

Southway Junior School

Full Governing Body Meeting
6pm Wednesday 23rd March 2016

Governors Present: Peter Newbold (PN) (Headteacher), Peter Iazard (PI), Paul Cartin (PC), Cath Beckett (CB), Keiron Woodland (KW), (Sharon Carter (SC), Chris Mendez (CM),

Apologies for Absence: Judy Ancorn (JA)

In attendance: Katie Smith (Clerk), Steven Adams (prospective governor, on invitation from PI), Helen Denison (HD)

The agenda and all supporting papers for the meeting were placed on the Southway VLE site for all Governors and Associate Members to view prior to the meeting. Hard copies of papers will no longer be printed out for the inspection file, apart from the minutes of each meeting - these signed minutes will be kept in the school office.

Start 6.03pm

Agenda item		Action
F&P. 1 (welcome)	PI welcomed governors to the meeting.	
F&P. 2 (apologies for absence)	Apologies from JA were noted and accepted by the GB.	
F&P. 3 (declaration of interests)	None stated.	
F&P.4 Head Teachers report	PI invited any comments from the head teacher's report, provided by PN prior to the meeting: a) PI questioned the procedure for persistent absentees, PN explained they are monitored with Sharon Beard (welfare officer). In the day parents will be contacted and followed up as necessary. PI questioned if there was any more that can be done, to which PN explained he meets with Sharon every half term to discuss each child and any action that needs to be carried out. PN explained it does fluctuate due to holidays and the school works closely with some families and communication is good when they can be contacted. SC added outside agencies will be involved if and when necessary. b) CB questioned if 20+ on the report was days or sessions; SC noted it is sessions so equals 10 days. A future note was made to amend the report details to reflect this. c) The attendance target of 98% was challenged by PI, last year's being 96.5%, is it realistic? PN noted it is sliding down slightly compared with this time last years, and it was mentioned in the newsletter. PC added 98% was aspirational and it was debated whether it should remain at 98% or whether it could be adjusted, PC explained mathematically it will not be reached and at this time in the year it was meaningless to reset but to be aware of it for next year's target at the next FGB. d) PI praised the detail provided in special educational needs in the report and added it was reassuring to see so many resources are provided. PN added it has made a significant impact to the children that are taking part; improvement was expected but they have been impressed by how much. Training is necessary but noted the locality schools have pooled money together to fund an educational psychologist who will be shared between BH schools during the year. e) PI questioned the 6 fixed term exclusions in the report, PN explained it is relating to one child and is being actively managed. It was noted that this clarification could be included in the next report. f) PI commended the sheer amount and diversity of training that has taken place.	

Signed

Date.....

Southway Junior School

	<ul style="list-style-type: none"> g) PI also praised the enrichment of the curriculum, for example the trip to the Amex, and parents should be reminded of the diversity the school provides. h) PC praised the fact that there have been no racist incidents again for the 2nd or 3rd report in a row, although it has never been an issue it is good to hear of no incidents taking place. i) CB questioned the attendance of the GPS workshop held recently; PN added there were around 40 parents across the 2 sessions. PN noted there was little representation from year 6 parents, and a disproportionate number of parents of year 3. The maths workshop had around 80 attendees, so maybe spelling and grammar isn't as appealing to parents? j) Thanks to PN were made for the detail and comprehensive report. 	
<p>F&P.5 (Snapshot of year 3 4 & 5 Data)</p>	<p>HD handed out another set of sheets that was only finished being inputted last night for the governors to have a quick look over;</p> <ul style="list-style-type: none"> a) HD noted that year 3 reading and writing is over a 2 year phase not a year group b) Staff are talked to about how to get children on track c) HD noted she has provided a commentary under the tables with actions. d) PC challenged whether 16.1% for maths is good. HD added it would ideally be more but it is worth remembering they are the last cohort that were taught the last curriculum, and they have a lot to catch up on which they are putting the work into including an extra maths session in the hope they will close the gap. e) PC year 5 maths, would it be expected to be more than 27.3% f) HD added that English is a phase and so will not achieve until the end of year 6 and that they haven't yet learnt the whole curriculum and there is still a long way to go. HD added it will be easier to show next year as it is still unclear what ARE (Age Related Expectations) are and have no idea of the floor standards yet with many schools just predicting. PN added that teachers are teaching well and children are learning well and it isn't something for concern. g) CB questioned whether the understanding and comprehension had increased with the new curriculum, PN agreed it has but with a narrowed focus there is a lot pupils are not being taught, evidence recording has been very effective, and there are definitely improvements but pitfalls too. HD added teachers do have a greater knowledge and understanding of individual's needs. PI added if the GB continues to monitor the Quality of Teaching, Manage data and for teachers to articulate the three disciplines. h) HD added it was good to see children's writing skills used in science lessons and to see different ways of doing things and assessments happening through different subjects too. 	
<p>F&P. 6 Year 6 Predications</p>	<p>HD shared with the GB the teacher predictions from March;</p> <ul style="list-style-type: none"> a) HD explained new teacher assessments will now be inputted at the end of June, (previously May), however they are still waiting for some exemplar reading materials and teachers are expected to make these without the promised guidance. The objectives against teacher assessment are the opposite to the tests. b) CB questioned the relation between the teacher assessments and the tests, HD explained the tests give a scaled score (likely to be around 70-135), and the teacher assessments are in June against statements whether children had 'met' or 'not met' objectives. (Writing has 'working towards', 'met', 'met with deeper understanding'). There is also a GPS (grammar punctuation and spelling) test, but we are unsure yet how they will produce the writing and maths combined score as they have different inputs but are waiting to see. PN added there might be a scaled GPS score. c) HD explained handwriting and spelling are actually very important in the new curriculum although they are not tested separately for, 	

Signed

Date.....

