

Ashton Hayes Primary School

Governors Meeting

Meeting of Sub Committee B Part One	Term: Summer 2016
Place: Ashton Hayes Primary School	Date: Thursday 5th May
Present: Mrs Sharon Varey (Chair) Mr Matt Hover (Head) Mrs Vanessa Cuthbert Mrs Margaret Papworth Mrs Ann Lowry Mrs Ruth Mason Mr David Wilson (representing Sub A)	Apologies: Mrs Pauline Tilley
	In Attendance: Ms Vivien Couche (Clerk)
	Observers: Miss Linda Corker (Deputy Head)

Item	Minute	Action	Date
1.0	Apologies and Correspondence Apologies for absence from PT were noted and accepted. No correspondence.		
2.0	Matters Arising from the Minutes of the Spring Term <ul style="list-style-type: none"> Item 5.2: <i>SV queried the success of the recent Online Safety evening</i>, which LC reported as very good. 24 had attended including some from other schools within the Cluster. It prompted good discussions and feedback, with the speaker receiving enquiries for future events. Item 5.2, <i>AL queried whether the provision of further Faith examples e.g. through a visit to a Mosque had yet been undertaken</i>. MH reported that this had not yet happened but is being planned for. On Safeguarding, <i>AL flagged the importance of ensuring direct access to the school for a fire engine and the issue of cars occasionally being parked in front of the gates to the field</i>. MH noted this and will ensure this message regarding safe parking is communicated to staff and visitors. 	MH MH	 7/7/16
3.0	Curriculum 3.1 Monitor progress of the School Improvement/Development Plan re teaching, learning and achievement (Spring Term Data) <ul style="list-style-type: none"> SV reminded Governors of the 3 C's (clarify, challenge, comment) for this item. <i>RM commented on the high percentage of children who are below or well below ARE in Maths in Year 1</i>. MH clarified that there are 3 children who have additional needs in this class and that this data was captured in March, so further progress would be expected by this term. <i>SV queried why just 68% of Year 1 were At or Above ARE, where in other Year Groups the percentage at this level is much higher</i>. LC commented that this is a typical assessment, given that this is very much a transition term for Year 1 and substantial progress is made during the Summer Term. SV recalled that the same situation had been queried and commented upon at the same point in the prior school year. Regarding Writing, SV queried the context of progress being made in this area, which showed a relatively high proportion just below or well below ARE. MH gave the context of the new focus on handwriting, spelling and grammar in assessing whether the child has met ARE. Governors discussed this and noted the difficulties e.g. for children with Dyslexia. RM requested a copy of the Writing Exemplification document, which MH advised he had previously shared. Clerk to resend. MH confirmed that he and Mr May had attended Moderation Training recently, where the importance of spelling accuracy had been clearly emphasised. Discussion continued regarding balancing creativity and the achievement of SPaG objectives. MP noted the importance of children having the opportunity to apply this learning e.g. through creative writing. 	Clerk	Complete

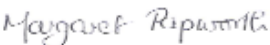
Signed:  Chair of Governor

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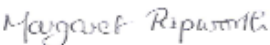
Dated : 1/12/16

