

P R E S E N T:-

Mrs A Lister (in the Chair)

Mrs J Banks, Mrs S Burdass, Mrs O Cunliffe-Lister, Mrs H Jameson, Mr A Lawson, Mrs R Lee, Dr C Shipley, Mrs J Thompson, Mrs A Lister.

Clerk to the Governing Body – Mrs B Smart, supported by Mrs A Caine.

1843 **WELCOME**

Mr Lawson was welcomed to his first meeting of the governing body.

1844 **APOLOGIES**

Apologies for absence were received from Mrs A Jackson, Mrs S Ostler and Mrs J Warkup.

1845 **CONSENT FOR ABSENCE**

RESOLVED: that consent be given to Mrs Jackson, Mrs Ostler and Mrs Warkup for their absence from this meeting.

1846 **MEMBERSHIP**

Governors noted that the term of office of Mrs Banks, Mrs Cunliffe-Lister, Dr Shipley and Mrs Warkup, as co-opted governors, and Mrs Lister, as a parent governor would end on 13 May 2019.

1847 **APPOINTMENT OF CO-OPTED GOVERNORS**

RESOLVED: that Mrs Banks, Mrs Cunliffe-Lister, Mrs Lister, Dr Shipley be appointed as co-opted governors for a four year period.

1848 **MINUTES**

RESOLVED: that the minutes of the meeting held on 11 October 2018 be confirmed and signed by the Chair, subject to amending minute 1837 to state that the Chair was appointed for a two-year period and minute 1840 to state that the next meeting would be held on Wednesday 22 May 2019 and not 16 May 2019.

1849 **MATTER ARISING FROM THE MINUTES**

Local Authority GDPR Visit (Minute 1822)

Governors asked whether the local authority had visited the school to complete a check to ensure that the school was complying with the requirements of the General Data Protection Regulation. The visit had taken place and no concerns had been raised.

RESOLVED: The report would be circulated to all Governors by Mrs J Banks

1850 **COMMITTEE MINUTES**

- RESOLVED:
- a) that the minutes of the meeting of the Finance Committee held on 11 October 2018 be received;
 - b) that the Headteacher email the minutes of the Health and Safety and curriculum learning committee meetings to all governors.

1851 **REPORT OF THE HEADTEACHER**

a) Inspections

Governors were updated on proposed changes to the framework of future inspections by OFSTED and the Diocese, including greater emphasis on the curriculum and reducing pressures on staff. In addition, learners' access to education would be looked at more sharply and there would be a greater focus on pupils' personal development and behaviour.

The Headteacher stated that the curriculum at the school would need to be reviewed to ensure it was fit for purpose and that OFSTED would be looking at how the school tracked data throughout key stages one and two. The Headteacher would be meeting with the Diocese in the near future. Confirmed OFSTED are consulting on changing their inspection to be over two days rather than one and that they may only inform the school at 10am on the day rather than the day before. The new arrangements would increase the workload of the Headteacher.

Governors asked how many inspectors would conduct the visit. Up to two inspectors would complete the inspection.

Governors asked whether they would raise issues with certain data. They would, however would not rely on in isolation it when forming a judgement of the school.

Governors asked whether the curriculum training at Beeford C.E. Primary School would be held on 20 May or 1 June 2019. This was not known. Mrs Lister confirmed that she was already enrolled onto the course.

- RESOLVED:
- a) that the Headteacher confirm when the curriculum training at Beeford C.E. Primary School would take place and inform all Governors;
 - b) that Mrs Thompson be booked onto the curriculum training course along with Dr Shipley and Mrs Lister.

b) Pupil Progress

Governors received a summary of pupil progress in Reading, Writing and Maths for pupils in year six from September to January.

Governors asked whether this data was judged as to where pupils were at the end of December. Pupils should track along the grey boxes in the handout, which reflected expected levels of progress.

Governors confirmed the importance of receiving meaningful and purposeful data and noted how pupil progress meetings were used to ensure that all pupils were positively encouraged to achieve the best that they could and also to help in identifying the support required. It was also noted that the format was very good to show a pupil's journey and would act as a good prompt in discussions with inspectors.

NOTE: Dr Shipley left the meeting at this point.

Governors asked how the assessment of progress was measured if they joined from another school mid-way through a year. An assessment was received from their previous school and further progress was measured from this point.

RESOLVED: that the Headteacher circulate similar information on pupil progress in other year groups to all governors.

c) Pupil Premium

Governors received information that had been made available to parents online confirming how pupil premium funding would be used in 2018/19. Governors noted that a recent music workshop had been very good. **Governors asked whether the Emotional Literacy Support Assistant had provided support to the child who had experienced a family bereavement.** The whole family had been supported and all staff were supportive of pupils in school.

d) Maths

Governors asked whether there were changes to the way in which Maths was taught in schools. There was a shift in the way Maths was delivered and training had been provided to staff. This included the use of more abstract reasoning however it was acknowledged that older children were likely to use more traditional, concrete, approaches. It was intended that the new approaches would lead to better outcomes for pupils and more at greater depth standard.

e) Happy Centre School

Governors were informed of activities which took place during a training day in January where school looked at implementing a new scheme for PSHE. The scheme has been met positively by staff and pupils. Where possible we are linking it to Christian Values.

f) Presentation Policy

Governors considered a draft Presentation Policy, which had already been discussed with staff, which set out a consistent approach to presentation throughout school.

The Headteacher explained about 'high five' and how this would leader to consistency and encouraging greater pride to be taken in their work.

