

## Wateringbury Primary School

### Minutes of the Governing Body meeting held on Thursday 6<sup>th</sup> December 2012 3.45pm at the school.

**Present:** Mrs Hanley (Chair), Mr Clark , Dr B. Bowie (until 5.30pm), Rev. J. Brown (from 4pm), Mrs B. Evans, Mrs E. Humphrey, Mr Smith, Mrs Usher, Mrs N. Vinall (headteacher)  
Clerk: Mrs S Wallis

#### **1. Opening Prayer.**

The meeting commenced after prayer.

#### **2. Apologies for Absence.**

None.

#### **3. Declaration of business interests.**

None.

#### **4. Minutes of the previous meeting.**

The Minutes of the meeting of 4<sup>th</sup> October 2012 were agreed as an accurate record of the meeting and signed by the Chair.

#### **Matters Arising.**

Mrs Vinall updated the Governors on the progress of the new school website. Mrs Worrall is preparing to go live, including all the new statutory information which is required. There is a possibility of having a portal for the Governors to use to centralise all documents and information. EIS will manage the website for the school. Emails are now all running under Kent Learning Zone (EIS)

#### **5. Headteachers report.**

The Headteachers report was distributed prior to the meeting, a copy of which is held with these minutes.

#### **Section 1.2 Pupil Premium.**

A Governor questioned whether the Lexia program was available just for those pupils who receive the pupil premium (PP). The answer was no. Only a proportion of the Lexia program was funded through the PP. The pupils receiving PP are being monitored.

**ACTION 1: The impact of the Lexia program will be specifically tracked by the Data Impact/ Curriculum Committee.**

The remaining budget of the PP funding is allocated to one-to-one tuition where appropriate. A Governor asked when this wouldn't be appropriate, the answer was if the pupil was too young, or had special needs that meant they wouldn't benefit from this form of tuition.

A Governor asked if Watlington had a hardship fund. The answer is no but the school always offers help if parents have a need.

**Section 1.4. Curricular Development.**

A Governor questioned the benefit of reading corners given that the classrooms were already of a limited size and the library was well stocked. The Governors were told that all the professional advice given to the school has indicated towards the importance of book corners within the classroom. A staff Governor agreed that it is useful to be able to observe the children reading, as it identifies the 'flickers' who are not properly reading. The Governor continued that only a Librarian makes a library successful and this is something that needs to be budgeted for, and would make a school outstanding.

The Headteacher is interviewing next week for a new resource (12.5 hours) which will provide an opportunity to move TA's around and support the streaming for maths groups in Crimson class.

**Section 1.5. RE and Worship.**

The Governors requested feedback from this meeting.

**ACTION 2: Minutes from the Worship Committee to be distributed to the Governors.**

The Committee comprises Rev. Brown, Mrs Payne, Mrs Bowie, Mrs Glasscote and Mrs Vinall. The Committee works to incorporate other Anglican denominations. The Governors were informed there were a number of other religions within the village.

**Section 2. Standards and Achievement.**

The Governors requested to have some context to the figures.

**ACTION 3: Headteacher to include local and national levels alongside the schools.**

**Section 6.2 Premises**

See confidential items

The Governors all agreed to allocate £3,000 for the electrical upgrade.

**6. Collaboration Plan.**

There is £7,000 in the collaboration fund.

**ACTION 4: Headteacher to distribute the Collaboration plan to the Governors'.**

## **7. Review updated School Plan.**

The updated School Plan was distributed to Governors prior to the meeting, a copy is held with these minutes. Mrs Hanley has created a new RAG report to be updated by the Chair of the Committees, a copy is held with these minutes.

## **8. Review Policies.**

The Appraisal policy and the Capability policy had been reviewed by the Pay and Personnel Committee. The Governors approved both policies.

## **9. School Status update.**

Mr Bowie distributed to the Governors before the meeting a report on the latest stage, a copy is held with these minutes.

The new Governing Body will need to have 12 members on it. The Governors will be able to respond to concerns raised throughout the process. For example having a member from Teston.

## **10. Committee Reports.**

### **Data Impact/ Curriculum Committee.**

Mr Smith talked the Governors through the main points of the minutes.

The KS1 results were pleasing. Two points progress was made in KS2 in Writing and Literacy. Maths was off target. Figures were distorted by a few individuals. Governors were made aware of the circumstances. Middle achievers generally performed well and the focus remains on the top achievers. Results for the Early Years phonics test were good.

### **Pay and Personnel.**

Mr Clark briefed the Governors on the latest Committee meeting. Provision mapping is complete.

See confidential minutes.

**ACTION 5: Mr Clark to distribute notes.**

## **11. Governor visit reports.**

Mr Smith had accompanied Blue class on a trip to Dover Castle, the report is held with these minutes.

## **12. Governor training.**

The Governors all attended training on Ofsted on Governance.

Mr Clark attended training on the Early Years in November.  
Mr Smith attended training on Headteacher appraisals.

**13. Correspondence.**

None

**14. Any Other business.**

See confidential minutes.

**15. Confidential matters.**

See attached.

Date of next meeting: Thursday 7<sup>th</sup> February 2012 4pm

The meeting closed at 6.10pm.

Signed \_\_\_\_\_ (Chair)      Date \_\_\_\_\_