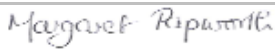


Ashton Hayes Primary School Full Governing Body Meeting

Meeting of: Full Governors Part One	Term: Spring 2017
Place: Ashton Hayes Primary School	Date: Thursday 23rd March 5.30-7.30pm
Present: Mr Matt Hover (Headteacher) Mrs Margaret Papworth Mrs Diane Stubbs Mrs Ruth Mason	Mrs Vanessa Cuthbert Mrs Pauline Tilley Mrs Ann Lowry Mr David Wilson
Apologies: Mrs Mary Jefferson, Mrs Sharon Varey, Mr Edward Whelan, Mr Gavin Conery, Mr Matt Wardle.	In Attendance: Ms Vivien Couche (Clerk)

Item	Minute	Action
1.0	Apologies – Apologies received were noted and accepted.	
2.0	Membership Updates <ul style="list-style-type: none"> Ann Lowry is to be the link Governor for EYFS. Clerk to make relevant updates to Membership document. 	Clerk
3.0	Minutes of Autumn Term FGB Meeting - approved as an accurate record.	
4.0	Matters Arising - to be covered during the main Agenda items.	
	Part One Reports from Sub Committees: Sub A including report on School Fund <ul style="list-style-type: none"> DW noted there has been another meeting with Jo Morris from CWAC since the last Sub A meeting. He described the financial implications from the proposed funding formula changes as dire. MP noted that Governors will continue to work to reduce the current deficit and that our school will not be alone in tackling this issue. 	
5.0	<ul style="list-style-type: none"> Per the SFVS checklist (Controls Subject to Annual Review) Governors considered and approved the budget and School Improvement Plan. Other items covered at the Sub A meeting were discussed. DS noted she had located a Stress/Wellbeing survey, which she will circulate to other members of the Committee. Clerk to remind GC of his action to speak to Jane Colville regarding obtaining a Defibrillator for school. DS advised the balance of School Fund as £2377.11 at the end of February. Of this, only £1000 is unallocated. MH noted that some of the Ernest Cook Foundation funding has been spent on pond items including nesting boxes and a Hogitat. 	DS Clerk
6.0	Part One Reports from Sub Committees: Sub B. <ul style="list-style-type: none"> AL updated Governors on the last Sub B meeting, which had immediately followed the Ofsted inspection. Governors congratulated staff on their hard work as part of this, which had enabled the Inspection to proceed as smoothly as it had. AL highlighted key items from the meeting, including the focus on SPaG. Vcu noted that the Parking Charter has not yet been issued, it will be distributed next week and feedback can be discussed at the next Sub B meeting. On the Daily Mile track, MH noted the staff sponsored walk 	

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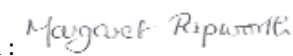
Signed:  Chair of Governor

