

Wateringbury Primary School

Minutes of the Governing Body meeting held on Tuesday 18th November 2014 4pm at the school.

Present: Mr Clark (Chair), Mrs Crawford Usher (Headteacher), Mr Dunn, Mrs B. Evans, Mrs Phillips, Mrs Rowlinson, Mrs Stockham, Mr Wright.

Associate Governors: Mrs Isted, Ms Ward

Clerk: Mrs S Wallis

In attendance: Mrs Dharmalingam and Mr Evans (until 4.20pm), Mrs Shaw, Mrs Catmull and Mrs Jones (until 6.20pm)

1. Opening Prayer.

The meeting commenced after prayer.

2. Apologies for Absence.

Apologies were received and accepted from Mr Smith.

3. Declaration of business interests.

Received from Ms Ward.

4. Minutes of the previous meeting.

It was agreed to carry forward all matters arising from the previous FGB Minutes to the next meeting in January.

5. E-safety

The Governors were provided with documentation packs containing a completed self-evaluation form and other e-safety guidance.

Mr Evans and Mrs Dharmalingam updated the Governors on the latest e-safety activities within the school. There are termly e-safety lessons for all children and lots of visual posters around the school.

Governors were reminded to use their School emails for Governor work.

The e-safety Policy has been updated. Mrs Evans is to cover e-safety under her safeguarding Governor role.

A Governor commented that on a recent school visit he asked a number of children why the internet searches are filtered and they all knew why. Governors were happy that the policy has been well implemented.

A team of digital young leaders (Y5 and Y6) has been set up. These children can offer a go-between service, talking to other children who have concerns and may be reluctant to talk to an adult. The group have also led an assembly and set up a magazine.

A Governor highlighted poor parental attendance at an e-safety evening. The HT commented that there will be a trial afternoon session where children will present the information.

The 10th February is Safe Internet Day which is another chance to highlight the importance to parents. The e-safety leaders will try and organise a presentation. Staff training is continuous. MGGS/MGS have offered staff training in March next year. Governors are also invited to attend.

ACTION 1: Governors to let Mrs Crawford Usher know if they can attend.

The e-safety leaders are looking into inviting a secondary school teacher in to talk to the Y6 children about e-safety, to help with the transition process.

Q Has one member of staff attended appropriate training?

A This is pending.

Q What is e-safety academy?

A A training scheme which could be used for staff, currently looking into this.

Q Where is the e-safety policy held?

A On the website, KLZ, in reception, ICT suite and the staffroom.

The Governors thanked the e-safety team for the outstanding initiatives.

6. Data Analysis.

The data for each year group was distributed to the Governors prior to the meeting along with whole school targets for 2015.

Early Years 6 girls 13 boys.

Reading; the majority are on track.

Q What interventions are there?

A There are group guided reading sessions with the teacher to help children describe books in sentences.

Q There are none above expected in reading, how does this compare to previous years?

A It is similar. With reading, due to the criteria, it is harder to be above expected progress.

Writing; 84% are on track

Clever fingers intervention has been used to help some.

Maths; 1 child above, 79% on track

Interventions include practical group work. Everyday class planning means that separate interventions are not necessary.

There is one PP child with severe social/emotional difficulties but is learning at expected level in all subjects. Interventions include transition work for the child.

Q How confident are you there will be improvements in December?

A They are progressing all time, there have been movements since the figures were done 2 weeks ago.

Q What are the targets?

A For those below target to move up. The end of year targets will be updated in December.

KS1

Y1; 35 children (5 in blue)

There are 3 PP children who have all made 2 points progress.

Q Are the interventions for those who were previously on the SEN register carrying on?

A Yes, with TAs or small groups focusing on numbers, letter writing and phonics. Looking good in terms of end of year targets.

Y2; 25 pupils (15 boys/10 girls)

This is a class of high achievers but not all have made great strides yet (6 weeks of teaching).

