

Minutes for the Local Governing Body Meeting on Wednesday 7th December 2016
Meeting held in the Conference Room at 4.45 p.m.

Present: Jamie Parffrey, Julia Melliush, Chris Hartt, Stewart Biddles, Sam Bone, Kate Mullen, Debbie Jackson

Autumn 2 01	<p>To receive and sanction any apologies for absence Apologies received for Julie Watson, (Emma Illingworth – resigned), Jo Florence</p>	Action/Update
Autumn 2 02	<p>To declare and discuss any business interests that may be applicable in accordance with the governors handbook January 2015 <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> After a brief discussion there were no declarations of conflicts of interest.</p>	
Autumn 2 03	<p>To receive agree and sanction Minutes of the Meeting for the last LGB Meeting The minutes were agreed, signed and dated as a true record of the meeting.</p>	Mins of prev meeting agreed
Autumn 2 04	<p>To discuss any Matters Arising from the LGB Meeting The chair informed the governors that Emma Illingworth had resigned with immediate effect. The governors agreed that Emma has been a fantastic governor contributing her knowledge, experience and time to the school. She will be missed. Thank you Emma for all your support.</p> <p>There was a brief discussion around the succession of the local governing body and It was agreed to hold a parent election to elect 1 parent governor in January.</p> <p>Stewart informed the governors that the consultation was going out to parents in January regarding the suggestion for an extended school day.</p> <p>Stewart gave a brief up-date as follows:</p> <ul style="list-style-type: none"> • Strategic Board – Lisa Toms appointed for 2 terms • Chris O'Connor has been appointed as Head of School at Roselands to start from September 2017 (temporary head appointed for 1 term) He will be meeting with Stewart, Debbie and some SLT members at Thurlestone to familiarise himself with the school structure etc. 	<p>El resigned</p> <p>Parent Gov 1 vacancy – nomination letter out</p>
Autumn 2 05	<p>To discuss any queries that may arise from the Headteacher's report (including staffing updates) To receive update on Safeguarding Jamie thanked Stewart for a comprehensive Headteacher report.</p> <p>Julia asked the head to explain how the extra 10 minutes per day will work if the school day is extended. Stewart replied that the extra 10 minutes per day would be added onto the morning session to give more time as teachers are finding it difficult to add the required extra handwriting, grammar, reading spelling and</p>	Consultation to staff & parents out

	<p>table sessions without impacting on the broad and balanced afternoon curriculum. He went on to say that the reason for favouring linking the week to the June half-term is to improve attendance as the school receives a large number of holiday requests at this time. A consultation is going out to parents and staff in January before a decision is finalised.</p> <p>It was acknowledged that Matt Todd will be leaving at Christmas and Tricia Bowld an experienced teacher is joining the year 1 team.</p> <p>A brief discussion followed on staff sickness that is currently quite high at the moment for various reasons. The governors were informed that Claire will be looking into the pros and cons of staff absence insurance next term.</p> <p>The governors went on to discuss the pupil progress meetings that have taken place with every teacher. Chris asked what the next step would be if a year group consistently did not make the expected progress. Stewart replied that in this situation they would need to look at the teaching, but teachers currently do have a clear understanding of the expectations around their year group.</p> <p>Stewart informed the governors that year 6 had taken the reading SATs from last year to give time to react – 22/86 at expected standard at this time last year resulting in 68% at the end of the year. Stewart feels positive that year 6 are already ahead of this time last year, however the national average will rise.</p> <p>Stewart went on to talk about the Challenge Partners experience which proved to be a challenging couple of days which resulted in a positive learning curve. It identified what is working well in classrooms and what can be done better. Pupil premium intervention is good and came out as a strength along with an excellent SLT. Behaviour across the school was seen to be exemplary. They identified rapid progress in some areas but was graded good across the board. Progress needs to be improved. The head had already identified these areas and is working in embedding the improvements into the school.</p>	
<p>Autumn 2 06</p>	<p>To receive update on CLA</p> <p>The governors received the comprehensive CLA report which detailed relevant teacher training, their role and active policies. No questions were raised by the governors concerning the content of the report. Debbie added the following key points:</p> <ul style="list-style-type: none"> • Challenge Partners identified the Nurture provision in the school as a real strength as an area of excellence • Autism group into the 2nd year with more bespoke training for staff so more children will go through the assessment process • Jan Galloway is leaving and will be replaced – see what are the pupil needs • Lego therapy training – this is a specific approach to a focused intervention <p>Thank you to Debbie Jackson.</p>	
<p>Autumn 2 07</p>	<p>To receive update on SEND</p> <p>The SEN audit report was emailed to the governors.</p> <p>Sam informed the governors that Nick Harman had gained the ESafety 360 award – Oldway being the first school in the bay to achieve this. There was a brief discussion around ESafety and how it is taught in school through assemblies etc. On the whole children have a strong internet connectivity awareness.</p>	<p><i>ESafety 360 award – first school in bay</i></p> <p><i>3 day residential proposed for pp</i></p>