Signed:  Headteacher

Dated : 6/7/17

	<p>had raised nearly £1200, which Governors agreed was impressive. Clerk advised that, with Leah Binns' support, she has submitted a funding application to Sport England, feedback is expected in 4-6 weeks.</p> <ul style="list-style-type: none"> • Regarding Sports Provision, SV has undertaken a PE walk around, which will be discussed at the next Sub B meeting. • Governors also noted receipt of the other set of Sub B Minutes regarding the class structure discussion. 	
7.0	<p>Safeguarding and Pupil Premium verbal report</p> <ul style="list-style-type: none"> • MP commented that having had Ofsted this term, which confirmed all the records were up to date, she will undertake a further check after Easter. The Inspector had looked through two case files documenting the full history and had been impressed with the level of detail recorded. AL and MJ will undertake the planned Safeguarding walkaround after Easter. • MH commented that he had recently had to make a Multi Agency Referral Form (MARF) following an incident in school. The case is already closed as the child was not deemed at risk of significant harm. School needs to decide whether to create a TAF (Team Around the Family). The paper trail was created and logged to the Safeguarding file. MH also noted a number of minor additional items regarding safety, which he will be speaking to parents about. • MH shared with Governors the Continuum of Need from the CWAC LSCB website. Governors reviewed the different levels of Universal, Universal Plus, Partnership Plus and Statutory Social Work. MH described the use of TAFs and Education Support Workers, plus the Integrated Access and Referral Team (IART) to which he had submitted the MARF. • MH noted that basic level Safeguarding training will be due again next year, he proposed using the September INSET date for this. Governors will be invited to attend the half day, to include PREVENT, which MH can deliver this as he is Level 3 trained. MP commented that by giving enough notice, <i>we hope as many Governors as possible can attend. Monday 4th September 9.00-12.30, to include lunch.</i> As Safeguarding training is a statutory requirement, if Governors are unable to attend this date, they will need to attend at another setting. 	<p>AL, MJ</p> <p>All</p>
8.0	<p>OFSTED update</p> <ul style="list-style-type: none"> • MP commented that she was delighted to receive the report today, which MH noted is a factual representation of the Inspection. All agreed that the feedback received verbally from the Inspector was much more positive, however the format of the written report is known to be standardised. MP summarised Governors' wish to impart to staff how delighted they were with their efforts and commitment, expressing grateful thanks for their hard work and this achievement. • MP and MH highlighted key elements of the report, noting that Governance was positively reported. All agreed this was a good reflection of the hard work done by the Governing Body in the past 3 years. The enthusiasm of the pupils was also noted, along with the positive focus on Maths, which is reflected in achievement levels. MP commented that while EYFS had not been covered in the report, Mark Parkinson had commented upon the tangible focus on this area, during a recent visit. The next steps are known ones, which school already has planned. 	
9.0	<p>Subject Leaders Update from Governors</p> <ul style="list-style-type: none"> • MP thanked all Subject Leaders who have submitted updates and encouraged all Link Governors to make contact with their Subject Lead if 	

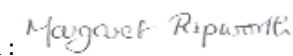
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	<p>they have not already done so. Maths was discussed at the last FGB meeting and reflected in the OFSTED report.</p> <ul style="list-style-type: none"> • Governors discussed Music and the possibility of taking all KS2 children to Young Voices next year, as it is such an inspiring event. • On Modern Foreign Languages, Governors expressed thanks to Julia Pond, noting her efforts in support of school's application for an International Schools Award. MH also commented that some more funds are due from ERASMUS once the final report is written. • English was positively reflected in the OFSTED report. Jill Howe's report on Collective Workshop was noted. MH commented that Matthew Campbell has done a lot of work on Science and PE, having got up to speed quickly on these subjects. School is now working towards the Primary Science Mark. MH is also focused on becoming a 'Naturally Smart' school, linked to ecology and sustainability. 	
10.0	<p>Chair's Action</p> <ul style="list-style-type: none"> • Mark Parkinson's last visit was discussed and MH confirmed he had contacted Rick Turnock again, as advised. For the time being, the response to the request for expansion remains negative, however MH noted he will keep trying to create the extra capacity needed. MH described the remodelling possibilities, including moving the toilets (and creating gender neutral toilets), replacing the boiler etc. He described the recent LGBT training he had attended as very positive, highlighting the need to be mindful of premises and curriculum impacts. • Regarding Insurance and keys, DS noted that local groups have been advised they are able to use school premises again, now the insurance has been updated. DS flagged the need for PTFA members to return the school keys, which can be borrowed again by arrangement but not retained indefinitely. MP confirmed that school's Insurance would be invalidated if these keys were to go astray and she reiterated the need for all visitors to sign in and out from school. MH to speak to PTFA regarding this. 	MH
11.0	<p>Headteacher's Report</p> <ul style="list-style-type: none"> • MH invited comments, challenges or clarification to the Headteacher's Report. <i>RM queried Year 5 progress and whether the interventions in place would remain next year, to ensure progress continues.</i> MH confirmed this would be the case and that the interventions were subject to regular review to ensure their ongoing effectiveness. • MH also flagged to Governors that he had received applications for places in Years 4 and 5, which next year would mean an additional 3 pupils in the Year 5/6 class. He confirmed that there was no funding attached to any of the pupils. As school is currently below its PAN, places must be made available for the children. Regarding the impact on the proposed class structure, MH confirmed that this would need to be reviewed again. A class of 39 in Year 5/6 is potentially too large. Governor agreed to review this in June, closer to the date when school will have a firmer understanding of Reception class numbers. MP suggested that Sub B committee considers this at their May meeting. • MH highlighted the opportunity for a full review of the Curriculum, now the Ofsted Inspection has been completed. He emphasised the need not to rest on our laurels, but to look for opportunities to move from Good to even better. He flagged the opportunity to build in mental health and wellbeing, referencing the recent Edsential conference on Empowering Whole School Improvement through a Holistic Approach to Health, which the Clerk and he had attended. MH noted lots of ideas arising from this including outdoor learning, PSHE, SRE. • VCU and DS discussed how Values could be embedded within the curriculum, e.g. connecting the charities we support with school values in a more targeted way. Governors agreed on the benefit of looking at this in more depth, not at face value. 	SV