Six didn't meet the phonics standard. There are a whole host of reading activities in place.

Q Are there interventions for children on the old SEN register?

A These were mainly speech issues and they would have come off the register anyway.

KS2

Y3 (21 boys/15 girls)

Current attainment is not as high as the transition to KS2 is a big step.

Q This time last year were Y3 looking the same? Is it an historical issue rather than cohort specific?

ACTION 2: HT to distribute data for the same period last year.

Q What has been the progress on providing additional support?

A There was no suitable responses from the advert therefore Mrs Crawford Usher has taken on the role.

Maths will be assessed in December, along with another writing assessment. Governors need to highlight the areas they want to receive data updates on at the January FGB meeting.

Q Why are some details of interventions not listed?

A Some have a lot, for example one child has upto 6 a day. They are listed on individual plans.

Q None are exceeding in reading, how does this compare to previous years?

A It's similar. The criteria for reading makes it harder to be above 'on track'.

Y4 (33 pupils)

Q How were the assessments reviewed?

A There were tests in maths and reading. The written was quality checked.

A Governor commented that comparing to the whole school end of year data the writing is below. Mrs Ward explained that the class teacher knows the areas to work on and Governors will see a better comparison in December. It was pointed out that children are still developing the necessary test skills for Maths.

Y5

The maths is taught with Y6 (except for 12 children). Those who have not made progress are supported by TAs in class.

Q What are the reading interventions?

A These are listed on provision maps but haven't been transferred to the data distributed to Governors.

Q What are the 12 children taught separately in maths doing?

A They need more calculation practise, a greater understanding and applying what they know. These children always have a separate lesson.

Y6

Each pupil has been looked at and specific interventions discussed to focus on getting pupils levels up.

Level 6 readers (13 children) have been targeted already.

Q How are they being taught?

A Mrs Worrall takes this group once a week.

Q Have any been identified for writing L6?

A No, the jump from L5 to L6 is too large, even though there are some good writers. There were no L6 writers last year either.

School targets indicate the School makes good progress from KS1.

Q What is happening to the children who are already L6 in maths?

A They are given work at the high end of L5 to start with, plus L6 work in class.

7. Staff survey feedback.

An Action Plan was made from the points raised in the survey. Mrs Catmull fed back to the Governors.

Communication was raised as an issue. A suggestion box was left in the staff room for 2 weeks. Seven comments were received.

There has been an audit of current staff skills/roles. A staff meeting has been arranged for the 19th November so staff are made aware of who is in charge of each role.

Coaching pairs have been arranged which staff are finding useful in terms of being able to ask for help and sharing ideas.

Q Are the SLT becoming more involved?

A Yes, they are definitely being tasked with more.

Q Were non-teaching staff and TAs involved in the survey?

A Yes.

8. Pupil Premium.

The data was distributed to the Governors prior to the meeting, a copy is held with these minutes. The data shows a largely good picture.

Q Why does the data not show those making below expected progress?

A These are detailed elsewhere.

Q Are we using PP funding to push them?

A Yes in reading and writing.

P56 of RAISEonline was shown to the Governors. This shows how in KS2 Wateringbury are closing the PP gap. The difference between PP and non-PP children is improving each year (8.5, 3.9, 2.2)

ACTION 3: HT to email a summary of RAISEonline and significant pages.

9. SEND.

A SEND report was distributed to the Governors prior to the meeting, a copy is held with these minutes. Progress is expected to be seen in the next set of data.

10. Chairs actions/correspondence.

None

11. Any Other business.

The Monitoring & Curriculum Committee are concerned about the lack of skills on the Committee.

It was suggested to create an Associate Governor role to bring in Early Years skills. Governors agreed with the suggestion. Curriculum leader's details will be emailed out to Governors.

12. Confidential matters.

None.

Date of next meeting: Thursday 22nd January 2015 7pm

The meeting closed at 6.45pm.

Signed _____ (Chair) Date _____