

MORETONHAMPSTEAD PRIMARY SCHOOL

Governing Body

Meeting - Part I Minutes						
Date/Time	4 th October 2018 at 18:00	Location	Moretonhampstead Primary School			
Attendees	Initials		Attendees	Initials		
Dominic Course	DC	Chair, Co-opted	Poppy Burgess	PB	Parent Governor	
Mike Jeffery	MJ	Governor, Co-opted	Maria Howarth	MH	Vice-Chair, Co-opted	
William Bentall	WB	Head teacher	Vivienne Hodges	VH	Co-opted	
Shaun Elliot	SE	Governor, Co-opted	Steven Hulme	SH	Co-opted	

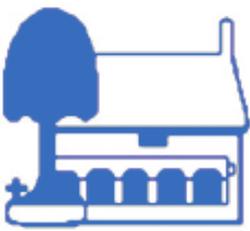
Apologies	Initials	Reason (Category of Governor)
Claire Hyne	CH	personal

Absent without Apology	Initials
David Poulson	DP

In Attendance	Initials	(anyone who is not a governor/associate)
Rachel Hill	RH	Clerk

Minutes to
Apologies
Website

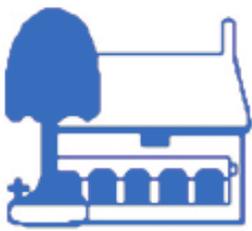
	Agenda	Led by
1	Welcome and Apologies	DC
2	Declaration of Interests	DC
3	Operation of Governing Body in the future	DP
4	Update on Performance	WB
5	Curriculum & Standards	WB
6	Safeguarding	WB
7	Strategic Planning	WB
8	Minutes of the last meeting	DC



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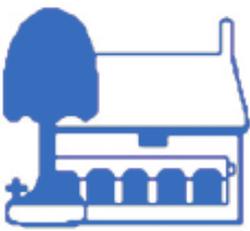
Agenda Number	Details of discussion	Decision or Action
1	<p>Welcome and Apologies</p> <p>The Chair welcomed all to the meeting.</p> <ul style="list-style-type: none">• Poppy Burgess was re-elected for a further 4 year term.• Maria Howarth was re-elected for a further 4 year term.• Dominic Course was elected as Chair for the forthcoming academic year.• Maria Howarth was elected as Vice-Chair for the forthcoming academic year.• Steven Hulme was elected to the Pupils & Standards Committee for the forthcoming academic year.	
2	<p>Declarations of Interest</p> <p>None.</p>	
3	<p>Operation of Governing Body in the future</p> <p>DC reported that within the proposed governance restructure Directors will no longer sit on the LGB. The Chairs Forum and Pupils & Standards committees are still going ahead. Only the first meeting of every half term will be clerked.</p> <p>The meeting moved to Part II minutes</p> <p>The meeting returned to Part I minutes</p>	



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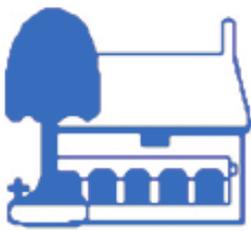
4-7	<p>Update on Performance</p> <p>Statutory assessment data for 2017-2108.</p> <ul style="list-style-type: none">• 83% of children gained good level of development (GLD), an increase from last year. Boys attained 75% and girls 100%.• Y1 Phonics target was 80% and achieved 100%. Disadvantaged and SEND child also attained this. Three pupils did not reach expected standard. <p>KS1</p> <ul style="list-style-type: none">• Attainment was broadly in line with Devon Schools and partner schools. It was an improvement on last year.• 73% was achieved in reading and 68% in writing. 73% achieved in maths 73% in grammar. The overall combined percentage was 68%. It was 48% in 2017. Three disadvantaged and SEND children did not achieve standard across all areas. <p>KS2</p> <ul style="list-style-type: none">• 52% of children are working at greater depth. Maths attainment was 89% but only 11% at greater depth. Improvement is required. Combined percentages were 89%. This is the highest of all the primaries.• Reading progress for Y2 was -6 in writing and maths was also a minus figure. This gave a negative -3.1 for progress. If progress to progress is measured there were issues. <p>School on a Page</p> <ul style="list-style-type: none">• Within the Devon Quintile the school is now in Q1 which is a strong position. Last year the school was in Q3. Attainment in early years has risen.• The school is in Q1 for phonics. Attainment at KS1 is not as strong at Q4. 68% achieved in writing is Q3 – 73% was achieved in maths. KS1 attainment remains an issue.• KS2 2018 Moretonhampstead attainment in reading, writing and maths was the best amongst the Academy schools but progress within the schools was the worst.• KS1 was externally moderated last year. This year Q3 has been achieved for writing progress and Q4 for reading. <p><i>DC asked how confident can we be that the low figures will improve? We are in 67% for progress which means that we will receive external support from Babcock. The issue is not insurmountable. What do you see as key reasons for the low figures? WB replied there have been 'pockets' where some children have slipped through the net, particularly SEND and disadvantaged pupils. They have made progress but not accelerated progress to catch up with their peers. SH asked what was the focus of those interventions? WB replied targeted interventions took place last term.</i></p> <p>The meeting moved to Part II minutes The meeting returned to Part I minutes</p> <p>There could have been more precise interventions for them earlier on. The school is now undertaking language assessments earlier to flag up issues, this is shared with staff. Teachers also take a step back and ask what is stopping the child making progress? Teachers need to be precise with interventions.</p>	
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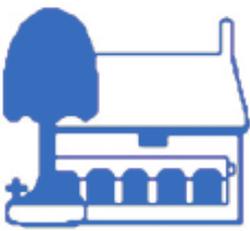
	<p>The meeting moved to Part II minutes</p> <p>The meeting returned to Part I minutes</p> <p>The school needs to enable pupils to make progress from their starting point. Even in maths a pupil needs to read. Maths papers this year were language heavy.</p> <p>The school will be doing assessments in November and March. Exams take place in May. WB added we have looked at every child's attainment and highlighted the gaps. KS1 did make progress. Perhaps there are some elements of not high enough expectations. <i>A Governor asked is your concern around ownership and accountability and aspirations of teachers?</i> WB replied yes, for some in certain cohorts, perhaps there wasn't enough accountability. This is not across the school. Monitoring of children will take place weekly and we will look at progress from their starting points.</p> <p><i>A Governor asked is the expectation of a child reflected in the overall planning for lessons?</i> WB replied the planning for maths and writing is taken in steps. There are also parallel learning journeys for some. Marking of books will be useful for Governors to look at. Target children will feature heavily in these.</p> <p>Target outcomes for 2019.</p> <ul style="list-style-type: none"> • Y2 SATS. Reading is at 100% - writing and maths not as high. • Y6 projections. Need to accelerate progress in maths. Overall target would be low 80's combined. 	
	<p><u>Analysis of pupil attendance</u></p> <ul style="list-style-type: none"> • Currently 95.9% - 2% below target. There has been some illness. • Two children are on part time timetables at the moment. <p><i>DC asked how are outliers performing?</i> WB replied 12 are below 90% and a letter will be sent to parents tomorrow. Attendance sheets will be printed for every child. There have been 14 lates since the start of term.</p>	
	<p><u>Quality of teaching</u></p> <p>The meeting moved to Part II minutes</p> <p>The meeting returned to Part I minutes</p> <p>Observations will take place all this week. Performance in Y4 is strong.</p> <p>The meeting returned to Part II minutes</p> <p>The meeting returned to Part I minutes</p>	



