



	<p>5 The Power station had been contacted and they would not donate any money for the overhanging trees. They did do their own survey, though didn't inform the school and there has been no contact since. This will be followed up.</p> <p>6 Completed.</p> <p>7 This has been actioned and completed.</p> <p>8 Y2 windows are in line with building regs and have limited opening, no further action.</p> <p>9 Outstanding.</p> <p>10 Actioned. Updates for assessment and census in place.</p> <p>11 EHT, HoS &amp; the School Secretary were attending GDPR training on 17 January. The Chair, AR, volunteered to be the governor for GDPR.</p> <p>12 Mail merges had been implemented.</p> <p>13 This would be actioned on the next round of attendance letters to be sent.</p>	
<p>4. Accountability Strategic Leadership</p>	<p><b>Headship Updates</b></p> <p><b>Executive Headteacher</b></p> <p>The Executive Headteacher presented the report highlighting key areas and answering governor questions: -</p> <ul style="list-style-type: none"> <li>Pre-tech was still actively being used to improve progress of those pupils not meeting the expected standards. Y1 data will be added at a later date as the Y1 teacher had just returned from a prolonged Jury Service. <ul style="list-style-type: none"> <li>Q Is that the percentage of pupils that had improved progress?</li> <li>A Yes of the children in that year group that had Pre-teach.</li> <li>Q Why is writing in Y6 N/A?</li> <li>A Y6 have only been focusing on Maths.</li> <li>Q Year 5 writing at 50% appears low is there a reason?</li> <li>A We have introduced Pre-teach meetings where staff will be drilling down into the assessment figures and also look at which interventions have worked or not. This group were very high performing.</li> </ul> </li> <li>A2 - to increase the percentage of pupils that attain the expected standards in reading, writing and maths combined. Teachers aim to be cautious and aim slightly lower at the end of the Autumn term and work can then consolidate in the spring and summer terms. <ul style="list-style-type: none"> <li>Q There seems to be a big drop in the Y5 – Y6 group?</li> <li>A These figures need to be confirmed, but year groups are all working in the right direction.</li> </ul> </li> <li>A3 - Closing the attainment gap between girls and boys. <ul style="list-style-type: none"> <li>Q It appears that girls are doing better than boys at a younger age and boys are excelling at the end of the school is this usual?</li> <li>A No this is unusual data it is usually the other way around.</li> <li>Q Does this have anything to do with the girls/boys ration in the year group?</li> <li>A Not sure, but the numbers can be added into the report for next time.</li> </ul> </li> <li>Quality of Teaching &amp; Learning – Behaviour Weekly assemblies are focused on one of the learning behaviours and RIPPLE is still being used.</li> <li>Literacy LC has added more theatre trips this term including The Jungle Book and a David Walliams play. These will be aimed at a targeted group of pupils such as more able and PPG pupils. This will be ongoing to raise the profile and importance of reading.</li> <li>There are wider opportunities for pupils to work at greater depth and mastery. Teachers are monitoring the difference between Mastery and high attaining.</li> <li>EYFS is slightly under the National average, 70%, and work is in place to have this figure above National Average at 73%, this is an aspirational target, but data is looking promising. The school had taken on an extra pupil as they were twins and only one had been offered a place.</li> <li>The DHT had been organising fundraising activities to support the pupil's ideas of what they would like to have at the school to make it better and this included 4 new goals.</li> </ul>	

	<p>Q Why did the Science Club not run?  A SLT believe the cost was a factor of not getting pupil numbers. This has also been evident with some of the provisions using the Forest School. There is not enough uptake to run the clubs.</p> <ul style="list-style-type: none"> <li>L2 – Governors were supplied with a report of anonymised objectives from the TA’s.  Q How will you be able to report on the impact of objectives being met?  A Look and assess how many were achieved.</li> <li>B2 – Attendance interventions are having a positive impact and the figure for year is up from last year. National Average is 95% and the school has achieved 96.9%.  Q Is a medical appointment noted as non-attendance?  A This has a separate code on the attendance register and is marked as authorised leave.</li> <li>B3 – The Nurture room is up and running and a timetable is in place to ensure the room is used to its full potential this includes breakfast club for identified children, Young carers and Lego therapy club  Q Children don’t always know they are young carers, how are they identified?  A The school has run assemblies to help them recognise if they are a young carer, parents sharing that information and teachers listening and identifying it.</li> </ul> <p>There were no further questions on the EHT report.</p> <p>Also presented with the report was the Primary Link Adviser Autumn, Term Visit 2017. There were no questions regarding this report.</p> <p><b>Head of School</b>  The PPG governor had visit the HoS to discuss a new strategy to support pupils who receive pupil premium funding. There are currently 61 pupils out of 225 at the school that receive PP funding. These meetings will be termly, and a report will follow for governors to read at the following FGB meeting.</p> <p>The SEND Governor had met with Clare Cook and were looking at developing a similar reporting system, this will be presented at the next FGB meeting. The report will show the right level of detail and information for funding provision that can be added to the SEND register.</p> <p><b>Deputy Headteacher</b>  <u>Attendance</u>  As the DHT was absent Attendance would be discussed at the next FGB meeting on 20 March.</p> <p><u>Young Carers</u>  As the DHT was absent from the meeting this would be deferred to the next meeting. Though in her absence governors had noted that the information she had uploaded onto SharePoint required governor agreement/approval. Governors had read all the materials supplied and can agree to all targets being completed by the FGB for 16.1.18. Governors discussed who would be the governor linked to this and it was unanimously agreed that KC would take this role.  Governors were informed that there had been a staff meeting were a lady was presenting the information for Young Carers. She was asked how well the school was doing. She was very impressed with how responsive and open staff were, the ethos of the school and how well the children responded in assembly. The school had already excelled past the Bronze level and were on track for Silver already.</p>	<p>14 - Clerk</p>
<p>5.  Accountability  Strategic  Leadership</p>	<p><b>Safeguarding Report</b>  This would be added to the agenda for March. <b>Action</b></p>	<p>15 - Clerk</p>



