

Horspath Church of England School

Meeting of the Full Governing Body
Tuesday 21st March 2017



<p>Present:</p> <ul style="list-style-type: none"> • Michelle Bailey – Staff • Rebecca Brown – Associate member • Emma Coleman – Headteacher • Janet Crooks – Parent • Munaza Dogar – Parent: CHAIR • Phil Goodliffe – Parent • Sarah Herring – Co-opted • Richard Hughes – Co-opted • Gillian Nightall – Foundation • Chris Rodgers – Parent 	<p>Apologies:</p> <ul style="list-style-type: none"> • Peter Dobson – Local authority • Emma Pennington – Foundation <p>In attendance:</p> <ul style="list-style-type: none"> • Helen Batten: Clerk
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Quorum was confirmed.

REF	ACTION
14/17	<p>Apologies for absence</p> <ul style="list-style-type: none"> • Apologies had been received from PD and EP, and were accepted. CR and RB would need to leave the meeting early. • Quorum was confirmed.
15/17	<p>Declarations of interest</p> <ul style="list-style-type: none"> • No substantive items of AOB had been received. • No governor declared a material interest in any agenda item or any change to information previously supplied.
16/17	<p>Election of Chair of Governors: MD had indicated she would be willing to continue as Chair for a further year. This was approved unanimously and MD was duly appointed to serve as Chair for a period of one year. Governors thanked MD for this commitment.</p>
17/17	<p>Election of Vice Chair of Governors</p> <ul style="list-style-type: none"> • RH had indicated he would be willing to continue as Vice Chair for a further term. This was unanimously agreed and RH was duly elected to serve as Vice Chair for a period of one year. Governors thanked RH for this commitment. • It was confirmed that RH will not be looking to take the Chair in future and succession planning will be essential before 2018.

Signed

Date

18/17

Vote to formally join River Learning Trust

- MD and RH drew governors’ attention to previous discussion and paperwork that had been circulated. Following the January FGB further investigation into the proposed scheme of delegation has been completed. It was clarified that the version circulated is not yet final but we are confident that RLT have taken our requirements on board and the final version will include all necessary details. The final documentation will depend on completion of outstanding enquiries around the transfer of property and staff employments etc. The vote proposed at this meeting is so that we can proceed to resolve these issues.
- Further discussion covered the authority of RLT trustees to make fundamental changes to Horspath, and this was acknowledged to be little different to the current LA arrangements. Governors agreed that the crucial consideration is that we trust RLT to understand our ethos and to do the right things for Horspath as a member school. We believe this is the case although we cannot predict what internal or external factors might influence RLT decisions in future.
- GN felt that the implications for foundation governors within RLT are not yet sufficiently clear and was concerned to be taking this decision in the absence of the other foundation governor. However it was clarified that arrangements for foundation governors do not form part of the scheme of delegation; the Diocese has raised no objections to the proposed arrangements; and there will be further opportunities to explore any aspects where we want extra clarity. It was suggested that foundation governors should discuss any current concerns with Garsington governors who are in the same position as a church school preparing to join RLT.
- Governors then approved the recommendation that Horspath should join RLT on 1st May 2017, subject to completion of the necessary legal work and subject to the satisfactory completion of schemes of delegation reflecting all discussions to date.

CR left the meeting.

19/17

FGB meeting 17th January 2017

- **Minutes** which had been circulated were agreed to be an accurate record and signed by the Chair.
- **Matters arising:** Outstanding actions and matters arising, not otherwise covered, were considered:
 - **105/16 – PE link governor:** Appointment is outstanding by CL&C committee.
 - **5/17 – Bullying information for parents:** EC confirmed that a link has been circulated.
 - **9/17 – Funding consultation response:** RH explained that the structure of the consultation, focussing on the process rather than the impact on individual schools, effectively prevents its use a means to raise concerns. Although there

RH

Signed

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has been a strong national response to the proposals and a change of policy may well result, governors agreed it would be helpful to highlight to parents some potential changes if the proposed formula is implemented. Information for the newsletter will be prepared.

RH

RB left the meeting.

20/17

Complaints policy: An updated policy had been circulated. RH confirmed that this follows the RLT version which has been discussed in detail by CL&C committee. RH also recommended inclusion of two further changes: to specify that all issues should be dealt with in school in the first instance before passing to governors; and to specify that one member of the complaints panel should be from another school within RLT. Subject to checking RLT approval of the second point, the policy was approved with the inclusion of these changes.