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	<p><u>Safeguarding and pupil welfare</u></p> <ul style="list-style-type: none"> • WB reported that there were no bullying logs to share. • The Safeguarding audit has to be completed by end of November. WB and VH to get together to discuss. • There have been no MASH referrals. • CAP workshops will take place next week. • PB and SE to be the LGBT reps. <p>The meeting moved to Part II minutes</p> <p>The meeting returned to Part I minutes</p> <p>Developing a parent's forum was discussed. WB and PB to discuss further.</p>	<p>WB & VH to meet re the safeguarding audit.</p> <p>WB and PB to discuss further developing a parents forum.</p>
	<p><u>Admission issues</u></p> <ul style="list-style-type: none"> • There are 139 pupils on the census at the moment. • Preschool is being promoted as much as possible. • Pupil numbers are 12 down on last year and this will have repercussions on funding for next year. <p><u>Policies</u></p> <p>The Admission Policy was reviewed and renewed.</p> <p><u>The School Development Plan 2018-19</u></p> <p><u>Priorities</u></p> <ul style="list-style-type: none"> • A coherent and effective curriculum that meets the needs of all pupil groups. • To ensure teaching and learning in science is at least good and that all pupils make expected progress from their starting points. • To promote a purposeful plan. <p>Early Years. WB reported that he did not know what form the Early Years assessment was going to take at the moment. The focus on writing for boys would be maintained with the intended outcome to push all pupils above GLD. Once the assessment has taken place WB will send the results to all governors and feed it into the governor monitoring calendar.</p> <p>The Self Evaluation update is included within the SDP.</p>	<p>The Admissions Policy was reviewed and renewed.</p> <p>WB to send to all governors the Early Years assessment results once done and feed it into the governor monitoring calendar.</p>



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	<p><u>Governor monitoring visits</u></p> <p>The calendar was handed out to governors who were asked to put their names against subjects.</p> <ul style="list-style-type: none"> • CH was nominated as the lead governor to monitor effective learning environments/learning journey display and outside learning space. • MH was nominated as the lead governor to monitor SEN. • PB was nominated as lead governor to monitor science, history and geography. • DC was nominated as lead governor to monitor maths. • VH will do the November Book Look. • SE to undertake the Sports review. • On Tuesday 13th November governors to take a tour of the school with staff to look at effective learning environments. <p>WB to email the completed monitoring calendar to all governors.</p>		<p>WB to send completed monitoring calendar to all governors</p>
8	<p>Minutes from the Last Meeting</p> <p><u>i Minutes Agreed</u></p> <p>The minutes of the last meeting were agreed as a true and accurate record and signed by DC.</p> <p><u>ii Actions/iii Matters Arising</u></p> <p>(i) Cleaning of the pond area in the outside space will start. A Friend of Fingle Woods will help for one day. Access is the issue.</p>		
Details of next meeting			
Date/Time	<p>Unclerked Wednesday 28th November, 6pm Clerked Thursday 24th January, 6pm</p>	Location	Moretonhampstead Primary School

The meeting closed at: 20.10