

Sandbrook Primary School
Minutes of a Governors Meeting
held on Thursday 20th July 2017

Present: Claire Temple (Headteacher), Vida Wilson, Chris Mervyn, Sharon Lloyd, Louise Hughes, Jan Wynn, Michelle Richards

In Attendance: Nichola Humble (clerk)

Agenda item 1	APOLOGIES FOR ABSENCE
Carol Jones	

Agenda item 2		PECUNIARY INTERESTS	
Discussion: There were no governors in attendance who had Pecuniary Interests.			
Conclusions: N/A			
Action items		Person Responsible	Deadline

Agenda item 3		MINUTES OF THE GOVERNORS MEETING HELD ON 30 TH MARCH 2017 AND MATTERS ARISING	
Discussion: <ul style="list-style-type: none">Matters Arising : Staffing - discussed in Agenda Item 4			
Conclusions: <p>The minutes of 30th March 2017 were agreed as a true record.</p>			
Action items		Person Responsible	Deadline
<ul style="list-style-type: none">None			

Agenda item 4		UPDATE FROM FINANCE & PAY/PERSONNEL COMMITTEE AND MATTERS ARISING	
Discussion: Requests for voluntary redundancy were received from 2 staff members and 1 member of staff has asked to reduce her hours. All have been agreed. As a result an internal advert for a Senior Midday Supervisor was completed and 1 staff member has applied. ➤ Gov - What's on Moreton: Sandbrook is being recommended as a good local school and with that and new houses being built, we hope for an increase in pupil numbers which will help our budget situation.			
Conclusions:			
Action items		Person Responsible	Deadline
Interview Senior Midday post		CT	Summer term

Discussion

Key Stage 2 results are not as good as hoped. Analysis is currently being undertaken - 2 expected children didn't reach WRM standard and in a small cohort that makes a big difference.

EYFS - GLD: 75% - LA data screenshot available to governors

Yr 1 Phonics - 77% (10/13) - Ok result, but not as good as last year's national - Again, small cohort making a big difference and circumstances such as 1 child missing 1 term does not help.

KS1 - first run of data crunching received from Edsential available to governors. Have some work to do with Reading.

- Gov - Have steps been put in place for next year with less TA's to assist?: Yes, 2 TA's will remain with KS1

KS2 - FFT likely outcomes sheet available to governors. Our cohort is 70% boys, FSM double school average and 1/3 of cohort are SEN.

Reading - 4 pupils made difference : 1 x SEMH 1 mark off pass (43% FFT chance)
1 x SEMH managed move 2 marks off pass
1 x 1 mark off (73% FFT chance)
1 x 4 marks off (46% FFT chance)

Marginal marks have made a big difference to final outcome

- Gov - Do we have case studies for HMI?: We have for some, not all
- Gov - Can we back up our TAs with work books?: Test results are what count
- Gov - Could we offer families more support with reading?: Support has been there. Every cohort is different and will present different challenges. Need to ramp up the desire with families for success

Writing - FFT estimate 58% - got 66% : Moderators agreed TAs were accurate with best practice being shown. Still need to do better with 50/50 children - give them solid foundations in teaching.

SPAG - Remarks requested for 2 pupils (';' marked incorrect due to size)

Maths - More children missing by bigger margins. 6 marginal pupils over 3 papers. Children still have gaps in knowledge: Arithmetic being looked at across whole school

Progression maps being done for all children

Track small events are also being done (i.e weekly reads, times tables)

- Gov - Is this you (CT) managing rather than your team?: Yes, can't afford to fail again
- Gov - What are staff not doing?: Staff have tracked but not reacted to fix. By CT & CM looking at diagnostics / gaps they can hold people to account earlier.
- Gov - 5 reads per week - what is being tracked?: Are their needs being met i.e books appropriate to reading levels (via benchmarking)

CM / CT meeting weekly ensuring more diagnostic layers are being put in. They are more experienced and if they lead, others will follow.

- Gov - Did 1 to 1 tutoring provision make a difference in maths?: Hard to tell- may have been further back if they had not had it, but may not have been. We have seen children's confidence increase with it (Gov child)

Drive and determination are needed by all.

WRM - On track with FFT - 2 pupils 1 mark off each

- Gov - Need to trust in staff. CT & CM can't do everything: Need to be mindful of

clarity around system and micro-managing to enable team to be diagnostic. Need to get in earlier to show staff what to look for earlier. Key is mentoring staff.

Counselling service - Report has been received from Andy. Noticeably positive outcomes being seen. There were 19 self-referrals for SATS support. Service is being viewed positively by outside agencies (IROs).

Children Yr1 up have transitioned. A few have tested boundaries with new teacher but now working well.

CT has met with CJ re safeguarding. Questions and answers are contained within report.