Southway Junior School

	<p>which is very difficult for some SEN children who will not 'meet' targets because of this. PN added a pupil needs to 'meet' every single objective. KW challenged if more will be known in June, HD explained data will be available in June with results in July. KW questioned and it was clarified they are still to be called 'SATS' tests.</p> <p>d) HD added the more information that comes through they are becoming more confident about. Boys writing is a target area for improvement, HD confirmed she is taking a booster group looking at texts aimed at boys in particular. It is hoped that with the more information that comes through and samples (so that they are able to pitch it at the correct level), taking into account things can always change on the day of exams, that it is being managed effectively.</p> <p>e) PN added that 3 years back this cohort was recognised as comparatively low achieving and as HD added the curriculum is harder. PC added if targets were to be met and are comparable to the old system 4B, that it is encouraging.</p> <p>f) CB noted she was impressed with the robust, open and honest conversation at the year 6 pupil progress meeting.</p> <p>g) PN reminded the GB that historically teacher predictions have been between 1-2% accurate.</p> <p>h) PC added it was very encouraging that A's or above in year 3 was 25%, HD explained there will be a higher band and that some were not hitting the mastery targets on the new tests as they were unbelievably hard so have been altered slightly.</p> <p>i) PI added that the timing of the Teaching Learning and Staffing meetings for next year are essential, CB noted September is not practical and want them in the second half of the term to have meaningful data. PI noted that the TLS meeting will be planned around accordingly.</p> <p>The next TLS is 4th May (however there will be no more new information by then).</p> <p>VENN diagrams provided by HD were briefly discussed;</p> <p>a) PC questioned what 35 meant, HD explained it represented 6,8,1,and 15 (children).</p> <p>b) PI noted he found the diagrams were very clear, and thanked HD for all her work, that a lot is now known but the outcome is still unsure.</p>	<p>TLS meeting dates to be arranged as a priority for the next year's meeting schedule.</p>
<p>F&P .7 (assessment policy)</p>	<p>It was noted that as this policy is not statutory it is not necessary to have it approved by the GB.</p>	
<p>F&P. 8 (Q&A for last TLS Meeting)</p>	<p>Questions were asked form the last TLS meeting;.</p> <p>a) <u>Freedom of information</u>, SC explained the statement to the GB; it is based on a West Sussex document and is available online. PC challenged how often budget information is requested, SC noted she hasn't yet but the policy will be part of West Sussex and will be on the website. PC questioned if staff allowances were to be available too, SC confirmed if necessary yes but just a bulk figure, and that the information should be available to anyone on request.</p> <p>b) PC questioned the length of time for a response, SC confirmed 15 <u>school</u> days.</p> <p>c) PC confirmed that the GB need not be informed of the request for information; it is for PN to act on and maybe share in his report at a later date.</p> <p>d) The statement was formally approved and seconded by the GB.</p>	<p>SC to get the freedom of information statement included on the website.</p>
<p>FGB. 9 (approval of the minutes from last FGB's meeting 25/11/15)</p>	<p>Minutes were approved and signed by PI.</p>	
<p>FGB 11. Further matters (Any other Business)</p>	<p>PI noted that the defibrillator donation will be going ahead from The Lions on the 14th April at 9.15am. Governors were encouraged to be present for a few photos and a press release. CM noted he might possibly be available. PI added Sir Nicholas Soames was invited, but is unable to attend.</p>	

Signed

Date.....

Southway Junior School

PC left 7.00pm		
<p>FGB 12. Future business</p>	<ul style="list-style-type: none"> a) PI commented on the outcome of the new budget; that all schools are to be academies by 2022, not to be discussed today, but to be aware and on our radar and once again more information will need to be received from West Sussex. b) KW added also that there is talk of having no governors as part of the GB for the schools to be more accountable to parents. PN agreed after a few months, and with a well-considered and articulate stance, this can be communicated to the parents. c) PN questioned when the ideal opportunity to hold their strategy refresh meeting, it was confirmed there are no dates yet, PI/KS to co-ordinate. d) CB congratulated the school on a very fast and impressive emergency response text/email from the incident involving the water pipe breakage and road closure outside the school on Monday. (KW added it would be helpful to have the schools name appear in the message for the future as it was a little confusing) PI added facebook was also very quick to approve and praise how the school dealt with the incident. SC added that most schools don't get a chance to put into action their emergency response plan, and all worked well. HD commented that The Gattons were also very helpful and supportive. 	<p>PI/KS to co-ordinate strategy refresh meeting dates.</p>
<p>FGB 13. Meeting review to be judged against the new Ofsted Framework</p>	<p>It was agreed that the following points of the meeting in particular showed good governance as detailed below;</p> <ul style="list-style-type: none"> i. Clear and concise data presentation (A, B, C, D) ii. Pupil Progress, teachers knowing children's individual progression (A, B, C, D, E, G) iii. Freedom of information policy approval (A,F,G) <ul style="list-style-type: none"> A. Demonstrate an ambitious vision; B. Improve teaching and learning; C. Provide a broad and balanced curriculum; D. Evaluate strengths and weaknesses; E. Develop leadership capacity; F. Engage with parents and carers; G. Ensure all pupils are safe. 	

End 7.12pm

Signed

Date.....