

LETHBRIDGE PRIMARY SCHOOL GOVERNING BODY Company number 7685652

***Minutes for the Full Governors' meeting held on
Thursday 22nd September at 7.00 p.m. at school***

Our duties as governors are:

- ***to encourage all governors to contribute to all items discussed and speak freely and openly***
- ***setting vision, ethos and strategic direction***
- ***holding the Head Teacher to account for the educational performance of the school and its pupils***
- ***overseeing the financial performance of the school and making sure its money is well spent***
- ***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

SDP

SEF

KS2 Data 2016

Pupil Premium Spending 2015

Pupil Premium Spending 2016

Summary Data Report Term 6

Summary Data Report Term 6 EYFS

Vision

Behaviour Policy

EYFS Policy

Health and Safety Policy

Whistleblowing Policy

Pupil Premium Policy

Attended by:

Patrick Weir (PW)

Philip Ashdown (PA)

Lisa Mayes (LM)

Christopher Hobson (CH)

Carly Chew (CC)

Chris Webb (CW)

Kristina Mussnug- Barrett (KM)

Damien Mackman (DM)

Terasa Beach (TB)

Emily Longthorne (Clerk)

By Invitation:

Cathy Millen (CM)

Claire Harmer (CHa)

Caron Short (CS)

Apologies:

Tara Moran

Arlene McLaughlin

Julie McLaren

Simone Franklin

Absent:

Matthew Simpson

1) Welcome, apologies and declarations of interest

PW welcome everyone to the meeting. He welcomed LM in her new role as Acting Head, and CHa and CS as Acting Deputy Heads. PW notified governors of Peter Richardson's resignation after serving as a governor for a long time and thanked him for his work. Declaration of Interest forms were handed out and returned. The Governors' Code of Conduct Register was signed. **ACTION GOVERNORS RETURN DECLARATION OF INTEREST FORM BY 10th OCTOBER.**

2) Appointment of Chair and Vice-Chair

PW and KM are happy to continue in their roles as Chair and Vice Chair. The Governors approved of this decision.

3) Notification of items for AOB

PW- MAT discussion.

4) Minutes of Previous Meeting 12.07.16

The minutes were approved as a correct record of the meeting.

5) Matters Arising

The free trial of Governorhub had been extended and all governors have logged on. Governors agreed to pay for the subscription, cost of £100 per year, as they have found it to be useful and more organised.

The Home School agreement had been amended.

6) Review pecuniary interests register

Declaration of Interest forms were circulated prior to the meeting and handed out at the meeting for governors to sign and return to the clerk.

7) Data report from Head

The reports had been circulated prior to the meeting. LM thanked all staff for outstanding data despite a difficult year regarding the new curriculum and testing.

In KS2 results in Reading, Grammar, Science and Maths were all above 90% and therefore significantly above the local authority average and national average. At 69.1%, teacher assessed writing tests results for Lethbridge were much lower. This is due to a discrepancy in moderation between Swindon and other local authorities, causing Swindon to have the lowest writing results in the country. LM said she is confident that at least 5 children's results should have been above expected, but were not. This would have increased the result to above the national average. Furthermore, Lethbridge writing results are more than 10% higher than the local authority average. LM is confident that we are able to prove that the writing scores are an anomaly based on examples of children's work and the data in reading, spelling and grammar. PW asked if the moderation issue had been fixed for next year. LM answered that they are looking into changing moderators having lost confidence in the current moderators. PW asked if other schools were considering changing moderators. LM answered that only academies can choose, but yes other schools are looking into other counties. Therefore we should choose to go where the other Swindon schools go in order to share moderation meetings. This will be brought to governors when a decision is required. The Progress scores also show an anomaly for writing due to the moderating process, however we were still comfortably within the floor targets for progress.

In KS1, the national pass rate for the Phonics screening check was 76% meaning Lethbridge scored significantly higher at 81%. The children have had the new curriculum from the beginning and results are very good, showing the high standard of teaching.

EYFS attainment is outstanding and well above the LA. Areas to improve are decreasing the gender gap between boys' and girls' writing and improving access to technology.

