

LIONEL WALDEN PRIMARY SCHOOL

Minutes of a meeting of the Governing Body of Lionel Walden Primary School held on Wednesday, 16th September, 2015 at 7.30 p.m. at the school.

<u>Present:</u>	Jo Dale	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 Body

APOLOGIES FOR ABSENCE

Under this item, it was reported that Debbie Williams, who is currently a Co-opted Governor, has tendered her resignation from the Governing Body due to an increasing workload. In her letter, she thanked all the staff at the school and everyone on the Governing Body for their support over the years. A letter of thanks would be sent to Debbie. Everyone was asked to think about how this vacancy could be filled. The right person needs to have skills that can offer the Governing Body help in the strategic development of the school.

It was also reported that Margaret Dunham, a recent Governor at the school, has suffered a serious heart attack. Mrs. Barnard-Taylor has visited her, delivering flowers on behalf of the school.

DECLARATION OF PECUNIARY INTERESTS

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

APPOINTMENT OF CHAIR

Kay Naughton proposed Jo Dale. This was seconded by Veronica Cronin and Mrs. Dale was duly elected.

APPOINTMENT OF VICE CHAIR

Jo Dale proposed Andy Naughton. This was seconded by Sarah Gowler and Mr. Naughton was duly elected.

APPOINTMENT OF SUB-COMMITTEES AND NAMED GOVERNORS

As in the previous year, it was proposed that there should be named Governors linked to the six main priorities in the School Development Plan. Each priority is being led by a member of the teaching staff that would be a point of contact for the link Governor. All those present agreed that this was a positive way forward. Link Governors were agreed as follows:-

<u>Priority</u>	<u>Link Governor</u>	<u>Lead Teacher</u>
Teaching of Mathematics	Kay Naughton	Sarah Harrison
Assessment Procedures	Caroline Buckle	Natalie Bayes
British Values	Jo Dale	Natalie Bayes
Development of Website	Andy Naughton	Sally-Anne Barnard-Taylor
Lunchtime Provision	Mel Hart	James Harfield
Teaching School	Jo Dale	Sally-Anne Barnard-Taylor

Named Governors

Special Educational Needs and Disabilities - Veronica Cronin (nominated by Jo Dale and seconded by Caroline Buckle)

Under 5's - Sarah Gowler (nominated by Andy Naughton and seconded by Veronica Cronin)

Children's Health - Jo Dale (nominated by Caroline Buckle and seconded by Kay Naughton)

Pupil Premium - Jo Dale

Safeguarding - Jo Dale

Finance Committee

Andy Naughton, Sally-Anne Barnard-Taylor, Sarah Gowler

Appointments Committee

Sally-Anne Barnard-Taylor, Jo Dale, Caroline Buckle

School Improvement Committee - Sally-Anne Barnard-Taylor, Kay Naughton, Veronica Cronin, Mel Hart

Discipline Committee

Caroline Buckle, Veronica Cronin, plus one other

Appeals

Andy Naughton, Kay Naughton, Sarah Gowler, Mel Hart

There has to be a greater number of Governors on the Appeals Committee than the Discipline Committee. The Chair, Headteacher and Deputy Headteacher cannot sit on either of these two committees in case of prejudice.

MINUTES

The Minutes of the meeting held on 17th June, 2015 were approved and signed as a true record.

MATTERS ARISING

Life Education Centre - Mrs. Buckle asked about the reduced funding for the PHSE service, and in particular the Life Education Centre and what effect this would have on the school. It was reported that the PHSE service would still provide the necessary curriculum work and the staff training that we subscribe to. The reduced funding would just mean that the Life Education Centre might not be as available as previously.

Governor Visits - Governors were given more information on visits into school. Each Link/Named Governor should come into school once a term to speak to the teacher linked to the subject and/or priority they are reporting on. Then an observation and tour of the school should be carried out. The first point of contact should be with Mrs. Barnard-Taylor, when a focus for the visit should be agreed on. Mrs. Buckle asked how long a visit should last. It was thought approximately an hour should be sufficient. Feedback should then be given to the full Governing Body.

Year 6 Playleaders - Mrs. Buckle asked how this new initiative was working. Training has been given to the playleaders together with the Midday Supervisors but it will not take proper effect until after the Reception children are settled in at lunchtimes as the Year 6 are currently supporting these children at this time.

Ipad Training - Mr. Naughton raised the question of Ipad training and whether this had been useful. It was reported that the Ipads are being used all the time, particularly in the classrooms. There will be further training for Teaching Assistants who feel they need additional help. There is also an after school Ipad club which has proved very popular which includes producing film clips and story strips. Following the Ipad training, all teachers and teaching assistants filled in evaluation forms, stating what else they felt was needed in this area. The next target is to obtain apps and at the moment, this is time consuming.

Training Courses for Governors - The new training programme for this academic year will be circulated to Governors. Several Governors have already booked on the termly briefing. The Autumn termly workshop is on 17th November at the Oliver Cromwell Hotel.

List of Policies - Mr. Naughton asked about policies. There is a statutory list of policies that must be included on the school's website. We are currently reviewing the school's Complaints Policy.

HEADTEACHER'S REPORT

This had been circulated prior to the meeting and matters arising from it were discussed:-

Staffing - Three new teachers had started at the school. All have begun the induction process and have made a very good start. Everyone at the school has been supportive in assisting them. Mrs. Nell is still on maternity leave. She has continued to be involved in school activities and informed of all developments. Miss Atkinson has received confirmation that she has successfully completed her NQT year.

