

**Minutes of the Meeting for the Local Governing Body Meeting on Wednesday 5th October 2016
Meeting held in the Conference Room at 5.30 p.m.**

Present: J Parffrey (Chair), Stewart Biddles, Sam Bone, Debbie Jackson, Kate Mullen, Julie Watson, Emma Illingworth, Emma Florence, Julia Melliush

Autumn 1 01	The chair to welcome the governors to the first meeting of the local governing body for Academic Year 2016/17.	
Autumn 1 02	To receive and sanction any apologies for absence Chris Hartt Mike Blakely - see part 2	Chair to contact MB
Autumn 1 03	To declare and discuss any business interests that may be applicable <i>'conflicts of interests do not just relate to financial benefits but can arise where an individual's personal or family interests and/or loyalties conflict with those of the governing body'</i> Declarations of Business Interests have been returned to the clerk. After a brief discussion there were no conflicts of interest relating to the following agenda items.	Chair
Autumn 1 04	To receive agree and sanction Minutes of the Meeting for the last LGB Meeting The minutes of the previous meeting were agreed, dated and signed as a true record of the meeting.	Chair
Autumn 1 05	To discuss any Matters Arising from the LGB Meeting There were no matters arising.	Clerk
Autumn 1 06	Elect Chair and Vice Chair positions for the LGB <i>If you would like to be nominated for one of the above positions please email the clerk by Monday 3rd September with a brief synopsis of why you would like to be considered</i> Jamie was nominated to continue in the position of chair. He was asked to leave the room whilst the governors discussed the proposal. It was agreed that Jamie had the skills, knowledge and experience to carry out this role and was appointed as chair for this academic year. Jamie accepted. Jo was nominated to continue in the position as vice-chair. She was asked to leave the room whilst the governors discussed the proposal. There was a brief discussion around succession for the chair. It was agreed that Jo was building on her knowledge and gaining experience and was appointed vice-chair for this academic year. Jo accepted.	
Autumn 1 07	Agree to adhere to the Terms of Reference for the LGB The LGB agreed to adhere to the Terms of Reference set by the trustees.	
Autumn 1	Agree to adhere to the Code of Conduct for the LGB	

08	<p>The LGB agreed to adhere to the Code of Conduct set by the trustees.</p>	
<p>Autumn 1 09</p>	<p>Agree to adhere to the Tasks delegated in the Scheme of Delegation to the LGB by the trustees</p> <p>The LGB agreed to carry out the tasks delegated to them from the trustees in the Scheme of Delegation</p>	
<p>Autumn 1 10</p>	<p>To discuss any queries that may arise from the Headteacher's report (including staffing updates)</p> <p>The governors queried the drop in numbers of children eligible for Free School Meals. It was acknowledged that since the introduction to Universal Free School Meals numbers have dropped. Although parents are encouraged to complete forms to check entitlement some still do not. The Governors asked the head how are parents being encouraged to register and were told that an initiative is being carried out to give a £20 high street voucher to any parent who completes a form this week and is valid. Other factors in the decline in eligible FSM entitlements include the change to the way benefits are structured.</p> <p>Stewart was asked to expand on the Challenge Partners Training which Sam Bone, Debbie Weible and he had attended. He went on to say that it is a London initiative that consists of 3 Heads from another area, 1 Lead Reviewer an Ofsted Inspector visiting a school for 3 days and carrying out a Teaching & Learning review. The first day consists of ½ a day meeting with the SLT. The 2nd day with SLT reviewing Teaching & Learning by going into lessons followed by discussion. The 3rd day is a more in depth review. The cost is £ 7.00 per pupil. It has had very positives reviews with the Head of Sherwell Valley being the first in Torbay to join. Stewart went on to say that he would be visiting a school in Hounslow. Debbie in Cornwall and Sam in Dorest. The discussion lead on to the benefits of seeing skills in other schools and identifying areas of excellence which could for example be defined as Art in Oldway due to the Arts mark.</p> <p>Outcomes for children were discussed on how progress is measured based on scaled scores. Stewart explained that by looking as Average Point Scores in KS1 determines an expectation for KS2. Zoe Milligan has been carrying out analysis on why writing results vary so much and has evaluated that children who did not meet the floor standards were mostly down to spelling. The spelling of homophones were often being spelt incorrectly as teachers were focusing on lower order homophones such as their and there. Work is in place on addressing this. Julie was concerned what effect this can have on a dyslexic child. Zoe Milligan has raised this complaint through moderation but the message back was that dyslexia is not a listed disability! The discussion continued on the proposal to boycott the Spring assessments as tests did not reflect interim level.</p> <p>Sam informed the governors that the non-pupil day had gone very well, focusing on values relating to the School Development Plan derived from exploring and consulting on 'what do we want for our children?' There is to be more focus on this at an SLT meeting on Thursday 20th October. The governors are invited to attend. This month's value is 'Independence' following last month's value 'Resilience'.</p> <p>The governors were informed that setting across the school has been removed as research has shown that children do not do as well in English in sets. Guided reading is happening daily in all classes. The governors asked how teachers have responded to these changes and were told that there have been mixed responses one being that it is harder to plan in upper KS2, however there is the advantage of a teacher really knowing their pupils. Another positive response has been teachers enjoying teaching</p>	