DM asked what the parents response to the SATS results were, particularly the writing. LM answered that parents were pleased with the results, especially with the uncertainties of the new assessments.

PW thanked staff for their hard work and another set of fantastic results.

8) Pupil Premium Report

The report had been circulated prior to the meeting. The report showed the aims of the spending, interventions, cost and staff involved. Examples of spending are on academic support, social and emotional groups and school trips. LM said that she is pleased with the value for money and therefore the plans for next year are to stay the same with a few additions. The KS2 results showed that there was no gap between PP children and other children. PW asked how our spending compares to other schools. LM replied that we do not have many PP children and therefore receive less money, and the PP children are throughout the year groups and so spending is spread across the school. PW asked what the changes for this year are. LM answered additional TA support in year 6 and a Specialist Play Therapist.

9) New School Development Plan

The SDP was written on the Senior Leadership planning day, and written with the belief that Lethbridge is an Outstanding school. The areas for development in progress and development are: EYFS- To close gender gap in writing and improve technological experiences, KS 1 – ensure children that have fallen behind from their year R results catch up in reading and writing and in KS2 – to improve progress scores so all children make at least expected progress and a significant number exceed this and to improve Parent Communication. CH informed governors that he had heard of a social media program run by schools for parent communication. CS and CW replied that they have been looking into a free app called Class Dojo. CW also now has secured ownership of the Lethbridge facebook page and has set up a twitter account(@LethbridgePri) which they are building up. LM added that parents' surveys are also useful and we get positive feedback from the variety of experiences, such as residential trips, that Lethbridge offers. LM told the governors that with new leaders in roles, they will need to be able to articulate their understanding of the school. PA suggested mock interviews. KM recommended governors actively visit the school and know the current children, not just leavers' results as Ofsted inspectors have high expectations of governors. PW suggested that governors revisit this at the next meeting. **ACTION CLERK- ADD TO AGENDA.**

10) New Prospectus

The prospectus will be completed once the Head Boy and Head Girl for this year have been revealed.

11) Head performance review - date to agree

LM and Pay Panel to agree meeting dates for before half term for Teachers' performance review and pay. **ACTION PAY PANEL/LM.**

12) Website Compliance Report

The 2016 data is to be added to the website once it has been validated. LM is considering how to present the writing scores. TB said that the end of year governors' newsletter had mentioned moderation of writing results, so the subject should be followed up. PW suggested stating that the discussions are ongoing.

13) Policies

*Vision, Pupil Premium, Behaviour
EYFS, Health and Safety, Whistle- Blowing*

DM mentioned that the new head teacher needed updating on the Whistle-blowing policy. **ACTION CLERK- AMEND.** Otherwise, all the policies were approved.

14) Governor Updates

Governors agreed to pay for subscription to Governorhub.

The Link Governors for the year are:

PW- Safeguarding and Values

DM- Maths

CH- PE

KM- SEN/LAC/PP

TB- Most Able

MS- ICT

SF- English/ FOL Link

PA- Health and Safety

JM- Possible Community link governor.

PW to ask JM and AM what areas they are interested in. **ACTION PW.**

ACTION CLERK- SEND SUBJECT CO-ORDINATOR EMAIL ADDRESSES TO LINK GOVERNORS.

15) AOB

The governors discussed the options and key questions they have with regards to Multi- Academy Trusts. PW suggested a governor working group to further investigate options. KM, PA, DM and TB have offered to be a part of it. CH offered to be a back up if more help is required.

16) Date of next meeting: *Tuesday 29th November*

17) Close of Meeting

PW thanked everyone for their attendance and closed the meeting at 9:05pm.

Summary of action points from the meeting:

Detail	Allocated to	Action
Minute 1	Governors	Return Declaration of Interest form by 10 th October
Minute 9	Clerk	Add Governor SDP to next agenda
Minute 11	Pay panel/ LM	Agree meeting dates
Minute 13	Clerk	Amend Whistle-blowing policy
Minute 14	Clerk	Send Link Governors their Subject Co-ordinators' email address
Minute 14	PW	Ask JM and AM for Link Governor preferences

Minutes approved by on