Continuous Professional Development - 12 members of staff are booked in for First Aid training in November and then all staff will then have a current certificate. As part of a continuing programme for Headteachers, Mrs. Barnard-Taylor has attended a session on Managing Sustainable Improvement. Mrs. Dale and Mrs. Barnard-Taylor successfully completed the Safer Recruitment training in July.

Admissions - Following a successful parental appeal for a Reception place, we now have 31 in this year group. Last week, we also lost a Year 4 appeal, so there is now 35 in that year group. This will have serious implications next year in class organization. The Reception children have all settled in very well with the help of the Year 6 pupils at lunchtime.

Curriculum - Amendments have been made to topics for the new academic year. More opportunities have been included for the promotion of British Values and Social, Moral, Spiritual and Cultural education. These will shortly be uploaded to the school's website.

Standards - Jan Stone, the LA adviser, visited the school recently to carry out a Pupil Premium audit and Work Scrutiny. She looked at various examples to see the progress that individuals had made. She was extremely positive about the work being carried out and the position of the school. The Pupil Premium audit highlighted how the school uses the funding to secure positive outcomes for all eligible pupils. Progress is carefully tracked and the Headteacher was able to discuss case studies and histories of all Pupil Premium pupils. All four Year 6 Pupil Premium pupils made at least expected (two levels) progress, with one making three levels progress in Reading and one making three levels progress in Writing. Mrs Dale also attend this meeting with Jan Stone. The Work Scrutiny showed very good progress across the school with pupils clearly applying skills including handwriting and presentation. Pupils take great pride in their work. Work Scrutiny has been carried out in school by Mrs Barnard-Taylor for several years.

The Leadership Team and Early Years practitioners from another Cambridgeshire school visited this week to participate in a Learning Walk and discuss teaching and learning throughout the school but with an emphasis on Pre-School provision. They were very complimentary about many aspect including the work ethic, pupils' positive attitudes to learning, presentation of work and displays in classrooms and corridors.

The Foundation Stage moderation took place recently to check the accuracy of the judgements for the Early Years Foundation Stage Profile. The evidence demonstrated that all essential criteria was met and the work had been levelled as it should have been. External verification confirmed that the practitioners' judgements were 'accurate and in line with exemplification'.

2014-2015 Data

Early Years Foundation Stage - Last year (2014), the percentage of children reaching the Good Level of Development was 60%. This year, the target was 70% and the actual number of children reaching the Good Level of Development was 74% which is a good increase. The lowest marker was Writing.

Phonics Check - 8 children in Year 1 (out of 35) didn't reach the target. This is the same 8 children who didn't reach the Good Level of Development when they were in Reception. These children will receive support and will be re-tested in Year 2.

Key Stage 1 - Our target was for 32% of children to attain Level 3 in Maths. 35.7% of children actually succeeded this target which is very good. It was a very good set of results. All boys reached Level 2+. The focus is now on Level 2B+ and challenging the more able.

Key Stage 2 - A significant number of children in this cohort achieved three levels progress. Three pupils missed attaining a higher level by one mark. A review of the marking was requested for each of these and despite being extremely optimistic for two, they were not successful. The school has received a letter from the Director of Learning in Cambridgeshire, congratulating us on our achievements. It was reported that our teaching of Maths is being extended this year with more emphasis on application and problem-solving, hence its inclusion as a key focus within the School Development Plan. A new scheme and additional resources have been purchased following research into schemes and equipment which complement the New Curriculum.

Parent Questionnaires - At the end of last term, a questionnaire, based on Ofsted questions, was circulated, asking parents to tell us what they think we do well and what they think we do badly. Overall, the results were very positive. Individual parents are being invited in to discuss suggestions and comments which are unique to them. The results were circulated and the responses gone through. We are participating in the National Anti-bullying Week in November, in order to make children more aware of situations, including Cyber-bullying and internet safety, and reminding them they must tell someone when situations arise.

School Priorities - The School Development Plan outlines the strategy for further developing and improving the school. The key targets have been decided upon and 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

All Governors were asked to send Mrs. Barnard-Taylor a short profile about themselves to include on the school's website.

Lions' Den Out of School Club - At the end of June, an unannounced Inspection took place. They were graded 'Outstanding' and received very positive feedback. This result was a credit to all staff working at the club.

Teaching School - The NQT programme was very successful and another one is being run this year, together with a programme for RQTs. An Outstanding Teacher Programme is taking place at Lionel Walden with 10 teachers participating.

Premises - One of the managers of Groomfields has now visited. This organization is very short staffed. He apologised for the low level of service. We are paying quite a lot of money for a poor service. Alan Mason, a local groundsman, has expressed an interest in maintaining the field and cutting the hedges. It was agreed to give notice to Groomfields and trial Mr. Mason.

SCHOOL DEVELOPMENT PLAN

This had been circulated prior to the meeting and is an executive summary of the priorities for 2015-2016. As much of this had already been covered earlier in the meeting, the Governing Body adopted the School Development Plan for 2015-2016.

DATE OF NEXT MEETING

Wednesday, 11th November, 2015 at 7.30 p.m. at the school.

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Chair

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Date