

**MEADOW VIEW PRIMARY SCHOOL
MEETING OF THE FULL GOVERNING BODY
22nd JANUARY 2019 AT 4.45PM**



MINUTES

Present: - K Smith, J West (Meeting Chair), N Lee, J Newbolt, A Boyle, K Bromley
In Attendance: - K Taylor, T Keenan

FGB39.APOLOGIES FOR ABSENCE

39.1 To accept apologies for absence. B Vickerage, T White, D Everett, A Blench gave their apologies which were accepted.

FGB40.DECLARATION OF PERSONAL AND BUSINESS INTEREST

40.1 Individual governors to declare any personal or business interests on any item On the agenda. None identified.

FGB41.ITEMS OF URGENT BUSINESS

41.1 Chair to determine any items of urgent business for consideration under FGB36 below. Approval of Staff Attendance Policy.

FGB42.MINUTES OF THE LAST MEETING & MATTERS ARISING

42.1 Approval of the minutes of the meeting of the full governing body – 11th December 2018. The minutes of the last meeting were approved and signed by the chair.

42.2 Matters arising

* K Smith to email IDSA report to A Blench for circulation to governors – Report has been sent by KS

* K Smith to send Academy FAQ document to parents – Letter sent to parent before Christmas.

* K Taylor to ask Tim Pinto about school signing in process and GDPR – Has discussed this with Tim. JMAT are creating their own system so will wait until this is available due to cost implications

* Governors to send completed Skills Audit to T White by 22/1/19 – T White has received most of the documents back

* K Taylor to obtain missing signatures for Academy Resolution and forward to JMAT
The resolution has been signed and returned back to JMAT

FGB43. D.E.P. Update

43.1 Governors have received the DEP in advance of the meeting. K Smith explained to governors how the DEP is prioritised and that it is rag rated red, amber or green (the traffic light system) this indicates which stage of progress the area is at. The keyperson responsible for that area of the DEP rag rates it and then it is discussed as a group. Governor question- why are some highlighted in blue? This is to highlight the Ofsted areas of concern.
Staff meetings will also address some the indicators within the DEP.

FGB44. Pupil Progress and Attainment

44.1 Presented governors with data relating to pupil progress Smith explained about progress of children and how it is monitored. The group looked at the progress report. K Smith explained that governors need to look for expected progress which for our school is between the range of 0.9-1.09 to compare against. The class progress report shows a further breakdown of progress and where the dips in progress are. The dips currently are in Y3 writing and Y5 reading and writing. Governor question- Has anything affected the dip in Y5? Yes Y5 boys have dipped and this is an area staffs are now working on.
Attainment - K Smith present charts that she had been working on to show attainment data. The charts show both the attainment and the mobility. Governor feedback was that they liked the new chart and had made the data easier to understand however governors thought that an extra column to show children that are not expected. Smith agreed and will add an extra column.

Action – K Smith to add an extra column to the attainment graph.

FGB45. Pupil Premium and PE Premium

45.1 K. Smith explained that the pupil premium children are tracked to ensure that they are making progress and that they are on track. The data is used to show the child's progress and this is discussed in pupil progress meetings that is held with the class teacher
Governor question – Do each pp child have a plan? – Yes each child will have a plan and the TA assigned to the class is responsible for monitoring the plan and ensuring areas are met. Staff work together to ensure that PP children are tracked. A governor said they had been in school and asked a TA about pp and she said the member of staff understood about PP and the target tracker.

K Smith updated governors regarding PE. Dan Bennett from JMAT has been supporting school with PE. Dan delivered a Inset day about the importance of PE and linking it to academic success. Staff enjoyed the session and this has helped to raise the profile of PE in school. We are also getting involved with an orienteering session which Dan will be training staff. We are also purchasing pe shirts for staff so children can see staff getting ready for pe too.

FGB46.1 Safeguarding

46.1 T Keenan said that Staff updated safeguarding in the first staff meeting of term. There have been no major incidents to report.

46.1 3 children currently have EHC in place and 2 children in of site provision also have EHCs in place totalling 5 currently. 1 child starting in February 2019 has complex medical needs and staff are having to be trained to support him. The child already has an ISG grant in place when he starts in F1. 1 child is has receive an EHC but is still educated at home at this time until a decision can be made about his placement.

46.2 There are currently 4 LAC children in school and 2 Post LAC children.

46.3 Governors reviewed the Parent Conduct and agreed it.

FGB47.GOVERNANCE UPDATE

47.1 It was suggested by Governors that governors are to complete the governor visit forms not staff that held the meeting as not to add to the staff work load. Governors agreed this. Governors asked for this to be put on the portal so they can down load it. Governors said that it is useful to take the DEP in for visits and then you can discuss the key areas with the member of staff and this makes the meeting more constructive

Action – For A Blench to put a blank downloadable governor visit form in the governor section of the website.

FGB48.Premise update.

48.1 K Taylor informed governors that they had issues with the heating since before Christmas. It has now been fixed. We have monitored the temperature and Engie staff have been on site every day to ensure that we have not had a dip in temperature in school. P Copley our caretaker has worked extremely hard during this time ensuring temporary heaters have been on in the morning and moving them before lessons. Governors thanked Pete for all his hard work.

FGB49 Academy update

KSmith updated the governors. The school is in the system and are just waiting now for conversion. However the school has begun to work with JMAT on a number of areas and so far KSmith has been impressed and is excited for the opportunities for the school. All ready looking at cost saving across the school ie with Rosis,email accounts and broadband.

FGB50. CONFIDENTIALITY

50.1 K Smith Performance management.

FGB51. DATES OF FUTURE MEETINGS

51.1 Next meeting – Full governing body meeting – 12th February 2019