

LETHBRIDGE PRIMARY SCHOOL GOVERNING BODY

Company number 7685652

***Minutes for the Full Governors' meeting held on
Tuesday 10th July 2018 at 7p.m. at school***

Our duties as governors are:

- *to encourage all governors to contribute to all items discussed and speak freely and openly*
- *to be accountable, think strategically and act as a critical friend*
- *to respect confidentiality*
- *to declare any conflict of interest related to any agenda item*
- *to ensure that previously circulated papers have been read prior to the meeting.*

Supporting Papers

Agenda

2018-19 Budget EFA

2018-19 Budget working school

Head Teacher End of Year Report

Phase targets 2017

SDP 2017-18 End Year

Attended by:

Phil Ashdown PA (Chair)

Lisa Mayes (LM)

Kristina Mussnug- Barrett (KM)

Laura Crosby (LC)

Christopher Hobson (CH)

Fiona Wall (FW)

Nataley Maysey (NM)

Jon Dearlove (JD)

Damien Mackman (DM)

Chris Webb (CW)

Carly Chew (CC)

Caron Short (CS)

Claire Harmer (CHa)

Annette Shakespeare (AS)

Terasa Beach (TB)

Laura Smith (LS)

Alexia Davison (AD)

Emily Longthorne (EL) (Clerk)

Apologies received from:

Hayley Jackson (HJ)

Absent:

Arlene McLaughlin (AM)

Peter Webster (PW)

1) Welcome, apologies and declarations of interest

PA welcomed everyone to the meeting. There were no declarations of interest.

2) Notification of items for AOB

JD- Update on pillars following Planning committee meeting.

3) Minutes of Previous Meeting held 16.05.18

The minutes were accepted and signed as a true record of the meeting.

4) Matters Arising

Hays Safeguarding- Some governors are still in the process of completing this- **ACTION ALL.**
CS look into rolling DBS renewals- CH said that she researched this and said that it is suggested that voluntary parties renew their DBS about every 3 years. PA suggested the governors do this every four years to be in line with their terms of office, which would also trigger renewals when terms are extended. LM agreed that this was a good idea.

Link governor visit reports- Some reports are still outstanding- **ACTION Link Govs-** Circulate reports. NM asked if she has been in to school once, does she need to come in again this year? PA replied that it depends on what suits the subject coordinator, but it is ideal to meet about every six months. PA suggested NM follow up her visit in the Autumn term. NM thanked PA.

Clerk to invite Ria Walega, Chair of Friends, to the next Full Governors meeting. EL has been in contact with Ria and she is happy to attend, date to be confirmed.

5) Head Teacher's report and 6) Measuring attainment

LM had circulated her report and the SDP and phase targets on Governorhub. LM informed governors that KS2 attainment data had been received today.

LM informed governors that attendance is in line with last year's at 97% which is very good and there are no gaps in the groups. LM said that persistent absences have decreased.

LM said there have been 2 children who have been excluded for a period, which is the same as last year. LM said that although they recognise that there is a story behind the behaviour, there has to be a point where it is beyond acceptable. LM added that exclusions can also trigger external support.

LM informed governors that SEN numbers are similar to last year at slightly above average. LM said that 2% of children have an EHCP, which is above the national average of 1.3%. LM said we have 2 children starting in September with funding for transition only and no EHCP.

LM said that Pupil Premium numbers are down, and well below the national average which affects our funding.

LM informed governors that no Teachers or TA's are leaving this summer which is wonderful. PA asked if the strategic changes to the allocation of staff has been actioned? LM replied that they are changing how they use TA's to be more effective from September. This will include HLTA roles and ELSA roles as outside agencies can be slow to respond. Therefore in-house ELSAs can meet the children's needs efficiently and the new sensory and therapy room will support social and emotional health in school. KM asked if the ELSA roles have been recruited? LM replied that they have successfully recruited internally and that staff receive an excellent training program.

LM informed governors that there were 99 safeguarding concerns reported this year which is a huge increase on last year; this could be due to increased training and awareness or increased issues. CS said she believes it is a combination as there is increased time being spent in school supporting social and emotional issues.

LM reported that she is overjoyed with the attainment outcomes this year.

LM said that EYFS results are very, very good and managed to maintain last year's good level of development despite a change to the typical cohort with 30% having EAL. LM said to maintain the results is an amazing achievement and the results were moderated and agreed by the Borough.

LM reported that KS1 Phonics scores are usually around the national average, however this year they are significantly above the national, partly due to being more aspirational in EYFS. Year 1 90% (N.A 81%) Year 2 96% (N.A 92%). LM added that those in year 2 that didn't pass will be either children new to the country or those with a difficulty such as dyslexia.

LM reported that KS1 data is very high again like last year and on track for being in the top 5% of the country. PA commented that the Science scores are extraordinary.

LM informed governors that the year 6 SATS results are incredible and she is very pleased. LM said that they will be sending one reading paper to be remarked as it is one mark off expected and they predicted this child is able to reach expected. PA asked how they compared to last year. Last year's combined score was 70%; this year's is 88% (provisional average of 68%). LC asked if this cohort have always been high achievers? LM replied that they are a very high attaining cohort and were all given the best opportunity to reach their potential. LM added that the pass marks have gone up. LM

reported that the results are very, very high compared to the national and they are a testament to the quality of teaching they have received every year and to the year 6 cohort.

