

Wateringbury CE Primary School
Learning, Growing, Achieving...Our journey together

**Minutes of the Full Governing Body meeting
held on Tuesday 16th July 2014 at the school.**

Present: Mr Clark (Chair), Mrs Crawford-Usher (Headteacher), Mr Dunn, Mrs B. Evans, Mrs Rowlinson, Mrs Stockham, Mr Wright (from 4.20pm).

Clerk: Mrs S Wallis

In Attendance: Mrs Williams (DH), Mrs Isted (Associate Governor), Mrs Catmull (until 4.25pm), Miss Jupp (until 5.10pm), Mrs Jones (until 5.55pm), Miss Ward.

1. Opening Prayer.

The meeting commenced after prayer.

2. Apologies for Absence.

Apologies were received and accepted from Dr. Bowie, Mr Smith and Rev Brown.

3. Declaration of business interests.

None.

4. Minutes of the previous meeting.

The Minutes of the meeting of 13th May 2014 were agreed as an accurate record of the meeting and signed by the Chair.

Matters forwarded.

ACTION 1: Governor SEF update to be completed over the summer.

ACTION 2: TOR for FGB to be completed.

5. Headteacher's Report.

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

Early Years (EY)

Mrs Catmull distributed data sheets for the EY (35 pupils).

77% (27 pupils) have achieved the expected level in the 3 Prime areas of learning, this compares to 73.1% last year (23 pupils).

The 8 pupils who did not achieve this level are already involved in interventions. All have progressed in all areas this year. Governors were shown details of interventions in place.

One Pupil Premium (PP) pupil didn't achieve the Good Level of Development (GLD) but the other 2 did. PP funding has been used for before school clubs.

Q How many of the 8 who didn't achieve a GDL are SEN?

A Seven. The other one is very young (an August birthday).

Q Will the SEN remain for this cohort?

A Miss Jupp explained that the SEN code of practise is changing from this September so the School is in the process of changing the list to meet the new criteria. There will be children who will no longer be classed as SEN but the School will be creating an extra category to support those we feel still need extra help.

Q Do any of them have severe needs?

A No, all of them have made progress. Some came into the School at a very low level (22-36months).

4.20pm Mr Wright entered the meeting.

Q Is there anything we should have done this year but didn't?

A No. Children have been tracked very carefully and this will carry on to next year.

Q: How does this compare to Kent levels?

A: Kent expects a GLD of 68%.

4.25pm Mrs Catmull left the meeting.

SENCO

Miss Jupp distributed the SEND data.

Year 5 reading has been identified as a weak area.

Q Have those in Y1 made any micro-progress?

A There is external support. Interventions are in place for help with phonics and reading.

Interventions are in place for Y2 but not long enough to impact the scores. There are a lot with dyslexic tendencies which has an impact on their maths progress also.

Q Do we know whether any have Dyscalculia at this age?

A It's too early to tell.

A Governor pointed out that the reading APS for the Y6 SEN is higher than the whole year group APS.

Q How does this compare to other schools?

A This does come up at collaborative meetings. However each SEN pupil has their own individual needs and so it's not easy to compare data.

Q Will the interventions continue?

A There will be meetings to reassess and an opportunity to change interventions where required. The schools approach is to support these children within the class environment. A governor commented that this approach fits in with new curriculum.

Q Is there a gender impact on SEN figures?

A Some years are even, some are heavier boys. Y3 is two-thirds boys. Y2 there are a lot of dyslexic boys. Girls are better at coping with dyslexia, using strategies to deal with it.

A Governor commented that the figures show the progress in the last year is exceeding the cumulative scores thus suggesting a positive overall trend which is good to see, a move in the right direction.

It was pointed out that next year there won't be any comparative data as some of these children won't fall into SEN under the new code.

Pupil Premium

Miss Jupp distributed the data on PP for year group and individuals.

Q Is this on the website?

A Yes, this is the updated version.

A Governor pointed out demonstration of a positive impact of PP spend on a pupil in Y5 who started in September with a points progress score of -2 and ended the year with 4 points progress.

Governors would like to see the same format for PP for next year so they can compare the PP data. It was pointed out that the APS score for PP can be taken from RAISE and is on SIMS.

Q Are there any national statistics?

A: Yes, on RAISE you can compare the APS. However, you have to be careful using the APS as it can mask poor individual scores.

ACTION 3: Next FGB to have some comparable PP data.

5.10pm Miss Jupp left

KS1 data

Mrs Williams distributed the data. All have made progress bar one. This one was disappplied from the phonics test and interventions are in place. A Governor linked this child to the data in the PP table.

A few children have made 6 pts progress. The Y1/2 split has been beneficial to the Y1 children.

Q: Why the Y2 difference between Blue and Indigo?

A: Depended a lot on where the children came from.

Q: These 2 groups are going to be altogether in Y3 next year?

A: The school has addressed this concern. The children are more mature. Interventions in place are carrying on next year.

KS2 data.

Mrs Jones ran through the data that was distributed prior to the meeting.

