

Tutshill C of E School
Minutes of the G3 Governors meeting
Tuesday 2nd February 2016 at 4.30pm

Chair of Governors: Mr Riordan

Clerk to Governors: Ms Linden

Present:

Miss Lane, Mrs Dursley, Mrs Cooper, Mrs Fryer, Dr Evans (Chair of Meeting), Ms Henderson, Mr Riordan, Mrs Clarke, Mrs Howells (by invite to present under Item 6).

1. Opening prayer – Dr Evans

2. Apologies for absence

Apologies received and accepted from Mrs Gilchrist, Revd Treharne and Dr Bowie. Dr Bowie had also tendered her resignation from the Governing Body due to being unable to make a full commitment.

Apologies received from Mr Foxall.

3. To agree items of Any Other Business (previously notified)

None were notified.

4. Approve minutes of last meeting

The following amendments / corrections were notified,

Item 6, a governor raised a query on the final policy name, it was agreed to remain as it stands

Item 9, change “congratulation” to “congratulatory”

Item 10, line 5, change “they” to “there”

Item 12, line 5, change “don’t” to “do not”

Item 19, change Miss Lane to the governors

The minutes were then approved, proposed by Miss Lane and seconded by Ms Henderson.

5. Matters arising from minutes (not covered by the agenda)

There were no matters arising.

Items for Discussion

6. SLT Presentations

Miss Lane outlined the structure of the new Senior Leadership Team which had been recruited in response to the Ofsted Report’s recommendation to improve middle leadership. The SLT consisted of three strands, with the following teachers taking responsibility for that strand,

- Teaching and Learning, Mrs Fryer
- Curriculum Development and Creativity, Mrs Howells, and
- Pupil Experience and Engagement, Mrs Dursley

Each teacher presented on their area outlining the aims and priorities and also the success criteria to be used to measure progress. Miss Lane also circulated a report providing further details.

The governors queried how the aims and visions would be rolled out to the whole school, Miss Lane replied that the SLT met regularly to review progress,

that information would be passed on in Inset Days and that different aspects of the work are trialled in other classes. The governors also sought confirmation that Mrs Fryer was still Deputy Head and responsible for Pupil Premium. The governors requested that more information is fed back to them as and when collated for example the audit of provision and resources which was due to be carried out by Mrs Dursely and to have a full review next year to see what has worked well and how the three strands fit into the School Development Plan.

Mrs Howells left after the presentation.

7. School data

Miss Lane presented data for the autumn term. There were still difficulties in effectively presenting the data due to the change in the curriculum which appeared to show a regression in the year experiencing the change over and the fact that not all the standards and levels for the different subjects had been received. Also progress should be compared over the entire year and not just on one term. Each bar graph could identify particular children, allowing for better monitoring. The governors felt it was not appropriate for the FGB to review each individual child, that this is the remit of the Teaching and Learning Committee, but that the FGB should have a more generic report. A governor asked how best to present the data to show the trends, Miss Lane suggested using bar graphs for Yrs 2,4 and 6.

8. SFVS

The Schools Financial Value Statement was agreed and signed off.

9. Admissions boundary

Miss Lane and Dr Evans were still to approach GCC with the suggestion of ring fencing families within Tidenham Parish to have priority over families not within the parish but who may be geographically closer to the school. Dr Evans reported that she knew of other another school who had successfully done this. Applications would then be considered from the wider community using a 3 circle boundary once all children within the parish had been given priority.

Action - Dr Evans to write to GCC.

10.Prevent Training

Miss Lane reported back that Mrs Gilchrist had completed the online "Prevent Training". The feedback was that the content was possibly slightly prejudiced and enforced vulnerable stereotyping. It was felt that a higher level was necessary for Headteachers and / or Safeguarding leads. As the training was free it was still recommended that it be undertaken. A governor queried whether the demographics of the school would suggest that we are a low risk, however as a church school and therefore a faith school we would actually be termed as a "target school".

11.Governors Annual Report

Miss Lane had made the amendments to the draft Governors Annual Report as suggested at the previous meeting. The Chair's forward still needed updating and it was agreed to add details of the governors. The report was due to be circulated along with the newsletter over half term. All governors were asked to

email any final comments to Miss Lane and Mr Riordan offered to update the forward on behalf of the FGB.

Action –

- **Mr Riordan to update the forward to the report**
- **Miss Lane to circulate the report as part of the school newsletter**
- **The Clerk to update pen pictures of all the governors and upload to the website.**

The FGB also formally expressed their thanks to Mr Foxall for his work on the report.

12. Chair of Governing Body Vacancy

Confirmation had been received from Governor Services that two people could job share the Chair's post as long as each meeting had a specified nominated Chair. However, Mr Riordan put forward an expression of interest in becoming the Chair due to a change in his circumstances. Mr Riordan was asked to leave the room while the FGB voted unanimously in his favour.

Action – Mr Riordan to become Chair of the Governing Body.

Miss Lane also reported an expression of interest had been received for one of the parent governor vacancies from Mrs Alex Watson who has a child in Yr3.

The FGB formally agreed to

- **Adopt Mrs Watson as a parent governor**, and allocate her to the Teaching and Learning Committee.
- **Adopt Mr Foxall as co opted governor** (from being a parent governor)

There were still 2 parent governor vacancies and these would be advertised in due course.

13. Behaviour

Mrs Fryer reported on how the Reception year children had settled into the new school year.

14. Safeguarding

Miss Lane reported that there had been one core meeting, one child protection meeting and one referral to the Child and Adolescent Mental Health Services; CAMHS which had resulted in a child being offered an appointment within only two weeks. One child had needed to be removed from The Nurture Room but this was the nature of this support. The child was removed as causing a danger to himself and others. His place in nurture will be reviewed in time. Miss Lane also gave a child protection update on a family no longer at the school.

Items for Information

15. Parents views / communication

There had been no parent communication to report.

16. Sustainability Bid, JL

The Sustainability Bid to redevelop the library area had been successfully submitted. The result of the bid would be announced at the end of March.

17. Chairs comments and correspondence, Chair and Vice Chair

The FBG were informed of a request for 3 days term time leave from Mrs Mackey to attend her son's wedding. The request had been approved by Miss Lane.

18. Committee reports

Finance and Resources Committee

Mr Riordan gave a verbal report from the recent Finance and Resources Committee and the CRF for Period 9 was circulated.

Personnel Committee

The Personnel Committee had not met since the last FGB meeting. Minutes of the previous meeting from 20th November 2015 (which had been verbally reported) were circulated.

19. Any other business

No other items were reported under any other business

20. Date and Time of next meeting,

The date and time of the next meeting is **Monday 21th March from 6 to 8pm.**

11. Behaviour

Concerns were raised over alleged behavioural issues amongst children in the Reception year. Mrs Fryer reported that there were an unusually high number of children with special educational needs in the class and that this had impacted on their ability to settle well into the school routine. Mrs Fryer felt that although the class had faced some difficulties, the children were improving and that with the support of the rest of the teaching staff the situation is being dealt with satisfactorily.