- RESOLVED:
- a) that the Presentation Policy be approved and adopted;
 - b) that the Headteacher notify all staff of the adoption of the policy.

g) Marking and Feedback Policy

Governors considered an updated Marking and Feedback Policy which included more immediate, verbal, feedback rather than relying on written feedback in books, which would then result in a quicker intervention.

Governors asked how feedback would be show in books. Feedback was not about writing a message and was more about going straight to learning needs.

Governors asked how feedback would be given on a page of written work with no punctuation. This would be marked with symbols and pupils would be required to amend their work, correcting errors in a different colour.

- RESOLVED:
- a) that the Marking and Feedback Policy be approved and adopted;
 - b) that the Headteacher notify all staff of the adoption of the policy.

h) Behaviour Policy

Governors considered an updated Behaviour Policy which included a traffic light behaviour code. Interventions included the loss of playtime and the need to complete a reflection sheet. Governors were also informed of how good behaviour would be rewarded, including 'golden time' at the end of term.

- RESOLVED:
- a) that the Behaviour Policy be approved and adopted;
 - b) that the Headteacher notify all staff of the adoption of the policy.

i)

j) Pupil Attendance

Governors received an update on pupil attendance, including persistent absence, with comparative data provided for previous years. Attendance levels had improved in comparison to previous years.

Governors asked how much absence levels were affected by holidays. Absence levels for 2018/19 currently stood at 4% of sessions missed, of which 1.5% related to term-time holidays. Persistent absence, including holidays, stood at 16%, which would be well above the national average if the current trend continued however if holidays were taken out, the figure would be 9.5%. Governors noted that three pupils had been absent due to extreme health reasons or close family bereavement.

k) Local Authority Visit

Governors were informed that the local authority had judged the school to be a category one school following their visit. The Chair thanked all staff and governors for their work leading to this judgement.

l) IT Server

Governors were informed that the school's server had been hacked which left a feeling of vulnerability. The ICTR provider had been replaced.

1852 **SCHOOL IMPROVEMENT PLAN 2018/19**

Governors received updates on the School Improvement Plan.

Governors discussed the core Christian values of the school and that the values and behaviours that the children were taught were not exclusively Christian. Governors agreed that children should assimilate what values they felt were important, and be supported to draw their own conclusions.

A Governor asked if members of the bible are used for role models. The Headteacher confirmed, yes we will still use them. A Governor asked what is a church school distinctiveness threaded through curriculum? The Headteacher explained it means perseverance as a Christian school, using care and courage, threading through all we do in the curriculum.

1853 **SCHOOL FUND ACCOUNT**

Governors were informed that the School Fund Account would be submitted to the Summer term meeting.

1854 **SCHOOL FINANCIAL VALUE STANDARD**

Governors were informed that the School Financial Value Standard had been submitted to the local authority in October 2018.

1855 **FIVE YEAR FINANCIAL PLAN**

Governors were informed that the five-year financial plan would be submitted to the Summer term meeting.

1856 **ATTENDANCE AT WORK POLICY**

- RESOLVED: a) that the Attendance at Work Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy;
- c) that the Clerk send the policy to the Headteacher.

1857 **DOMESTIC VIOLENCE AND ABUSE POLICY**

- RESOLVED: a) that the Domestic Violence and Abuse Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy;
- c) that the Clerk send the policy to the Headteacher.

1858 **JOINT COMMUNICATION AND CONSULTATION POLICY AND PROCEDURE**

- RESOLVED: a) that the Joint Communication and Consultation Policy and Procedure be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy and procedure;
- c) that the Clerk send the policy and procedure to the Headteacher.

1859 **POLICY ON THE CONTROL OF LEGIONELLA BACTERIA**

- RESOLVED: a) that the policy on the Control of Legionella Bacteria be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy;
- c) that the Clerk send the policy to the Headteacher.

1860 **RETRAINING AND REDEPLOYMENT POLICY AND PROCEDURE**

- RESOLVED: a) that the Retraining and Redeployment Policy and Procedure be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy and procedure;
- c) that the Clerk send the policy to the Headteacher.

1861 **TIME OFF FOR PUBLIC DUTIES POLICY**

- RESOLVED: a) that the Time Off for Public Duties Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy;
- c) that the Clerk send the policy to the Headteacher.

1862 **GOVERNOR VISITS**

Governors received updates from the following visits:

- Safeguarding by Mrs Warkup;
- Headteacher catch up by the Chair;
- Half day and lunch with year six pupils by Dr Shipley.

1863 **GOVERNOR TRAINING AND DEVELOPMENT**

Governors received details of forthcoming training courses.

Governors asked if there was a Heads and Chair update training available.

RESOLVED: that the Clerk would confirm this with Lisa Devine.

1864 **BECOMING AN OUTSTANDING SCHOOL**

Governors discussed what was required to become an outstanding school and highlighted the following points:

- Where governors public facing enough as parents did not know many governors;
- How can governors drive the school forward to become Outstanding, including setting and monitoring objectives;
- The role of parent governors on the Senior Leadership Team;
- How governors disseminate information to parents.
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- RESOLVED: a) that the Headteacher check regarding Governor duties and roles with the School Improvement Partner;
- b) that the Headteacher send governors objectives to all governors.
- c) that the Headteacher remind parents where they can find information in the next edition of the newsletter.

1865 **NEXT MEETING**

Governors noted that the next meeting would be held at 4.00pm on Wednesday 22 May 2019.

Chair's Signature – 22 May 2019