

		<p>The March Church of England Primary School</p> <p>At a meeting of the full governing body held at the school</p> <p>on</p> <p>31st October 2017 meeting started at 5.30pm</p>
Present:		Mr. John Proctor (Chair), Mrs. Nicola Metcalfe, (Head Teacher), Mr Nick Brown, , Mrs. Stella Aldred, Mrs Fiona Lewis, Mrs Justine Howard, Rev Rachel Hawes, Mrs Mary Isgar, Mr Steve Jackson
1.	Prayer	The prayer was made by the Rev Rachel Hawes.
2.	Apologies:	Apologies were received from and were approved. Mrs Rachel Bryan, Mrs Sue Bradstock-Smith
3.	Declarations of Interest:	
	There were no declarations of interest.	
4.	Approval of Minutes- FGB Meeting	
	The minutes from the meeting held 25 th September 2017 on were proposed by RR and seconded by NB and were approved.	
5.	Matters and actions arising from Minutes	
	<p>The Head Teacher found that she was not getting any additional information from Portsmouth Water so she approached the MP Jeremy Hunt and asked for his assistance. As a result of his intervention it has now been agreed that the work to replace the water pipe will take place in the summer holidays 2018.</p> <p>The Head teacher is also in discussion with Rolls Royce regarding the parking situation that continues to hinder the safety of the children crossing the road outside of school. Further information on this will be released after the Parish Council meeting on 13 November 2017,</p>	
6.	Safeguarding	
	<p>There have been no safe guarding incidents at school this month. However as a result of further investigation regarding a body camera as long as you inform the person you are filming, body cameras can be worn.</p> <p>The school also discussed the cycling lane with the Council.</p> <p>The Head Teacher reminded all those governors who had not completed the safe guarding training to do so.</p> <p>RRH was asked to bring her documents in so the school office could complete her DBS check.</p> <p>The Head Teacher informed the FGB that 2 governors dropped into school and did an unannounced spot check Safe Guarding Audit. The school has been given a list of actions that need to be done.</p>	
7.	Pupil Premium Presentation by Steve Jackson	

<p>A financial statement regarding pupil premium is attached to these minutes.</p> <p>SJ pointed out that there is only 7 weeks of data available and the system works on steps of progress taken. The system uses a comprehensive set of objectives for reading, writing and maths for the year group expectations. With only having only 7 weeks of data it is too soon to have achieved all the objectives. Due to the abilities of some of the children, some may never achieve National Curriculum Expected attainment but will make still expected progress from their starting point.</p> <p>The school employs 2 additional teachers to give additional support for Pupil Premium children; they receive support for English and Math. The teachers report back to SJ every half term to see what progress has been made. This allows SJ to build a picture of progress made and set further targets</p> <p>The governors were also made aware that some parents, whose children have PP, insist on paying for school trips and residential, although they are entitled for these to be paid for by the school.</p> <p>The governors were advised that not all the intervention undertaken by the school focus on English and Maths as some will be through Play therapy and emotional support; these allow the children's learning to be successful and break down barriers.</p>	
Governors challenge	SLT Response
<p>The governors asked if the Children who receive intervention are taken out of class.</p> <p>The governors asked why the number of PP children changed from term to term.</p>	<p>Yes the children receiving intervention are taken out of class, but the staff alternate the sessions so that they do not always miss the same subject.</p> <p>The Head Teacher explained that numbers could actually change week to week as it depended on the work pattern of parents and claims made. Children who are PP may then be classified as Ever 6 for the next 6 years.</p>
<p>The governors queried the amount of hours a specific TA was now working?</p>	<p>The SLT explained that this TA has always worked 30 hours but she has previously been paid partly by PP and partly from the staffing. This TA is now paid totally from PP as she works with PP children grouped with others.</p>
<p>The governors raised a concern about how long the sickness insurance would</p>	<p>The SLT explained that the insurance only covered a set amount of the cost so it would</p>

	cover the cost of 2 additional members of staff to cover intervention, also Why the School could only cover 2 days not 3?	only cover for 2 days not 3 and this was not full cost equivalent.
8.	Re Cap in Disadvantage Pupil Data from Summer Packs	
	The Head Teacher discussed an analysis of Disadvantaged pupil data and gave Governors a pack. These documents show the progress end of the Key Stages make over the year. The colour code is green is good, yellow is average and orange is concern.	
	Governor Challenge	SLT Response
	The Governors asked why the progress of maths was not as good as it could be.	<p>The SLT explained that due to many changes and demands to the maths curriculum and the lack of initial training (prior to NM joining) for the staff, this has become a problem not only within the school but all over West Sussex.</p> <p>A new scheme has now been put in place and a lot of training has been implemented which should help improve the progress made by the children.</p> <p>Due to the amount of needs in certain classes it is not always possible to reach 100% attainment.</p> <p>As a result of analysis and KS2 results, there is a continued drive to improve maths and spelling within the school.</p>
	<p>The Head Teacher presented Key Performance Measures which will be available on the school website. The Head Teacher was generally pleased with the improvements made by the school 16/17; however we still need to ensure that expected RWM combined is improved further alongside GPS. The governors suggested a couple of minor changes to the document before it were published on the web site.</p> <p>Change the text in order to make it easier to read.</p> <p>Also to explain LA - Local Authority</p> <p>It was suggested that work example, what 3% means should be shown at the beginning of the document.</p> <p>A copy of the Key performance Measures are attached to these minutes.</p>	
9.	Inset day Feed Back for Governors Thinking Governance	
	<p>Staff and governors attended an inset day on 20th October 2017</p> <p>A copy of the new strategic plan was made available to all Governors.</p> <p>It was an intense day but both the staff and governors felt it was a productive where all members had ownership and were part of the future plans for the school.</p> <p>The staff was spilt into 2 groups and both groups were asked to think of themselves as governors and not staff; to think strategically rather than operationally.</p>	

	<p>What does the smell of the school say to visitors, staff and children was an interesting part of the day but most groups were consistent in their positive opinion?</p> <p>The groups liked the inspirational messages throughout the school and how the school showed how everyone was valued.</p> <p>There were some areas where improvements could be made.</p> <p>There has been a tremendous feedback from the staff and they were positive about the plan.</p> <p>The plan is to now embed these changes and filter these goals into the head teachers report, minutes and school development plan (SDP).</p> <p>Further develop governor visits, visits with staff, data, safe guarding and structure the agenda to show the school is "thinking governance".</p>
10.	Any Other Business
	<p>The clerk has given notice, the school to advertise to recruit another clerk.</p> <p>New European legislation GDPR regarding how the school deals with data, comes into force next May, the school will need to review how it looks after, accesses and controls data.</p> <p>The Staff Governor had resigned due to sickness and therefore a new staff governor will have to be appointed.</p>
11.	Dates of Next Meetings
	Monday 27 th November 2017
12.	<p>Action to be taken</p> <p>Governors who have not completed Safe Guarding Training need to so.</p> <p>RRH to bring in documents to school office for DBS (already has a Diocese DBS)</p> <p>Head Teacher to make slight changes on Key Performance Measures for 2016/2017 before publishing it on the school website</p> <p>Recruit a new clerk</p> <p>Recruit a new staff governor</p>
	<p>Signed..... Chair</p> <p>Dated.....</p>

