

## OLD HUTTON C of E SCHOOL

### Full Governors Meeting Minutes

#### 5.3.19 at 18:30 in school

1. PRESENT: Rebecca Shiels (RS), Andrea Walker (AW) Head Teacher, Rev Angela Whitaker (Rev AW), Claire Toone (CT), Jo Dunstan (JD), Rachel Hayes (RH), Jules Natlacen (JN) Clerk to the Governing Body
2. Apologies for Absence  
Helen Loney (HL) – due to family commitment, apologies accepted
3. Declaration of interests  
None
4. Confidentiality  
None
5. Minutes of the Previous Meeting - not yet available, but a verbal update on Matters Arising was shared:
  - Issue with previous minutes where the name of a pupil was written in the minutes - they were amended.
  - **Skills Audit – Clerk needs to resend. Audit needs completing by all.**
  - Training for Governors – an excellent session on leadership has been provided by Jane Lees (LIS) free of charge via AW's adviser link work. CT requested for thanks to Jane to be minuted.
  - Appointment of TAs to support SEND pupils – 2 temporary appointments have been made (Nov 2018), with good impact.
6. Governor membership
  - Letter of resignation from Chair as both Chair and Foundation Governor (SW) on 6<sup>th</sup> January 2019. Ex Chair invited to End of Term Concert for a farewell. 1.15pm on Friday 29<sup>th</sup> March 2019.
  - Acting Chair (Rev AW) reviewed Governor roles.
  - Clerk to the Governors resignation letter received by Acting Chair on 05/03/2019.
  - Clerk offered themselves up for role of new Foundation Governor. Governors agreed to accept offer. Offer will be sent through to PCC.
  - **Headteacher is to research options for a new Clerk.**
7. Election of new Chair of Governors
  - LA Governor offered themselves up for Chair. Acting Chair proposed LA Governor to take role of Chair. Agreed. Acting Chair thanked the LA Governor for taking on this new role and responsibilities.

New Chair took over the meeting. Chair thanked Acting Chair for stepping in.
8. Feedback from sub committees – minutes/feedback from meetings held since the last full Governors' meeting:
  - Finance 5.2.19. **Governors agreed need to have meeting clerked in future**  
Budget is balanced coming up towards end of year.

Enough funding to go ahead with funding a Learning Pod, from the additional sources of funding (Capital and some Sports/Health & Wellbeing). Additional space for quiet time, one to one sessions, special needs support, group sessions. **RS to speak to School Administrator regarding quotes and planning.** PTA have agreed to fundraise to help. **Head to send application to Milner Educational Trust and any other possible fund sources.**

Possibility discussed to charge a nominal fee (£1) for extra-curricular Dance Club/ Sports Club/ Biking Club/ Football etc after-school clubs to help with funding. Consider introducing fee after Easter or in September. Lunches are running at a slight loss, as is After School Club and Breakfast Club. No easy solution, as agreed many benefits of provision.

9. Governor monitoring visits – reports/feedback from visits held since the last full Governors' meeting:

- SDP4 (Rev AW & HL)

There were 4 combined reports – Peace focus visits to Buddhist Temple x 2; Holy Book Day; Observing Collective Worship and RE in Class 2 and 4. Verbal feedback with written reports to follow: KS1 - enhanced pupils' understanding of diverse religions by meeting Buddhists. Pupils very prepared for the visit including meditation. KS2 – Christian led session at the beach and in the countryside surrounding the Buddhist Temple. All focussed on the Christian value of Peace – clear link made to importance of Peace as a value for Buddhism too. Prayers for world peace at this world peace centre.

Holy Book Day – focus on Multi Faith, including 3 practising Muslims, Christians and Buddhism. Day began and ended with Worship/meditation.

Observing Collective Worship – Collective Worship led by the pupils, focusing on Courage. Observing RE – focused on finding and interpreting Bible references, The Bible and Lent.

- Revisiting Governors SDP link Priorities: RS – P1 and P3. Chair – P1. Rev AW – 4. RS and JN – P3. JD & CT – P2, as the SDP priorities' numbering has been revised to reflect agreed re-focus of vision onto wellbeing as Priority 1.