<ul style="list-style-type: none"> • SV continued to question why 20 out of 22 children in Year 4 were well below or just below ARE in Writing. MH clarified that it is still possible for children to be on track for meeting ARE by the end of the year and repeated that this data related to March, not the current date. He commented that progress this term is rapid. VCu also clarified that typically pupils are only meeting ARE by the end of the year, not before then. This is different to how Levels were previously reported and measuring progress between two different systems is difficult. • AL queried what Talk for Write does in terms of its impact as a programme. MH elaborated on this system that essentially requires that children speak and discuss their ideas before writing them down. It is a system which supports auditory learners and, VCu continued, makes use of repetition and story-telling. It can be used with every Year Group. • AL queried Alan Peat and whether this is the same as Talk for Write. MH described Alan Peat as a progression from Talk for Write, making use of exciting sentences e.g. BOYS (but, or, yet, so), Drop In clauses and 3 As (adjectives) sentences. 		
<p>3.2 Ofsted Update; AHPS Priorities 2015-16</p>		
<ul style="list-style-type: none"> • Governors thanked MH for providing a useful summary document prior to the meeting, noting its connection with the SEF. MH described some challenges in the use of Pupil Asset but school is making progress with this. Support sheets have now been provided to staff, MH will circulate these. MH highlighted the phenomenal achievement with EYFS, with some on course to be exceeding in Writing. Building on a good intake of children, VCu has developed enhanced provision as a team within EYFS, which is flowing really well. • From the SEF, MH advised that the Differentiation Review and the Science Provision review have not yet been carried out. Actions to be carried forward. • MH commented on the positive impact the ERASMUS visits made by JP, DM, BC and CW had made on French teaching and cultural diversity throughout the school. AL queried whether the teachers from the French school will visit Ashton Hayes, which MH reported as very likely. JP is in regular contact with the staff from École de Chêne in Garidech. VCu will probably be visiting there in October. • Regarding Writing in Topic and Science, MH described good evidence of this, but it is harder to assess this area in Maths. He noted that Progression for Writing is reported on the school website. • Regarding Computing Progression, MW has now met with BC and Mark Aston, and he will report back on this area at the next FGB meeting. These were useful meetings and MW was impressed by BC's knowledge. 	MH	
<ul style="list-style-type: none"> • Regarding Behaviour, MH reported that this is Outstanding in all aspects including Learning Behaviour. This assessment has been ratified by the SIP and the ASIA. MH is developing a system where children who have lost their playground passport have the opportunity to reflect on what contributed to this and plan to remedy their actions. • Governors discussed scheduling a Working Party to focus on school key Strengths and Weaknesses following the recent INSET day on Ofsted, with staff input. MP summarised that a question frame is needed, which can be taken to a Staff meeting. Focus would be on identifying key priorities; celebrating the positives and highlighting issues for the SSDP. Governors agreed to use a September INSET day for this. MP, AL, and SV to plan the questions beforehand and to circulate a date to work on these. 	MW	7/7/16
<p>3.3 KS2 Tests Progress and Attainment</p>		
<ul style="list-style-type: none"> • SV highlighted the Standards and Testing Agency booklet circulated to Governors, which included useful examples. MH summarised the key changes for KS1&2, describing sample tests and how they are scored. For KS1 Tests, MH reported these will be done in May, one each week. They are described to children as a special quiz, not tests. MH reported that Science tests will take place in some schools this year but not here, all schools will have them next year. AL queried how VCu helps Teachers to understand and teach the 	MP	7/7/16

