

LIONEL WALDEN PRIMARY SCHOOL

Minutes of a meeting of the Board of Governors of Lionel Walden Primary School held on Wednesday, 15th June, 2016 at 7.30 p.m. at the school.

<u>Present:</u>	Jo Dale (Chair)	Co-opted Governor
	Sally-Anne Barnard-Taylor	Headteacher
	Caroline Buckle	Parent Governor
	Veronica Cronin	Co-opted Governor
	Sarah Gowler	Parent Governor
	Mel Hart	Parent Governor
	Andy Naughton	Local Authority Governor
	Kay Naughton	Staff Governor

In attendance:	Natalie Bayes	Associate Governor
	Lynn Clarke	Clerk to Governing Board

DECLARATION OF PECUNIARY INTERESTS

All Governors present declared that they had no pecuniary interests in the matters being discussed.

MINUTES

The Minutes of the meeting held on 4th May, 2016 were approved and signed as a true record.

MATTERS ARISING

Bronze Active Mark Application - Mrs. Buckle asked what progress had been made with this. It was reported that following receipt of the application, the Witchford Sports Partnership have queried some points of information. These queries had been answered and we are waiting to hear about the next stage of the process.

Space Rocket Seeds - Mrs. Buckle asked if these had been successful. Mrs. Bayes reported that the seeds had grown well and we had submitted our results and we are now waiting to find out which ones had grown most successfully.

Hong Kong Education Bureau Visit - Mrs. Gowler asked for feedback on the visit by three members of the Hong Kong Education Bureau. Mrs. Barnard-Taylor reported that this visit had been organized by the regional lead for SEND, Angela Scott, with the emphasis on how SEND provision is organized in British schools. The visitors were in school all morning and Mr. Harfield explained in details everything connected with his role as SENDCo. They were very impressed with all that they saw and presented the school with a paperweight. Angela Scott then emailed to say that the visitors had been very complimentary of the school.

HEADTEACHER'S REPORT

STAFFING

Teaching Assistant Alison Lee tendered her resignation with effect from 8th June. Alison has been at Lionel Walden for fourteen years. She was thanked for her hard work and commitment and was wished well for the future in her new home 300 metres from the sea! Siobhan Cotter, who resigned at Easter to relocate, will be returning! Teresa Weare and Rachel Slater, who are temporarily covering staff absence, will be continuing as Teaching Assistants.

There have been no resignations from teachers - all will return in September!

Mr Harfield is hosting a visit from three members of the Hong Kong Education Bureau on 13th June. They are interested in how SEND provision is organised in British schools. The regional lead for SEND, Angela Scott, has organised the visit.

CONTINUOUS PROFESSIONAL DEVELOPMENT

All staff continue to receive in-house training and attend external courses and briefings, linked to School Priorities and the needs of individuals, with Lynn maintaining a record. Recently, this has included paediatric first aid training for some staff; this is in addition to the basic first aid training which all staff receive.

CURRICULUM

Consideration is being given to our curriculum, as we approach the end of the academic year, so that any amendments or changes can be implemented for September. Our curriculum for this term includes International Week which always makes a huge impact on pupils' learning. All corridor displays have been changed this week to showcase our work during International Week. We also have Walk to School Week for everyone and pedestrian training for Year 3. Our Year 6 pupils benefit from a Health topic which includes Sex and Relationships Education (SRE), Bikeability and a busy transition programme which involves pupils visiting their respective secondary schools and staff coming to visit them and lead lessons at Lionel Walden. Learning is also enhanced by class trips which, this year, include visits to South Angle Park Farm, Wandlebury Country Park, Flag Fen, Duxford War Museum, Hunstanton Sea-Life Sanctuary, the British Museum in London and CadburyWorld - all of which relate to class topic work. *Mr. Naughton suggested that perhaps an educational visit to the Houses of Parliament might be beneficial, linking with British Values.* A further Mathematics Workshop is being held for parents of pupils in Pre-School and Reception and a Cyber-Café is being opened for an afternoon for pupils and parents of pupils in Years 5 and 6. A team of four mathematicians entered the 2016 Year 5 Maths Challenge - the heat being held in Chatteris. As the team

came second, they now head to Duxford on 4th July for the final! Our annual Sports Afternoon ran smoothly and was a great success with eighty-four races! The whole school and Pre-School joined together on the field on 9th June to mark and celebrate our Queen's 90th birthday with afternoon tea and games. Please visit our school website for further information and photographs.