Autumn 2 08	<p>To receive an update on the pupil premium/closing the gap Already covered in Headteacher report. There is a proposal to have an additional 3 days residential for pupil premium children during the Easter break as a top up provision.</p>	<i>children</i>
Autumn 2 09	<p>To receive an update on the Strategic Board/Teaching School A Teaching School Lead has been appointed (Lisa Toms) for the spring and summer terms - Her remit is to ensure the offer is delivered; enhance the offer with additional activities (including secondary); and carry out work on teaching school branding. The first bids for the innovation fund were approved at the last Strategic Board meeting. One bid is to develop an e-safety hub along with online safety champions in the schools involved, another is relating to early years working with PVI's and the final bid is to work with classroom videos to support teacher development. Stewart has asked Lisa to look at branding on flyers, logos etc.</p>	<i>Rebranding is in final stages and should be complete by the start of Feb with all web-sites up-dated</i>
Autumn 2 10	<p>Review School Self Evaluation Form/SDP Stewart informed the governors that he is working on the SEF/SDP with the SLT. It has been changed very slightly to include some percentages. The SEF has been slimmed down and made more pertinent. There is a need to show what we have done and what works well and why. Looked at provision – new library – new books. Stewart added that he will run a data dashboard session in early February. Details to follow.</p>	<i>Data-dashboard/Raise-on-line Tues 21 Feb – 9.00 a.m. – details to follow</i>
Autumn 2 11	<p>To receive an update from the Trustees Meeting Update on the trust including the appointment of Head of School for Roselands The chair up-dated the governors on the following key points:</p> <ul style="list-style-type: none"> • Debbie Main leaving Roselands • Restructure of the main administration roles across the MAT • Final accounts submitted, approved and excellent • Roselands developing their playground equipment • Oldway have a new library, books and an electronic indexing system • OSF Christmas Market a huge success • Chair and Claire attended training day in Bristol • Still liaising with other schools who are considering joining our MAT 	<i>Finance post & Operations & Pupil Support Manager post advertised</i>
Autumn 2 12	<p>To report on Health & Safety Health and Safety walk about taken place – no major issues</p>	
Autumn 2 13	<p>To receive report on monitoring roles and responsibilities in the following areas from the SDP:</p> <ul style="list-style-type: none"> • Outcomes for Pupils – (E Illingworth) – Julia Melliush to replace • 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 	<i>JF met with SB on 18/1/17</i>
Autumn 2 14		<i>JP met with DJ on 19/1/17</i>
Autumn 2 15	Agree the revised Homework Policy	<i>Revised Homework Policy attached</i>
Autumn 2 16	Agree the revised Home School Agreement	<i>Revised Home School Agreement attached</i>
	AOB – all welcome to watch the school performance 'The Apprentice' – starting at	

	6.00 p.m. Date of next Meetings: Monday 6 th February 2017	
--	---	--

A handwritten signature in black ink, appearing to be a stylized 'A' or 'G' with a horizontal line through it.

Signed:

Dated: 6th February 2017