

# Moorlands School Federation

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## Full Governing Body Meeting 24 September 2015 – 18.15

### MINUTES

#### Attendees:

Lou Abercrombie (LA)	Parent Governor (MJS)
Ruth Balch (RB)	Chair of Governors (Co-opted)
Fiona Bedding (FB)	Federation Business Manager
Binky Clark (BC)	Vice-Chair of Governors/Chair of C&A (Co-opted)
Caroline Cronin (CCr)	Co-opted Governor
Rachel Godfrey	Staff Governor
Clare Griffin-Felton (CGF)	Head Teacher
Sam Laite (SL)	Parent Governor (MJS)
Fiona Randle (FR)	LA Governor
Simon Weiss (SW)	Co-opted Governor
Frances Tyson (FT)	Clerk

#### ACTIONS

No	Action	Who	Target
1	Review committee membership allocations	RB	29-sept
2	RB/BC to attend meeting with 1 <sup>st</sup> Steps Mgt team & CGF	RB/CGF/SV	15/10
3	Inset training session on Achievement for All – advise SV if attending	All	24/10

#### DISCUSSIONS

##### 1. Election of Chair & Vice Chair

Ruth Balch & Binky Clark were elected as chair & vice-chair respectively. **RB** to revisit committee allocations with Steering Group.

##### 2. Apologies: Jon Bentley and Johnny Norris only attended items 6, 7 & 8.

##### 3. Receive declarations of business interests register. FT circulated a pro-forma for all to complete and return.

##### 4. Minutes of Previous Meeting (20150615) were accepted as drafted.

##### 5. Matters arising from previous meeting:

**Ref3:** responses from exit questionnaires will be reviewed by Pay and Personnel Panel then reported to Resources committee.

**Ref5:** NOR has increased, including 24 incomers to other years than Reception.

##### 6. Headteacher's report including SATs update:

a) A written report had been circulated prior to the meeting. CGF explained further various issues referred to in the report:

- i. Various unexpected changes in education psychology service provision from the LA had impacted on the budget plan and on availability of additional professional support for some children's additional needs;
- ii. In response to governor's question relating to the dip in Maths results, CGF noted the impact of the change in Maths curriculum in Y4 for this cohort, and reminded governors of

the importance of comparing results across-multiple years rather than a single comparator year (to recognise the differences between cohorts);

- iii. Governors asked CGF to confirm if the Phonics improvements were sustainable in future years. CGF reported implementing additional support and training where required, but cautioned that this may require additional LSA support provision. CGF remains unconvinced of the appropriateness of the standard phonics tests and their impact on reading skills improvements;
- iv. CGF explained that whilst FGB would be reflective on previous outcomes, the SLT were looking forward to improving future outcomes relying on their specialist knowledge of the pupils. In general attainment was agreed to be good and improving;
- v. RG reported that the impact of the teaching students in the school this term is generally very positive. Whilst there was additional support time required as they arrived this was generally outweighed by the advantages of having additional staffing in the classrooms;
- vi. CGF confirmed that the Ark programme had now been reassessed and the pupils assigned to the provision relocated back in their general classes for part of the morning session with additional staffing support from Ark staffing. CGF reinforced the importance of their learning being the responsibility of their class-teacher;
- vii. CGF reiterated previous issues with the 'school readiness' of pupils entering the school from the 1<sup>st</sup> Steps pre-school. They continue to arrive unready for school and children with additional needs are not identified, meaning transition funding is not applied for. This impacts on our budget as we have to put in place additional support. This has been reported frequently to the LA over the past 4 years. Governors agreed to attend a meeting to be scheduled with CGF and the 1<sup>st</sup> Steps management team;
- viii. Governors asked for update on the potential impacts on Y4/5/6 on the increased numbers enrolling this term. CGF is expecting to have to make changes as required once financial data has been analysed, and will need to review both physical and academic needs;
- ix. CGF reported that the EAL programme is being led by her with additional short-term support by Caroline Cronin. CGF explained the processes of induction for EAL pupils and the impacts on whole class teaching, noting benefits as well as issues to be resolved.

- b) Learning Improvement Plan: a draft plan for 2015-17 had been circulated before the meeting. BC reminded governors that they must all identify the 3x main objectives of the plan. It was agreed that having a 2-year plan enables more reflective understanding by FGB. BC reminded governors that there are still curriculum changes to be addressed and actioned.

## **7. Term dates 2016-17**

It was agreed that the dates as set out by the LA should be adopted by the school.

## **8. Any other business:**

- a) CGF reported on the 'Achievement for All' programme, whereby the school has to identify as a 'champion' and has its own external coach. The purpose of the programme is to ensure that all systems and plans are robust to secure improved results. The school has identified 2x pupils in each class for the trial period. Governors are invited to an Inset session on 4-November when all staff will be trained. Governors to confirm their attendance to Sam Vernau.
- b) CGF advised Governors that Fiona Bedding has resigned her post after 20+ years at the Federation, leaving on 31 December. Governors expressed their sadness at this news, recognising the significant contribution she has made to Moorlands.

## **9. Date of Next Meeting: Monday 30-November 2015, 18.15**