were none.

The Chair informed governors that he is to attend the Headteacher and Chairs conference on 27 September and is arranging a safeguarding review meeting with the Headteacher.

14. DATE AND TIME OF NEXT MEETING

The next meeting will be on Thursday 17th October 2019 at 6.30pm.

Signed:Date:



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Membership	3	11.07.19	Headteacher	The Headteacher to discuss with the Chair the attributes needed to fill the skills gap on the board.	This is an ongoing discussion.	ASAP	Open	
P.Int	2	12.09.19	Clerk	Clerk to email all absent governors to request a completed pecuniary interest form be returned to the Headteacher.		ASAP		
P.Int	2	12.09.19	Chair	That the Chair visit school to check the Annual Pecuniary Interest Forms.		ASAP		
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