

THE MARCH CHURCH OF ENGLAND PRIMARY SCHOOL

Meeting of:	Local Governing Body		
Date and time:	Monday 16 th December 2019 at 4.15pm		
Governors Present:	John Proctor (Chair), Mrs N. Metcalfe (Head), Liz Coyne, Rachel Bryan, Rod Hague, Mary Isgar, Rev. Rachel Hawes		
Others in attendance:	Charles Shaw (Clerk), Mark Talbot (DCAT, CEO), Jo Saunders (DCAT Governance)		
Quorum:	6	Quorum met:	Yes

No.	Item	Action
1.	Prayer The meeting opened with a short prayer.	
2.	Apologies Apologies were received from Justine Howard (Vice Chair) and Fiona Lewis	
3.	Declarations of interest. None	
4.	Minutes and Matters Arising from 18th November 2019 meeting The previous minutes were approved as an accurate record of the meeting. Matters Arising From Previous Meeting: <ul style="list-style-type: none"> • Circulate Governor report form (JP): Action Complete • Liaise with Lisa Hardy to draft case for Family Liaison Officer (NM): NM reported that she and Lisa Hardy had discussed this and this is still a work in progress. She will report back to Governors when it is complete. Carry forward to next meeting • Follow-up on liaison with local independent schools (RH): RH reported that he had been in touch with his contact at Westbourne House and in principle the school is willing to work with The March. NM to follow up with the Head teacher at Westbourne. Carry forward to next meeting • Report on AIR (JP / NM): Item on agenda – Action Complete 	

<p>5.</p>	<p>DCAT Update</p> <p>MT was welcomed to the meeting. He stated that the March school is bringing real value to the Trust and NM, her staff and the Governors have been a very welcome addition to DCAT.</p> <p>The Trust is looking to grow. Currently there is a hub of four primary schools in Hastings, two primaries in Chichester and one secondary in Eastbourne. St Columba in Fareham is joining on 1st January 2020, with the hope that St John's Meads in Eastbourne will join on 1st February 2020. A DfE grant has been secured to support these transfers. There are a further ten schools in consideration, but it is too early to discuss them publicly.</p> <p>Nationally 65% of pupils are anticipated to meet the expected KS2 standard in reading, writing and maths combined. In DCAT the most recent results were 74%. Nationally 10% are expected to reach Greater Depth, whereas DCAT achieved 11%. Both outcomes are very pleasing.</p> <p><u>Governors asked:</u> <i>Are there sufficient resources to cope with the increased number of schools in the Trust?</i></p> <p>Yes. The DCAT Board is mindful of not out-growing resources and as the DfE grant has been received and last year was a consolidation year designed to support the growth, it believes the growth plans are realistic and sustainable.</p> <p>JS was welcomed to the meeting and she outlined her role as Governance manager and re-stated the Trust's Vision, Aims, Red Lines and Structure as well as highlighting the governance development model.</p> <p>Governors are encouraged to complete their skills audit so that this can inform the planned Governor training programme. LGB appraisals are to be planned into the annual cycle.</p> <p>MT thanked NM and her team on behalf of DCAT for all their hard work and achievements.</p>	
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6.	<p>Head Teacher's report</p> <p>NM stated that the document would be taken "as read" by Governors, but she highlighted the following points:</p> <ul style="list-style-type: none"> • There has been a fluctuation in pupil numbers in recent months with 30 currently on the school waiting list. Rumboldswyke School is in consultation regarding its future so this could mean a potential increase in pupil applications to The March. • Overall attendance is at 97.5%, but unfortunately 8 fixed penalty notices have had to be served. • Mrs Walker (Yr 1) leaves in December and will be replaced by Miss Grounds who will become FTE. • PIRA (Reading) PUMA (Maths) and GAPS (GPS) tests have all been completed for Yrs 3-5. Yr 6 has completed 2 sets of SATS papers, Yr 2 has completed 1 set of SATS and Yr 1 has completed 1 Phonics test. Overall the data is looking satisfactory across the school, although Yr 2 could improve. • Beruk Behane has been undertaking "deep dives" into specific subject areas in preparation for an Ofsted inspection (not due yet). • £2.3K was raised at the Xmas fair and will be used to fund I-Pads. NM is to visit an "Ofsted outstanding" primary in Cranleigh to see how they use technology and specifically I-Pads to support learning. • A grant of £15K has been received for the Chichester Heads from AIB. • Julie Dougal from Diocese visited the school to advise on SIAMS, but unfortunately the school did not feel the visit was as beneficial as anticipated. Governors questioned the funding of this and MT stated that if training and support can be obtained elsewhere then they should raise this with DCAT. • The Quality of Teaching is 100% "good" with 10% "outstanding". NM will report on this more fully in her next report. <p>MT and JS left the meeting at 5:15pm</p>	
7.	<p>AIR Meeting Feedback</p> <p>JP reported that there had been an AIR meeting with MT & B. Behane. It had gone well and DCAT had acknowledged that the March is performing well. JP had questioned whether the school would receive the same levels of central support in the future, as within DCAT there are schools which are not performing as well that might need greater support. He was given assurances that support would be available.</p> <p>T. Little will attend the next Finance meeting to report in more detail on the school's financial situation.</p>	

8.	<p><u>Link Governor Reports</u></p> <p>Rev RH has attended an English Monitoring visit and will circulate her report to the next meeting once the English lead has seen it. Overall, she reported she was very satisfied with this subject. She will also report on RE in due course, once she has written her report.</p> <p>All Link visits should be followed up with a brief Governor report. This should be passed to the Head before being more widely circulated.</p> <p>Governors asked whether it would be useful if Governor reports were presented in a standard format. JP agreed to circulate the form he uses.</p>	
9.	<p><u>Health & Safety</u></p> <p>There were some broken fence panels on the school boundary. Barrett Homes' contractor has replaced them and has also offered to look at maintaining some of the storage sheds.</p> <p>Due to the abnormally wet weather the Peace Garden is flooded and will need substantial maintenance when it dries out.</p> <p>An inventory of play equipment is taking place to see what needs replacing / repairing.</p> <p>Some fire doors are to be replaced as a part of routine maintenance, rather than because they do not work.</p>	
10.	<p><u>Safeguarding</u></p> <p>There are 15 children with current open safeguarding concerns and 1 child protection plan. All are being managed appropriately, but it is very time consuming for staff and often takes them away from teaching.</p> <p>There is a case conference on 17/12/19 in respect of one of the cases.</p> <p>The My Concern Safeguarding system is being used and DCAT training is available if required.</p>	
11.	<p><u>Any Other Business</u></p> <ul style="list-style-type: none"> Nm reported that the school had won the local athletics competition and so will now compete in the area tournament. A new sports kit has been received and is being used by school teams. JP thanked NM and the staff for all their work during the year. 	
12.	<p><u>Next Meeting:</u></p> <p>5:00pm on Monday 20th January 2020</p>	

The meeting closed at 6.05pm

Summary of Agreed Actions:

No	Action	By	Status
16	Liaise with Lisa Hardy to draft case for Family Liaison Officer	NM	
17	Liaise with Westbourne House Headteacher regarding use of school facilities.	NM	
18	Include Quality of Teaching in Head Teacher report	NM	