	<ul style="list-style-type: none"> • Assessment: MH summarised school's current use of Pupil Asset, noting that it is not well liked by staff and is generally regarded as 'clunky'. It does not provide a strategic overview or enable a drilldown to specific groups of pupils e.g. pupil premium children. MH highlighted two possible alternatives: to create school's own version using Excel or to use an addition to SIMS functionality. JG has seen a demo provided by SIMS and was impressed. Governors agreed it made sense to use an existing system and noted that SIMS are easy to contact and will provide training. No longer using Pupil Asset would save school £800 per year. Aside from the cost of an app at £1 per head, there is no extra cost to using SIMS. MH summarised the plan to review the best tool for assessment purposes, noting there is another alternative called Balance. • Redtop IT provision: MH highlighted the plan to move away from this provider, who have not been giving good service. Dan Woolley will provide IT support going forward, although at slightly higher cost, his availability and service is significantly better. • MP thanked MH on behalf of Governors for his comprehensive and informative report. 	
12.0	<p>School Policies</p> <ul style="list-style-type: none"> • MP invited Governors to comment, clarify or challenge the draft policies which had been circulated before the meeting. The Child Protection Policy was highlighted as the key one to have reviewed and approved for the school website. MP thanked DW and SV for their support at the recent Policy Working Group meeting. Governors confirmed their review and approval to the policies. • MH to circulate to Governors the overview of Policies and when they are due for review, so all are clear as to most recent updates. 	MH
13.0	<p>PTFA report</p> <ul style="list-style-type: none"> • Governors received the report circulated by Beverly Taylor on behalf of the PTFA and thanked her for providing this. Governors discussed recent PTFA organised events and positive feedback received regarding these. They noted the hard work and commitment of a core group of PTFA members and thanked them for this contribution. • Governors noted the comment regarding staff attendance at PTFA meetings and recognised the importance of working together to achieve shared goals. MP suggested agreeing meeting and event dates at the start of the year in order to give staff members the greatest chance of planning in their attendance. Governors agreed it would be a good idea for PTFA members to attend the start of an INSET day to align dates with the school diary. Clerk to ensure this is fed back to the PTFA Committee. 	Clerk
14.0	<p>Governor Training and Development</p> <ul style="list-style-type: none"> • MP noted the suggestion regarding having a Governor of the Month, which would provide the opportunity to be known/recognised by parents. MP suggested that a subgroup of Governors get together to discuss ideas to achieve this e.g. attending an Assembly or Staff Meeting, coming in for a School Lunch to chat to the children or writing a Governor Blog to feature on the website. Governors agreed to hold a meeting to discuss this at the start of next term, to which all Governors would be invited to attend. • MP also suggested a piece in the next school Newsletter written by Governors about the recent OFSTED inspection. AL confirmed she would do this, including a piece on the Condover Residential. She confirmed she would add a note about appreciating Teaching Staff giving up their time voluntarily to take the children on residential visits. Governors also expressed their thanks for this. 	

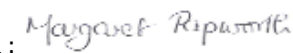
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	<ul style="list-style-type: none"> • Code of Conduct: Governors confirmed their review of this draft document and gave their approval to adopting it. • School Bus: this is the replacement website for The Key for Governors, membership of which will expire at the end of March. MH confirmed that all log-ins have now been circulated to Governors for the School Bus. 	
15.0	Date and time of next meeting: Thursday 6 th July 4.30-6.30pm	

End of Part One of the meeting. There was no Part Two to this meeting.

Signed:  Headteacher

Signed:  Chair of Governor

Dated : 6/7/17