

ORMESBY VILLAGE SCHOOLS FEDERATION
Minutes of the Governing Body Meeting Held at Ormesby Village Junior School
Thursday 10th May 2018, 7.00 pm

Present

Ms L Bates (Headteacher)	Mrs C Brightman	Miss A McMyler
Mr A O'Connor	Miss K Poll	Mr C Robertson
Mr C Sillitoe (Chairperson)	Mrs K Wacey	Mrs J Ward
Mrs J McNelly (Clerk)		

Apologies Received

Mrs J Hawkins

Agenda Items Discussed	Action
<p>2. <u>Notification of Any Other Urgent Business</u></p> <p>No matters were raised.</p> <p>3. <u>Declaration of Business Interests/Conflict of Interest</u></p> <p>No Governors expressed a business or conflict of interest in any agenda item.</p> <p>4. <u>Minutes of the Meeting Held 5th October 2017, 30th November 2017 and 1st February 2018</u></p> <p>The minutes of the meetings held on the 5th October 2017, 30th November 2017 and 1st February 2018 were unanimously agreed to be a true record and were signed by the Chairperson.</p> <p>5. <u>Matters Arising</u></p> <ul style="list-style-type: none"> • Resignation; Following the meeting on the 1st February and subsequent notice to all Governors via the Governorhub, Mr Sillitoe gave a full explanation of Mr Parsley's decision to resign from the Governing Board. <p>Governors were advised of all the processes which had been carried out to show that the correct procedures had been followed by the Governing Board in respect of the academy resolution.</p> <ul style="list-style-type: none"> • Academy; The resolution to convert to an academy had been forwarded to the Local Authority on the 19th February but to date no progress had been made. <p>Mr Sillitoe outlined the numerous occasions he had contacted the Local Authority. Mr Sillitoe had been advised that the school should hear further information by the end of this week. Mr Sillitoe to keep Governors up-to-date via the Governorhub.</p> <p>Mrs Brightman asked about the timescale for converting to an academy and was advised that it would not be anticipated prior to the commencement of the Spring term 2019.</p>	

Governors asked if they were unhappy with the academy chain selected by the Local Authority whether an appeal could be made. It was considered this would be investigated, if necessary.

- Ofsted; It was noted that an Ofsted inspection should be carried out prior to the end of the Autumn Term 2018. Mrs Brightman asked if both schools would receive an inspection. Ms Bates advised it would only be the Junior School as it was given a 'requires improvement' rating at its last inspection.

Mr Sillitoe noted that the Improvement Board was acknowledging the work being done within the Junior School and that staff were committed to turning the school around.

- Science Tests; Ms Bates advised that every two years schools were randomly selected to complete science papers. This year the Junior School had been selected. The tests would be taken on the 15th June, when five children would be picked at random to complete three 25 minute tests.

6. Reports from Committee

- Finance/Resources; The Committee had met.

The schools budgets had been circulated to Governors prior to the meeting.

Both budgets were in surplus, this had been achieved at the Infant School by reducing the number of Teaching Assistants hours.

The impact of funding for SEN pupils together with the reduction of Teaching Assistants hours was discussed. Ms Bates advised that the school would now be applying for SEN funding directly from the Local Authority rather than the cluster. It is hoped more funds might be available.

The Committee had approved a spending of £6,000 for new books for the Junior School's library. Mr Robertson advised that £800 had been raised by pupils in the Fun Run and this would be used for the library.

Mrs Brightman asked what would happen to the existing books when they were replaced. It is anticipated these would be distributed between all the classes and utilised during lunchtimes.

- Teaching and Learning; The Committee had met.

Mr Robertson had been to a meeting to provide information about the curriculum and maths hub in the Junior School.

Mr Vaughan had also attended a meeting to give feedback regarding literacy at the Infant School.

Miss Poll and Mrs Wacey had carried out monitoring in year 3 and 4 at the Junior School and year 2 at the Infant School.

Mrs Hawkins and Mrs Ward had carried out monitoring of all year groups at the Junior School. Written reports had been compiled of their visits.

Mr Sillitoe thanked Governors for their monitoring and requested that Governors continue with observations.

Mr Sillitoe asked staff if there was sufficient adult support for the year 6 SATs next week. Staff advised that enough support was in place and explained how the SATs would be managed.

7. Headteacher's Report

The report had been circulated prior to the meeting and Governors raised no questions.

Ms Bates advised that for the next academic year the Infant School would have two Reception classes, one year 1 class and two year 2 class. With the anticipated roll for the following academic year the school would revert to four mixed age classes.

8. Academy Update

An update had been provided earlier in the meeting.

9. Analyse School Performance

Ms Bates gave details about the new pupil asset tracking system and noted that the data was improving.

Governors were advised that the new system showed 'in-year' progress. The data showed that pupils in year 5 were making good progress during the year but not sufficient from their starting point.

Staff outlined the difficulties when pupils come into the school at a high level to sustain this at Key Stage 2.

10. School Improvement and Development Plan

The document had been circulated to Governors prior to the meeting for information purposes.

11. Impact of General Data Protection Regulation

Ms Bates had attended a training course and the services of the Local Authority had been purchased to ensure the regulations were met.

A discussion followed about the implications of the new regulations from 25th May and the impact this would have on the use of memory sticks and mobile phones.

Ms Bates advised that the majority of training for this would be web based.

12. Pupil Premium Grant and Other Funding

Nothing to report.

13. Financial Matters

This had been discussed earlier in the meeting.

14. Attendance Targets

The target for both schools was 96%. The Junior School had achieved 96.21% over two terms and the Infant School 94.31%.

A discussion followed about attendance.

Ms Bates explained that the Infant School needed to be more vigorous in its procedures. Year R and year 1 were the years where absenteeism was greatest.

The school followed Local Authority protocol and parents were asked to provide medical evidence, where appropriate.

15. Safeguarding

Nothing to report.

16. Vulnerable Groups Update

Nothing to report.

17. Ofsted Exercise

Governors participated in an Ofsted exercise.

Ms Bates to collate the results from the exercise and bring findings back to a future Governing Body meeting.

LB

18. Policy Review

The Attendance Policy to be available at the next meeting.

19. Governor Monitoring, Development and Training

Mr Sillitoe had recently completed online finance training.

20. Dates/Times of Future Meetings

- a. Governing Body Meeting; Thursday 5th July, 7.00 pm.
- b. Finance/Resources; Date to be Arranged.
- c. Teaching and Learning; Wednesday 20th June.
- d. Community; Date to be Arranged.

The meeting closed at 9.05 pm.