<p>Autumn 1 11</p> <p>Autumn 1 12</p> <p>Autumn 1 13</p>	<p>and getting more out of the children, but this takes time. The governors asked how sustainable this is to which Stewart replied that he thinks eventually it will take less time. The benefits for teachers were acknowledged but Jo asked ‘what do the children think?’ Stewart replied that more able children can be frustrated, but depth of understanding is not as good as it needs to be. He went on to say that often the higher ability children are not able to explain their understandability. They follow a process but lack the understanding. Lower ability children have a better understanding .</p> <p>The higher ability children are still being stretched with the chilli challenge up on the whiteboard when they are ready.</p> <p>KS1 phonics is still set.</p> <p>Julie questioned how this will effect the transition process for KS2 to moving onto secondary school? Jo pointed out that there is still some rotation in the afternoon and Emma added that secondary is a totally different environment and that taking responsibility and becoming independent are skills that assist with transition.</p> <p>Insite days have been planned again for this academic year, the first being next Wednesday for Year 2.</p> <p>Stewart informed that governors that he is considering extending the school day by 10 minutes each day to allow for a 2 week half-term. He said the reason for this is to improve attendance by giving the opportunity to parents for a 2 week holiday out of the summer 6 week break. He proposed that this happen in the June break as this is when most holiday requests are received. Jo said that some parents might prefer the October to fit in with the secondary school break. The chair asked if adding 10 minutes to the school day is effective learning time for children? Stewart answered that the 10 minutes would not necessarily be at the end of the day, it would depend where best fits in the timetable for each year group. Julie advised that parents are consulted as to which half-term would be best and told that it is a trial for a year. Obviously the decision is then up to the school as to what is the best option for the children. It was agreed that a decision needs to be made by Christmas to let parents know ready for the next academic year.</p> <p>Governors were invited to go and have a look at the new library which is just waiting to be equipped with books. They were informed that the school needs £16,000 to provide 2 new books per pupil in KS2!</p> <p>To receive update on Safeguarding The governors had received and read the Safeguarding report and had no questions.</p> <p>To receive update on CLA Debbie reported 3 CLA – 2 girls in year 3 and 1 boy in year 5. A discussion followed on how the lack of support in the system has impacted on PEP’s not being in place in the legal time limit of 20 days of the child going into care, as meetings keep being cancelled due to changes in Social Workers and resulting in lack of funding.</p> <p>To receive update on SEND Stewart thanked Sam, Kate and Jo for the successful audit after a 3 hour grilling from the auditor. Sam reported that staffing has been cut due to 9 ECHP children leaving last term. She said that there are a high amount of complex needs children across the bay and the cost of provision is being scrutinized by looking at historical cases to see what works best.</p>	<p><i>Insite day dates to follow</i></p>
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<p>Autumn 1 14</p>	<p>To receive an update on the pupil premium/closing the gap Debbie informed governors that she has been evaluating last year’s spending with Carolyn Bavister which has shown better targeting to specific needs. This will be uploaded to the website. Karen Gannon (School Development Partner) has asked Debbie if she will support another school in this role.</p>	
<p>Autumn 1 15</p>	<p>To receive an update on the Strategic Board/Teaching School Stewart updated the governors on the decision to appoint a Teaching School Lead for an interim period of 2 terms to bridge the gap between Karen Gannon and Wendy Vreony to enable more dedicated time to the role than he can give. He also said that the new structured offer has been well received around the bay.</p>	
<p>Autumn 1 16</p>	<p>Review School Self Evaluation Form To follow with next agenda.</p>	
<p>Autumn 1 17</p>	<p>Agree target for pupil attendance A brief discussion around last year’s attendance figure of 96.2% took place. Kate said that there were varying factors for absence such as illness, holidays and a few consistent absentees. She continues to work with parents on this issue. There is now a door knocking service in place to check on children whose parents have not provided a reason for absence. This has not had to be used to date. It was agreed to set the attendance target at 97.5% for this academic year.</p>	
<p>Autumn 1 18</p>	<p>To receive an update from the Trustees Meeting Update on the trust including the Resignation of the CEO/Head Teacher of Roselands Primary as follows:</p> <ul style="list-style-type: none"> • Debbie Main has resigned as Head of Roselands/CEO – advert for Head of School going out next week. • Mark Franklin-Baker resigned as Chair for Roselands LGB – John Fellows voted as replacement. LGB Roselands stronger with 2 elected parent governors. • Stewart to take on role as CEO from September 2017 for an interim period of 2 years. • White Rock have put in formal request to join MAT. We have accepted. • Other schools around the bay still looking to join MAT. • Withdrawn from Free School Application due to the change in initial offer 	
<p>Autumn 1 19</p>	<p>To report on Health & Safety No real concerns to report. An additional gate has been ordered to be erected around the side of Gibson Hall to prevent children leaving the site through the hall fire exit. The Music Room continues to be a bone of contention. A ‘Just Giving’ donation has been set up for parents and the community to donate if they wish. Julia expressed her thoughts that it is not inspiring and is lacking in pizzazz.</p>	
<p>Autumn 1 20</p>	<p>To agree monitoring roles and responsibilities in the following areas from the SDP:</p> <ul style="list-style-type: none"> • Outcomes for Pupils – E Illingworth • Teaching, Learning and Assessment – Jo Florence, S Bone • Personal Development, Behaviour and Welfare – J Watson, K Mullen • Leadership and Management – C Hartt, S Biddles • Early Years Provision – J Parffrey, D Jackson <p>The governors agreed to continue in their monitoring roles.</p>	

Autumn 1 21	AOB Date of next Meetings: Wednesday 7 th December at Oldway moved to 4.45 p.m. due to the Christmas performance. All governors invited to watch performance.	
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Signed

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Dated 7th December 2016