RH

21/17

Headteacher's update: A report had been circulated.

- (i) **Pupil vacancies:** Further enquiries have been received but not, so far, for the years which have spaces.
- (ii) **Premier Soccer:** Governors were interested to know the reasons behind the school's decision to discontinue Premier Soccer provision. EC explained that there have been some concerns with the variable quality of Premium Soccer employees and this will enable us to provide a consistent approach to behaviour management. Activities will be covered by school staff in future.
- (iii) **Attendance:** EC clarified that although attendance for one child with PP and SEN has recently fallen (which is being monitored carefully), overall PP/SEN is much improved this year.
- (iv) **Bullying:** MB reported that the instance referred to has been satisfactorily dealt with and there are no ongoing concerns.
- (v) **Safeguarding:** EC reported that the audit completed today raised a few minor action points but no significant concerns. Arrangements will be made for safeguarding training to be completed by governors as necessary.
- (vi) **Health & safety:** EC updated on a recent playground incident when a child broke a leg as a result of a collision with another child. The risk assessment will be reviewed to ensure that all points are covered, including the sharing of the play areas by different ages. There is limited scope to make changes to playtime arrangements as there are not enough staff to cover two breaks.
- (vii) **Pupil progress**
 - EC explained that the increase in children working above age-related expectations is partly due to teachers' increasing confidence to correctly identify where children are working at greater depth.

EC

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- Current Y6 projections are 76% achieving the required standard in reading, writing and maths with 26% working at greater depth. EC explained that these increases are due to this cohort having worked with the new curriculum for several years, so they are no longer catching up. Teachers have also become more skilled at teaching the curriculum and at knowing how to produce the evidence required.
- (viii) **SEF:** An updated version had been circulated.
- EC explained that the number of children who made low progress across reading, writing and maths last year has significantly reduced this year. This is partly due to curriculum changes but is mainly the result of the effective use that pupil progress meetings make of this list. Governors asked if there is any particular intervention we have invested in that has brought about this improvement. EC explained that it cannot be attributed to any one thing, but is about accurately identifying children who are not making expected progress, putting in appropriate interventions at an early stage and monitoring all aspects of progress closely to ensure that interventions are effective.
 - Governors suggested that the SEF should place greater emphasis on success, e.g. the reduced number of children not making good progress and instances where accelerated progress has been made from KS1 to KS2. EC will look at this aspect, with governor input, to ensure that we are presenting an accurate self-assessment. Committees will also look at their relevant sections to ensure that we clarify where activities have gone well.
 - EC explained that the gender gap in writing remains a concern and momentum has been lost in raising boys' achievement. This will be given an additional push for the remainder of this year, and activities will extend into next year if necessary.
- (ix) **SDP:** There have been no changes since the last meeting.

EC, JC, MD, RH

SH apologised and left the meeting.

22/17

Committee updates

- It was agreed that committee minutes will be circulated before each FGB which will then take questions or update on live issues.
- **Achievement & standards:** An update following the meeting on 6th February had been circulated. The reading survey for parents will be discussed at the next meeting on 27th March.
- **Children, Learning & Communications:** EC reported that the LA has refused to issue an attendance penalty notice requested as a result of an unauthorised period of absence because the child in question

JC, MD, RH

Signed

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	<p>had good attendance last term. However it is known that this issue will arise annually and we will take it up again.</p> <ul style="list-style-type: none"> • Resources: JC reported that work is in hand to prepare a temporary budget to September 2017. A new budget in line with the academies accounting year will then be required by 29th June for RLT approval. It is not yet clear what processes this will entail and more information will be provided when available.
23/17	<p>Governor training</p> <ul style="list-style-type: none"> • It is understood Horspath will have access to online governor training purchased by RLT and this will be confirmed. It was agreed that the Key is a very valuable resource which should be retained. • Governors who have not completed induction training or would like to refresh their knowledge have been invited to attend training at Marsh Baldon. Arrangements will be notified. <p style="text-align: right;">RH EC</p>
24/17	AOB: None.
25/17	Date of next meeting: Tuesday 9 th May 2017, 7.00 pm.
	MD thanked all governors for their attendance and input and closed the meeting at 9.20 pm.

Signed

Date