<p>6. Strategic Leadership</p>	<p><b>Chairs Actions or Governor Related Business</b> After discussion with the Safeguarding lead, CR, the Chair had agreed the Safeguarding Audit on behalf of the FGB and this was submitted to the LA.</p> <p><b>DECISION</b> <b>The Full Governing Board ratified and approved the Safeguarding report.</b></p>	
<p>7. Strategic Leadership</p>	<p><b>Academisation</b> <b>This item was covered under Part B – confidential minutes</b></p>	
<p>8. Compliance</p>	<p><b>Policies</b> <i>All Policies were placed onto SharePoint for Governors to read at least a week prior to the Full Governing Board meeting.</i></p> <p>Finance – This would be presented at the next FGB meeting on 20 March 2018. <b>Action</b> Staffing – There were no questions on this policy. Data Protection – This will be presented at the next meeting on 20 March 2018</p> <p><b>DECISION</b> <b>Governors agreed. Approved and ratified the Staff Policy.</b></p>	<p>16 - Clerk</p>
<p>9. Evaluation</p>	<p><b>Future Meetings</b></p> <p>Dates agreed for 2017-2018 20 March 2018 7pm - Curriculum focus - SEND – CC, Sports Provision JST &amp; Anthony. 17 April 2018 6.30 - End of year accounts and New Budget 2018-2019 22 May 2018 7pm 26 June 2018 7pm - Curriculum focus – Computing (e-safety), PE, Science, PSHE, Outdoor Learning. 20 July 2018 - Stake Holder Day.</p> <p>HTPM –</p>	
<p>10. Evaluation, Strategic Leadership</p>	<p><b>Any other business</b> <b>Part of this item was recorded under Confidential – Part B minutes</b></p> <p><u>Catering Contract</u> Governors were informed that there was not enough time to look at other available options for catering. It was preferred to stay with the Catering Cluster group and this would also embed working relationships with the other schools. The contract is for 3 years with an option to extend a further 2 years. Governors would need to consider their options after about 2 years into the contract if they are looking at changing.</p> <p><b>DECISION</b> <b>Governors agreed that staying with the Catering Cluster group and using Alliance in Partnership as there preferred catering option.</b></p> <p><u>Asset Register</u> The Asset register had been presented to the Chair of the Resources Committee for reviewing. The Chair of the Resources Committee informed the board that the Asset register had been reviewed and that there were no concerns.</p> <p><b>DECISION</b> <b>The Asset register was agreed and approved by the Full Governing Board.</b></p>	

11. Evaluation, Strategic Leadership	<b>Confidential</b> <b>Items agreed to be minuted separately under Part B</b> <b>Part 2 Business</b>	
12. Accountability Strategic Leadership	<b>Headship of the School</b> <b>This item was covered under Part B – confidential minutes</b>	
	<b>The meeting closed at 9.25</b>	

Signed by.....Mr A Roseweir, Chair of Governors. Date .....

## Action List Summary for meetings 2017-2018

<b>From meeting on the 12 September 2017</b>				
1	Minutes for 27 June 2017 to be filed in the governor folder held at the school	Clerk	ASAP	Actioned. <b>CLOSED</b>
<b>From meeting on the 14 November 2017</b>				
2	Governor emails to be linked to Office365	CoG	ASAP	Not to be actioned. <b>CLOSED</b>
3	Vacancy for LA Governor to be chased up with Octavo Governor Services	ASAP	ASAP	Octavo Governor Services contacted 16/11/17
4	OpenAir to be contacted with regards to extracting information from SIMS	EHT	ASAP	Chair to follow up, ongoing. <b>CLOSED</b>
5	Power station next to the school to be contacted about over hanging trees into the school. Contact details from CoG	EHT	Update at next FGB	Ongoing.
6	Updates to curriculum reports to be consistent throughout.	JSt	Update at next FGB	Completed <b>CLOSED.</b>
7	STEM connections and information to be followed up and given to EHT, HoS and/or DHT	JF & RT	Next FGB	Completed <b>CLOSED.</b>
8	Y2 windows opening to be looked at.	EHT	Update at next FGB	Completed <b>CLOSED.</b>
9	Training on Chrome books to teachers	CoG	Update at next FGB	Ongoing
10	Updates to the Pupil Premium Strategy Statement	HoS	Next FGB	Completed <b>CLOSED.</b>

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11	Governor to be assigned responsibility for GDPR	CoG	Next FGB	The Chair, AR. Completed <b>CLOSED.</b>
12	School office to mail merge Attendance letters. CoG to be informed if training required.	COG / EHT	Update next FGB	Completed <b>CLOSED.</b>
13	% of attendance to be added to amber light letters	EHT	Update next FGB	Completed <b>CLOSED.</b>
Meeting of 16 January 2018				
14	Young Carers to be added to the agenda item for the FGB 20 March 2018	Clerk	20/3/18	Actioned. <b>CLOSED</b>
15	Safeguarding report to be added to the agenda for 20 March 2018	Clerk	20/3/18	Actioned. <b>CLOSED</b>
16	Finance policy to be presented at the meeting of 20 March 2018	EHT	20/3/18	Actioned. <b>CLOSED</b>

Signed by.....Mr A Roseweir, Chair of Governors. Date .....

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