**Visits to be in place by the end of term or a date sorted before half term next term.**

10. Head teacher's Report: including...

- school data update
- staffing update
- school support work
- health & safety
- SEND
- pupil progress data – Autumn Term 2018
- progress towards SDP 2018-19 priorities

Questions – SCHOOL DATA

**Chair concerned over well being of children and staff surrounding exclusions.**

Headteacher explained circumstances around exclusions and their use as a very last resort. Introduction of a TA has helped one child to avoid further exclusions since October. Duty of Care towards staff and other children emphasised. Child with 2 exclusions has ongoing increased behaviour issues. Possibility of this child being offered alternative provision by the Local Authority.

**Absences: what are the reasons?** Head teacher explained that some of the absence figures are for when children are taken out of school for additional special needs help.

Authorised absences – several pupils have had a lot of illness; snow days; 3 pupils on Cumbria schools ski trip

#### SAFEGUARDING/ HEALTH AND SAFETY

**Why have toilets redecoration not been completed yet?** Head teacher explained issues with building firm. Aim to be completed over Easter.

**Car Parking** – Link Traffic officer has visited and suggested best option to relieve issues may be putting gate in to school boundary hedge further up the hill before school and connecting this to school field path, creating safer access to school. **Head teacher to request admin to look into how we might be able to do this – planning issues etc.**

**Ongoing concern over lack of working traffic flashing lights** outside school. **Chair to write to Tim Farron, MP to complain.**

#### SEND

Chair noted HT report comments on huge workload for SENCo due to large number of SEND pupils requiring additional support/referrals/EHCP etc. **Is there any additional help to support SENCO teacher?** All teachers support by completing their own pupils' IPPs and paperwork required as much as they can. Chair thanked Class 3 teacher especially for her additional work towards reports etc required for SENCo. 20% of the children are SEND – double the national expected %.

#### PUPIL ACHIEVEMENT AND PROGRESS

Head teacher reported that pupils are doing very well overall. Interventions in Y4. To support staff reducing workload, decision has been made to reduce to 3 rather than 4 assessment points over the year – losing the baseline assessment for all pupils apart from Reception and any older pupils new to our school in Sept/Oct. Staff to monitor how this works out next year. Fits with Ofsted new requirement to be more mindful of staff workload.

#### SCHOOL DEVELOPMENT PLAN

Governors agreed new scripture quotes on SDP vision document. These say a lot about our ethos and focus on the whole child.

**PRIORITY 1** - Governors noted their need to be mindful of Headteacher's Well Being.

**PRIORITY 2 – ACHIEVEMENT AT GREATER DEPTH** - Excellent impact from focused teaching noted so far.

**PRIORITY 3 – SEND/VULNERABLE PUPILS - I Matter – to become an I Matter School, how are we funding this and what are the benefits?** Free for a year due to funding grants. Aim to up-skill staff on a rolling basis. Access to regular meetings to share ideas – RH to attend and be our school I Matter lead. Definitely impacted on RH in her personal growth and professional development. Termly staff and in-school training/support (2 x sessions with Cathy Betoim, clinical psychologist) will support staff with many aspects of child development and behaviour management. About building a shared language. Also will support families and pupils. RH has begun parent questionnaires and follow-up parenting option.

**PRIORITY 4 - CHURCH SCHOOL**

Diocesan Report found that the school was doing all it can to continue to maintain Outstanding/Excellent standards under **new SIAMS framework**, including RE, collective worship, values. Visiting adviser has found a contrasting link school in Derby which would suit the school – we need to develop this as a priority form last SIAMS. Head teacher attended National Church Schools Conference in London and has gained many ideas to support preparation for next SIAMS inspection. Not many inspections have happened yet under new more challenging framework. School is due in 2019-20, along with another 31 schools across the Diocese.

11. Planned residential visits & overnight camp. **Can we resurrect the popular overnight camp on school field event?** Agreed this was based on staff goodwill and volunteers and time to fit it in to busy summer term. Possibly for just Y5 and Y6. Class 4 Whitter Park residential is based in lodges, so no use for tents. Agreed we should aim to make more use of school tents and stoves.

12. Date and Time of Future Meeting  
6.30pm on Tuesday 25<sup>th</sup> June 2019