Attendance - Staff need to intervene earlier. Michelle Sandham (Early Help Social Worker) has been trying to help. Not sure if penalty notices will help due to escalation effect.

Persistent absence - main cause of increase is unauthorised holidays. EAL families have a big impact upon this. Teaching Assistant is to be used to get early action for attendance i.e phone call, visit to home. Micro-move to improve attendance for individual families - no 'one fits all' approach will work.

- Gov - How can we demonstrate impact of what we do?: Can analyse individual codes i.e 93% at 9am, 98% at 11am. Being tough on families doesn't work for some. Need to know and understand individual family circumstances.
- Gov - Can teaching assistant free CM to do attendance?: Would rather have the teacher teaching so as not to impact upon whole class teaching.

Attendance data can be crunched a numerous ways. CM has files of data for case studies - more micro-actions needed with impact. Being part of a community and engaging more with families is helping the situation.

- Govs - impressed with range of after school clubs

Conclusions:

Governors agreed to ½ termly meetings to support staff, see where we are, be able to support and give ideas from non-teaching viewpoint

Action items	Person Responsible	Deadline
<ul style="list-style-type: none"> • KS2 team to provide written case studies for governors 	CT	Early Autumn term - 1 st meeting - 1 agenda item: KS2 outcomes
<ul style="list-style-type: none"> • Bring SATS paper to KS2 meeting for govs to do 	CT	as above

Agenda item 7

SCHOOL IMPROVEMENT PRIORITIES

Discussion:

Report in pack

Conclusions:

Action items	Person Responsible	Deadline

Agenda item 8		ACADEMISATION	
Discussion:			
CT has met with 3 trusts. Decision needs to be made - Do we go ahead and join established trust or continue as we are and take our chances. Some sponsors reluctant to take RI schools.			
<ul style="list-style-type: none">➤ Gov - With data and impending Ofsted, have concern it could be an excuse to shut us➤ Gov - How much power is taken away?: Depends on who you go with and the situation➤ Gov - Concerned that we are moving in the right direction. Are we taking 1 step forward and 6 back?➤ Gov VW - would like to take control and work with who fits with us. We are meeting up again in October. It may well be forced upon us at some point.			
CT - If you want control, you need to be in the driving seat. Deeside / Moreton could go but not be quick enough for us. Adrian may be ready to go quicker. If we are inspected and that goes ok - fine. If not good, we will be forced (Regional School Commission will find a Trust and we would lose all control. Don't know if we were forced if we would be able to decide who to go with. There are many different types of Trust.			
If we went with Wirral Academy Trust, we would be their first Primary school. 3 Saints are very driven and Northern Trust was seen as positive.			
Governors were asked what they need to have next to help decision			
<ul style="list-style-type: none">➤ Gov - Can we afford to be picky given our situation?➤ Gov - Do we know any other Primary schools that have gone with large trusts (other than church schools)?➤ Gov - Is there a possibility of us approaching a business that are involved with children / communities etc.?: Would need to be approved by the DfE.➤ Gov - Would need to know more about the pros / cons of converting			
Governors would like CT to continue investigating and if necessary bring people in so that governors can ask questions			
Conclusions:			
Action items		Person Responsible	Deadline
Continue investigating avenues		CT	ongoing

Agenda item 9		PE SPORTS GRANT	
Discussion CT suggested we need someone to work with families - with impact upon lunches, movement, fitness via referrals. This would be sustainable and outcomes can be evidenced. She has received a good quote for the package. <ul style="list-style-type: none">➤ Gov - It was fabulous to see the use of the playground fitness equipment during sports day			
Conclusions: Governors gave approval			
Action items		Person Responsible	Deadline
Contact company		CT	asap

Agenda item 10		POLICIES FOR ADOPTION	
Discussion			
None			
Conclusions:			
Action items		Person Responsible	Deadline

Agenda item 11		GOVERNORS' REPORTS ON TRAINING	
Discussion: Jan has undertaken some Finance training and will report back at a future date Governors were asked to confirm if they would like some Health & Safety training to be organised			
Conclusions:			
Action items		Person Responsible	Deadline
Organise Health & Safety training		NH	Autumn term

Agenda item 12		WIRRAL GOVERNORS' LINK FORUM REPRESENTATIVE	
Discussion: Nothing to report			
Conclusions:			
Action items		Person Responsible	Deadline

Agenda item 13		ANY OTHER BUSINESS	
Discussion: VW requested extra pack to be made available so she can retain copy			
Conclusions:			
Action items		Person Responsible	Deadline
Ensure extra pack is created		NH	ongoing

DATE AND TIME OF NEXT MEETING	
The date and time of the next meeting is TBC - One in each half term and Autumn term meeting to be early	