KS2 SATS. Y6

Maths L5 & L6 were lower than last year as the highest level for those entering Y6 was a 5C, so big progress was required (4 pupils achieved a L6).

In reading the high achievers (coming in on a 5C) didn't achieve as well as expected which is a focus for next year. To get to L6 requires a different style of teaching and the format changed this year. Next year teachers will focus on the mechanics of the language and to concentrate on having a secure L4 before moving up from 3A. Having the small classes will help promote beneficial discussions.

Q What was the national level?

A 0% L6 readers.

Q Is this focus going to be in the School plan?

A Yes it will be.

Other national levels aren't known yet.

ACTION 4: National results will be known at the end of October. FGB to compare these to the school results in November.

Governors noted that 2 levels progress is very high for Y6. Three levels progress is up on last year in all areas.

The combined RWM L4+ is at 83% which is well above this year's National Floor standard set by the DoE (65%) and almost at the level set for 2016 (85%).

The 2 levels progress in writing fell marginally below the Floor standards (one child).

A Governor highlighted the fact that the Government see 30% making better than expected progress (progress 3 levels) as good. The school exceeded this in all areas for this Y6 group.

Q Will these results go onto the School website?

A Need to wait for RAISEonline.

Y5

Target setting will be done in September for each child. A focus will be on accelerating reading progress with particular spotlight on level 5 readers achieving highest levels (5b/5a/6)

Y4

Looking healthy. Writing will be a focus for next year.

Y3

Looking healthy.

Q: What is the school doing to move over to the new system of progress tracking for the new Curriculum?

A: It is the first thing on the collaborative plan for September. All the Schools in the Collaboration are going to do the same so that we can compare data. There has been little guidance from the Government.

5.55pm Mrs Jones left the meeting

Sports Funding

Mrs Williams distributed the data for sports funding along with a PE questionnaire.

Results showed that 97% of children enjoy PE (2 children don't)

Q: Why?

A: This will be looked into.

£295 has been spent on a Skipping workshop. The questionnaire is evidence that this was money well spent; 71% enjoyed it & 60% play it more now.

£400 was spent on a Dance workshop; 79% enjoyed this.

A Governor mentioned the possibility of using the Scout Hut after school as indoor space is an issue in the event of poor weather.

Q: When does the money have to be spent by?

A: There is no time limit. The School knows what we are going to be using the remaining funding on. Miss Ward will continue the analysis next year. A Governor requested that the questionnaire is repeated next year.

Whole school targets.

Data was distributed to the Governors.

There are some lagging Y5 readers in Orange class which is the only concern now with Orange Class. Governors noted that a year of stability has seen some good achievements.

Staff structure for next year

Fully staffed. 2 NQTs.

The Y3 of 36 will be monitored closely.

The Deputy Head role has been filled (Miss Ward).

Governors commented that this had all been communicated well to parents.

Q Which of the subject leaders have been on the new curriculum training?

A Maths, English and IT.

Q Has it been disseminated to other staff?

A Yes, at staff meetings this term.

Q Is IT going to be added to the tracking?

A The School will continue to focus on reading, writing and maths as before but teacher's will be tracking pupil's progress in IT.

A Governor commented that they need to be aware how the new IT curriculum is being implemented. The HT replied that the IT subject leader (Mr Evans) will report to the FGB, and also the IT Governor (Dr. Bowie) will be monitoring implementation and feeding back to the FGB. The School will have a dedicated IT teaching suite from September.

6. Finance.

Mrs Evans distributed a draft Finance Policy to the Governors prior to the meeting. The Finance Committee have approved a revised edition. Mrs Evans will circulate the final version.

7. Communication.

The Minutes of the meeting of 3rd June 2014 were circulated prior to the meeting. A staff survey is being undertaken, results will be given at the next FGB. Mr Smith is working on a Governors' end of year letter for parents.

8. Monitoring, Learning and Curriculum.

The Minutes of the meeting of 3rd July 2014 were circulated prior to the meeting. A Governor requested to see subject action plans.

ACTION 5 Subject action plans will be put on the Governor section of KLZ by the end of the summer.

9. Premises.

The HT spoke of an upcoming meeting with the Diocese to discuss Diocese funding. A Surveyor is to visit and help prepare a bid for School improvements to go to John Constanti before 31st August.

10. Pay and Personnel.

Nothing to report.

11. Governor Training feedback.

IT conference.

New curriculum training – overview can be found on KLZ.

12. Chairs actions/correspondence.

None

13. Any Other business.

Thursday 25th September 7.30pm – meeting with Borough Green Governors to exchange ideas and best practise.

ACTION 6: Mrs Rowlinson offered to look into Gift Aid on sponsorship money

The 16th/17th September are parent information evenings at School. The HT suggested Governors attend.

14. Confidential matters.

Nothing to report.

Date of next meetings: Wednesday 1st October 2014 4pm
Thursday 18th November 2014 4pm (Data)

The meeting closed at 6.30pm.

Signed _____ (Chair) Date _____