STANDARDS

Foundation Stage

Target: 75% of pupils to achieve Good Level of Development (GLD) - on track
Year 1

Target: 85% of pupils to achieve Phonics Check - on track *(the Phonics Check started today and we have received two on-the-spot visits by members of the Local Authority)*

Year 2

Target: 50% of pupils to pass Phonics retake - on track

End of Key Stage 1

85% of pupils are on track to achieve national expectations in Reading, Writing and Maths - this is not a combined figure.

End of Key Stage 2

Our target of 85% to achieve national expectations in Reading, Writing and Maths (not combined) - is optimistic given the criteria shared by advisers at moderation meetings.

Relevant staff have attended moderation meetings and training sessions in respect of the statutory assessments which take place this term. Our Key Stage 2 Writing is being moderated by two external moderators on 15th June. This year has been particularly challenging for staff and pupils as the expectations of what pupils should achieve has increased significantly. There has been widespread uncertainty across the County due to the new changes! However, staff and pupils have continued to work very hard - the Year 6 displayed an extremely positive and calm attitude during SATs week. *(Following the moderation visit today, the comments on the presentation and range of work were positive, however, 'Writing at Greater Depth' is very challenging - equivalent to a previous Level 6 - those pupils whose work was moderated were deemed not to be at this higher level. Mrs. Harrison has attended training sessions and taken part in local cluster in-house moderation). Mrs. Dale questioned how many schools are being moderated and it was noted that this is 25% of all schools. It was reported that a letter was sent out to parents explaining the changes in how the tests have been organized this year and a further letter will be circulated with the Annual Report.*

SAFEGUARDING

The LA Safeguarding Review scheduled for 20th May was postponed by the LA due to personal circumstances. It will now take place on 16th June.

Jackie McBeath is organising a 'Cyber-Café' e-safety workshop afternoon in July for parents and pupils in Years 5 and 6.

The NSPCC came into school in May to lead separate 'Stay Safe, Shout Out' assemblies for pupils in the two key stages. They are returning next week to complete further work with pupils in Years 5 and 6.

PUPIL PREMIUM

Pupil Premium (as at 08.05.16) - 29 pupils are in receipt of PP funding (a pupil in receipt of FSM joined the school on 07.06.16) - 2 pupils fall into two categories:

YEAR	LAC	SC	FSM	FSM6	TOTAL
R	1		1		2
1		1	3	2	6
2	1	1	2		4
3			2		2
4	1	1	3	2	7
5			1	3	4
6			1	5	6
TOTAL	3	3	13	12	31

Pupils are continuing to be closely monitored and their progress tracked. Separate sheet to be provided.

SCHOOL DEVELOPMENT PLAN PRIORITIES

The six main areas are:-

- To develop and extend our teaching of Mathematics
- To develop new assessment procedures
- To extend the inclusion of British values and SMSC (Social, Moral, Spiritual and Cultural) Education within our curriculum
- To develop a new school website
- To enhance lunchtime provision for pupils
- To continue with Teaching School activities

Progress:

The SDP continues to be reviewed and updated with good progress being made in all six areas. A further governor monitoring visit has taken place - separate agenda item.

TEACHING SCHOOL

When there is a change in Headship of a Teaching School, the NCTL conduct a Review of Designation. This involves the completion of a Succession Plan/Statement outlining the continuity of the activities and also confirmation that the Headteacher and Governing Board are committed to the Teaching School's continuation. We have been successful in retaining our Designation!

We now have a new Fenland Teaching School Alliance website which is clearer and easier to navigate. There is a link to it from the homepage on our school website. Alison Chandler will update this new website on a regular basis.