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	<p>Science curriculum. VCu clarified her approach, noting the process of teaching and assessment, as well as the considerable time at Staff meetings planning this.</p> <ul style="list-style-type: none"> MH clarified the meaning of scaled scores, noting that 100 = expected standard for ARE. Raw scores are converted to scaled scores. RAISE Online will also be changing next year. MH clarified the KS1 Interim pre Key Stage standard, describing where children are not yet at ARE, the terms used: Foundations; Early Development and Growing Development. MH checked Governors understanding of terminology and assessment. He also clarified how the School Progress measure is calculated, noting that in future, the Floor Standard will move from 65% to 85%. Governors reflected on the challenges of applying the new framework and on how nurture is the real key to growth. <p>3.4 Statutory Attendance Targets</p> <ul style="list-style-type: none"> MH showed Governors the Register check for Autumn and Spring Terms, where children with less than 90% Attendance due to holidays and lateness were highlighted. Overall Attendance is at 96.79%, which is Good but not Outstanding. Some fines have been issued to parents. Governors queried how lateness is followed up with parents. MH reported that he speaks to the parents concerned and the situation usually improves, with the exception of persistent lateness in some cases. <p>3.5 Extra-curricular/enrichment activities/celebrating achievement</p> <ul style="list-style-type: none"> MH reported on the Seeds from Space project and the planned visit of the GB Olympic Athlete Hannah Whelan, alongside the ongoing enriching programme of activities for children. <p>3.6 Residential Update Year 5/6</p> <ul style="list-style-type: none"> MH advised Governors that he had visited the Youth Hostel in Keswick and found it to be not fit for purpose following recent flooding. As a result, he had identified Newlands Activity Centre in Keswick as an alternative venue. He described the eco-ethos of the centre and the activities available, from ghyll scrambling to kayaking and rock climbing. Governors expressed their support for the change in venue. MH confirmed Risk Assessments have been carried out. 		
4.0	<p>4.0 Staffing</p> <p>4.1 Pupil numbers September 2016</p> <ul style="list-style-type: none"> MH reported that 22 places have been offered and 21 have been accepted already. 4 are on the Waiting List. 1 family is going to be appealing for a place, although additional children cannot be accommodated. <p>4.2. Staffing Structure</p> <ul style="list-style-type: none"> MH reported that this is the same structure as last year, which will be good for continuity. Reception remains as a single class with VCu, JC and RP. SD's plans in terms of her return from maternity leave are as yet unknown. There will be a primarily Year 1 class with some transitional Year 2 children. Miss Lacey and possibly another TA will provide support, but further funding is as yet unclear. Sparrowhawk will be a mixed Year 2/3 class of 26 children, taught by BC. There is TA provision for joint support; children will be allocated as a group of SEN2 supported children rather than individuals with 1:1 support. AL queried whether this is permitted in terms of how funding is intended to be spent and MH, VCu and LC explained the implications of funding and support. Funding needs to cover equipment as well as staffing. Year 3/4 and Year 5/6 will be roughly 30 children in each class. For the Year 2/3 Class, MH intends to maintain whole year provision for: <ul style="list-style-type: none"> Year Group topic; Sport; Computing; Mathematical Reasoning; Science; Assemblies, Residentials and Productions. However, for Homework and Spellings, these will be set by the Class Teacher. Guided Reading will now take place in Class groups, as will Swimming and French. Classes will now enter through the class door in which they will be registered. 		

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	<ul style="list-style-type: none"> Governors discussed how to manage the message best with parents, emphasising the positive impacts for Year 2s and 4s in having Year 3s taught as a whole group for so many subjects and activities. <p>4.3 Planning for Parent Meeting</p> <ul style="list-style-type: none"> Governors discussed the proposed Parents' meeting, on Wednesday 8th June at 7pm. This will be a short, generic meeting to cover the structure, with no individual decisions communicated at that point. Governors discussed how best to communicate individual decisions afterwards and agreed that the optimal route was for children to be told by their current Class Teacher on Thursday 9th June with letters to go home the same day. <p>4.4 Staff Appointments</p> <ul style="list-style-type: none"> MH confirmed that the Year 3/4 Teacher appointment is Mr Matthew Campbell, who has 2 years' experience and currently teaches at an Ellesmere Port school. The Headteacher from his current school is also our ASIA, Moira Atkins. MH reported on a very high standard of applications, which took a lot of deliberation. The news of the appointment will be communicated asap, once his current school has made parents aware. 		
5.0	<p>5.0 Children and Community</p> <p>5.1 SEN provision update</p> <ul style="list-style-type: none"> MH reported that the funding applied for has not yet been secured. He will be resubmitting two Child Profiles. Other funding is being maintained, for all Year 2 children and 2 children in Year 4. RM will be having another meeting with MH regarding SEN after SATs have concluded. <p>5.2 Parents and Community</p> <ul style="list-style-type: none"> No updates. <p>5.3 School Council</p> <ul style="list-style-type: none"> MH reported that although School Council have not met yet this term, this is going well and Pupil Voice is strong. The recent Fairtrade Breakfast they organised was popular and very successful. Governors requested that a report be provided for the next FGB meeting. MH also reported on an Enterprise project he had led with Year 6s making tie-dye T-shirts. £130 profit was made, to be reinvested. Great support from Mrs Salt was noted. 	RM, MH	7/7/16
6.0	<p>Headteacher Updates</p> <ul style="list-style-type: none"> No further updates. 		
7.0	<p>Future Meeting Dates</p> <ul style="list-style-type: none"> To be set at next FGB meeting, Thursday 7th July. 		
8.0	<p>AOB</p> <ul style="list-style-type: none"> RM will attend the Data Course with AL and MJ and provide an update at the next FGB meeting. 	RM	7/7/16

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Dated : 1/12/16