LM said they will have to wait for the progress scores, and as the cohort achieved very high in KS1 and KS2 their progress scores will be narrower.

LM informed governors that they have to wait for the data to be finalised, therefore targets are set on prior attainment and knowledge of the children. LM said that targets are well maintained in most reas. CHa added that greater depth in KS1 is not equivalent to greater depth in KS2. LM stated that once the data is final they can identify successes and areas to work on which will inform the SDP. LM said they should receive progress scores at the end of the summer and individualised scores for groups in November. LM concluded that she is over the moon and very proud of the results. PA commented that it is pleasing to see the expectations being met which shows how accurate staff assessments are. LM agreed that the assessments are very secure.

CH raised that P.E and Sport are not mentioned on the SDP. LM replied that next year they will focus on the curriculum and what they want children to be able to do/ know when they leave school and P.E/ Sport will be included on it next year. PA added that we receive a grant for Sports Premium which we do report upon. LM informed governors that the other key focuses of the SDP next year are SEMH, times tables, playground behaviour and finance.

7) Safeguarding update

CS informed governors that there is a new version of Keeping Children Safe in Education. CS will shortly be sending out the link and all governors must read this and sign a code of conduct. **ACTION CS AND ALL-** Send link and all to read. PA informed governors that there is also a link in the latest briefing from Governor Support.

8) Health and Safety update

CHa said there was nothing to report on since the last meeting.

9) Report from Finance and Staffing Committee

PA reminded governors that the minutes are on Governorhub. PA informed governors that at the last Finance and Staffing meeting they looked at the overall expenditure and income and agreed a draft budget which has since been adjusted. PA said that Cathy has added this to Governorhub for governors to approve tonight. PA informed governors that the rollover carried forward for next year is 77k and in the second year 10k. PA added that every effort has been made to prevent a deficit. TB asked who is interested in this information? PA replied the Educational Funding Agency. PA added that as long as he has been a governor, there has always been a deficit predicted for the third year. TB asked what the EFA would do if we predicted a deficit? LM replied that they could challenge our practice and make suggestions on where to save money that we may not agree with. DM added that the budget is set as worst case scenario using maximum costs and minimum income. LM informed governors that in the third year a new national funding formula will be in place that should benefit us. PA added governors that Lethbridge is one of the lowest funded school in Swindon due to the amounts of Pupil Premium and hopefully the readdressed formula will improve matters. PA recommended governors read the minutes from the meeting for a detailed explanation of the budget. PA summarised that there are no concerns for the year ahead and asked if all were in favour of approving the budget. All were in favour and the budget was approved. PA informed governors that Cathy can now submit this to the EFA.

10) Governor updates

PA reminded governors that there have been two briefings from Governor Support since the last meeting which have been added to Governorhub. He said that Academies and Maintained Schools are asked to complete a Good Estate Management Survey. PA asked CW if he would do this. CW replied that he will look into this, and added that we undertake our own independent surveys. **ACTION CW.** PA and EL thanked those who had attended training this year and informed EL of what they had attended in order to keep an accurate record that demonstrates self-improvement. PA reminded link governors to complete their visit reports as soon as possible.

11) AOB

JD informed everyone that he and TB had attended the Planning Committee meeting earlier this evening and that he spoke at the meeting to support the removal of the pillars. JD informed governors that it is very rare for the committee to vote against the opinion of the Planning Officer, however in this instance the committee supported the removal of the pillars. PA and LM thanked JD and TB. CH added that about 80% of the comments online were in support and lengthy comments, and that one comment demonstrated that the original wall did not have pillars and argued that they should not be standing without a wall. CW added that the online support was the reason it went to a committee meeting. NM asked what the timescale for removing the pillars would be? CW replied that they would need to be removed during a school holiday as the public footpath would need to be redirected through the KS2 playground. KM asked if this is feasible for this summer? CW said that it is short notice. CH suggested October half term should be enough time to remove the pillars. CS suggested giving the bricks to English Heritage. PA said that it will be easier to solve removing the pillars than solving paying to rebuild them and thanked JD and TB for attending the meeting.

PA informed governors that Simone's term of office as a parent governor has come to an end and she has expressed a wish to continue. Nomination letters will be sent out to all parents. **ACTION CLERK-** Send nomination letter to parents.

NM stated that she had been in contact with Metro Bank who can come into KS2 classes to deliver workshops about money and financial security and asked if they would like to be put in touch with her contact. CHa replied yes please.

13) Date of next meeting :

The next meeting will be held on Thursday 27th September at 7pm. **ACTION CLERK-** Circulate meeting dates for the year.

14) Close of meeting

PA thanked everyone for attending and wished them a good summer break. PA closed the meeting at 7.55pm.

4) Matters Arising

Detail	Allocated to	Action
Minute 4	All outstanding	Hays Safeguarding training
Minute 4	Link governors outstanding	Complete and circulate visit reports
Minute 7	CS	Send link to updated Keeping Children Safe in Education
Minute 7	All	Read Keeping Children Safe in Education
Minute 10	CW	Look into Good Estate Management Survey
Minute 11	Clerk	Send out Parent Governor nomination letters
Minute 11	Clerk	Circulate meeting dates for 2018/19

Minutes signed by on.....