School Direct Initial Teacher Training - 100% of trainees have secured teaching posts for September

Specialist Leaders of Education - we are currently running a recruitment process - two applications have been received and will be interviewed.

School to School Support - successful bids have been made to support development within other schools

PREMISES

The improvement in the maintenance and upkeep of the school grounds is being noticed and commented on by parents and visitors. Mr Mason is ensuring the field is being kept to an appropriate length. He does not paint lines but Team Naughton came to the rescue for Sports Afternoon and the running track was measured out and painted with ultimate precision! Thank you! The refurbishment of the library is planned to start in the first week of the Summer holiday. We are still awaiting the tree survey results.

AUDIT OF GOVERNING BODY EFFECTIVENESS

Governors had received a blank copy of this self-checking tool, which acts as a skills audit. Each section was discussed in detail - 'Strategic Direction'; 'Accountability of School Performance'; 'Efficient Use of Resources', and 'Training'. The emphasis is on challenge. Veronica Cronin asked how often Governor Monitoring Visits should take place and it was agreed that once a term would be an acceptable arrangement. If a group of governors could visit together to carry out a Learning Walk, this would be very useful. Veronica asked if a Learning Walk could be carried out after this meeting to look at the new displays and this was agreed. Mrs. Barnard-Taylor informed Governors that they are always welcome to visit. The completed skills audit would be circulated to Governors for their comments before forwarding to the Local Authority.

ATTENDANCE

The Education Welfare Officer has visited today. Our overall attendance is currently 96.4% which is the second highest in the local cluster of schools. We are still receiving requests for absence due to holidays and these are being unauthorized. *Mrs. Buckle asked how successful recent meetings have been with parents of children with low attendance levels. It was reported that these have gone quite well and the attendance of these children has improved.*

SCHOOL MEALS

The cost of our school meals has been £2.00 for several years and with ever increasing costs, it was proposed that an increase be implemented. After discussion, it was agreed that a school meal be increased to £2.10 as from September, 2016, and then £2.20 as from September, 2017.

GOVERNOR MONITORING REPORT

Mrs. Naughton had carried out a Governor Visit with the focus on Premises and Health and Safety. The purpose of the visit was to discuss recent updates and improvements to the premises in respect of Health and Safety and any policies concerned with this. This included improvements to site security, carrying out of risk assessments, fire drill/invacuation practices and improvements to the premises. Other subjects reviewed were arrangements for first aid and supporting children with medical conditions, reporting of accidents, Safeguarding and Child Protection, e-safety, educational visits, and portable appliance testing. *Mrs. Buckle asked if risk assessments are carried out for educational visits. It was confirmed that we carry out our own risk assessments for all visits as well as reviewing the risk assessments supplied by the visit venue.* All updated policies are on the school website. Everyone agreed that the school building and grounds looked cared for. A copy of this Governor Monitoring report would be circulated to all Governors.

ACADEMISATION

Following the Government's change in direction in respect of schools becoming academies, we now have more time to decide what is the best direction for Lionel Walden Primary School. There is really no consensus within local schools about what is the best decision to make. The Local Authority would prefer it if schools were to maintain the status quo for the time being. Mrs. Barnard-Taylor reported that we are part of a group of local schools (Benwick, Thomas Eaton and Westwood) who are working together to share good practice. This item would be kept on each agenda of Governing Board meetings.

TRAINING REPORT

- Andy Naughton has attended an 'Introduction to Safeguarding' session. It is important that Safeguarding continues to be included on the agenda of these meetings.
- Sarah Gowler has attended an Early Years Governor Network session. This covered the updated Early Years Quality Framework, Early Years Pupil Premium, assessments in the Early Years and transition to Reception.
- Several governors had attended a termly workshop which mainly covered the new curriculum.
- The termly briefing was also well attended which focused SEND.

DATE OF NEXT MEETING

Wednesday, 14th September, 2016 at 7.30 p.m. at the school.

There being no further business, the Chairman closed the meeting at 9.10 p.m.
All Governors were invited to take part in a Learning Walk around the school.

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Chair

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Date