

THE GOVERNING BODY OF FLOCKTON CE (C) FIRST SCHOOL

Minutes of the meeting of the Governing Body held at 6.00 pm at the School on Monday, 1 July 2019

PRESENT

Mr R Michael (in the chair), Mrs S Pearson, Mrs S Rawling, Mr N Cappleman, Mrs L Coates.

In Attendance

Mrs A Sahota (Minute Clerk)
 Sonia Latham (Associate Member)
 Debbie Nouwen (Parish Curate)

INQUORATE MEETING: It was agreed to hold the meeting and confirm and adopt any decisions made at the meeting on 9 July 2019

Item	Minutes	Action
2791. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST	Apologies for absence were received from Mrs R Woods (consent), Rev V Keating (consent), Mrs L Burnett (consent) Mrs H Boyle (consent), Mrs J Metcalfe (consent) and Mrs E Hurst (consent) There were no declarations of interest.	
2792. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS	There were no items identified to be raised under AOB	
2793. REPRESENTATION	<p><u>End of Term of Office Name</u></p> <p>Linda Coates</p> <p>Mrs Coates was asked again if she would re-consider serving on the GB for a further term of office. Mrs Coates reported that unfortunately she felt the time was right for her to stand down.</p> <p><u>Co-option of a Governor</u></p>	<p><u>Category</u></p> <p>Co-opted</p> <p><u>With Effect From</u></p> <p>17.8.2019</p>

Item	Minutes	Action
2794. MINUTES OF THE MEETING HELD ON 13 MAY 2019	<p>Debbie Nouwen was welcomed to the meeting. RESOLVED: That Debbie Nouwen be appointed to serve as a co-opted governor. RESOLVED: That the minutes of the meeting held on 1 April 2019 be approved and signed by the Chairman as a correct record subject the following amendment:</p> <p><u>Minute 2780</u></p> <p>Spelling of “Debbie Nouwere” to read “Debbie Nouwen”</p>	
2795. MATTERS ARISING	<p>There were no matters arising.</p>	
2796. REPORTS FROM COMMITTEES	<p>Minutes of the S & E Committee held on 26th June 2019</p> <p>Minutes were not yet available.</p> <p>Mr Cappleman advised governors that the committee had looked in detail at school data, in preparation for the SATs results which were due out next week. The data was available for governors within the S & E folder of share point. It was highlighted that the following areas were covered: Early Years, KS1, Internal KS2, Y1 phonics and YR2 phonics resits, SEN and Disadvantaged cohorts, Attainment and Progress. The school was still awaiting LA National comparisons. The following summary of key points covered was provided:</p> <ul style="list-style-type: none"> • 73% of pupils had achieved a GLD (Good Level of Development) this year compared to 66.7% • Health Warning - 1 child could = between 7 to 9% therefore the school was not too dependent on the percentages however the story behind the data and the case study for individual pupils highlighting the reasons why expected progress was not made was more important • There was a slight dip in Moving, Handling and Writing (2 pupils did not obtain this development however would obtain moving into YR1) • Maths – did not obtain any level 3’s in Shape, Space and Measure mainly due to the Maths scheme introduced last year – shape, space and measure was taught at the end of the summer so teachers did not have the chance to observe pupils using and applying this before collecting data. This has been fed back to staff so that the programme of work can be modified in future years • YR1 Phonics – 81% passed • YR2 Phonics resits (4 pupils in total) – 100% passed • 2 pupils in YR1 had not received the pass mark – these pupils would receive a lot of intervention in YR2 	

- **YR2 – KS1 results** – Achievement was lower than last year (need to be mindful that this was a different cohort) However the progress made by these pupils from Reception was expected or better than expected
- Last year the school had managed to get more children at expected but not enough to Greater Depth. This year seen an increase in pupils achieving Greater Depth however there was a block of pupils, which despite everything being put in place, they couldn't be moved from working towards to achieve expected
- 31% of pupils exceeded in Reading (4 pupils)
- All children had made expected progress in line with EYFS scores and 1 pupil made better than expected progress
- Writing – one pupil did not make the expected progress mainly due to absence (the evidence was not in the work book)
- Moderated by LA this year (moderation was also moderated) all judgements made were approved

Q: Is this data part of our end of year SATs results

A: Yes this is our data this is the data which goes out – it does look lower

Q: How would OFSTED view this data – would they compare one year with the other or look to see how a child has progressed from reception and that they were moving in the right direction?

A: OFSTED will look at 2 things - Achievement and Attainment and Progress over time. What they often do with a small school is look at attainment as a 3 year average. Going forward with the new framework it is not at data lead

- **Disadvantaged pupils** – 15 pupils across the school (reception to YR5)
- Gap is still there between pupil premium children and their peers however the progress made by these pupils was increasing so the gap was beginning to narrow especially in Writing 27% who made better than expected progress
- **SEND** – pupils were making improved progress
- **Pyramid moderation** - was now really embedded and seen another successful year – looking at developing further (cross curricular moderation)
- **Governor Evaluation and Impact** – felt this was something which needed to be completed by the steering committee as the exercise covered more than just S & E
- SEF – revised and actions identified

2798. BREAKFAST CLUB AND AFTER

Mrs Latham had prepared a summary paper highlighting the current position and the proposed plan going forward from September 2019.

SCHOOL PROVISION

The following points/questions were raised:

Q: Are we running this provision at a loss?

A: Yes, we are not making a profit. Based on the income generated and cost of running it we are making a loss. It was agreed last October to continue to run the provision at a loss until the end of this academic year and then review at this point and weighing up the benefits and whether to continue to provide wrap around care.

Q: What level of loss have we made?

A: This year the loss has been £1997

Q: Where is this loss funded from currently?

A: The school fund. Whatever we make in school fund is transferred across

Q: In terms of the income generated from the other after school activities/clubs we provide (singing etc) has that sum been added to this figure?

A: No this total has not been added in project sport income goes straight to project sport

Q; If the income generated from these was added would the loss not be as substantial?

A: Yes it would reduce the loss

- Governors considered the suggestions within the paper which included an increase in price and introducing a 3.30pm to 4.30pm cover.
- It was felt the half session would be very popular to help working parents
- It was suggested to consider offering pupils wrap around care when after school clubs were cancelled on the day to avoid causing parents any disruption and the school having to make a refund
- Would need to keep eye on numbers and staffing ratio's
- include the provision in the school prospectus highlighting that parents could use their nursery vouchers
- It felt the right decision would be to run for another year to see how successful the half session would be
- It was felt there was lots of benefits to retain the provision and trail for another year especially in light of the developments within the village

RESOLVED: That the Governors agree to continue with the Breakfast Club And After School Provision for another year.

Item	Minutes	Action
2799. HOUSING DEVELOPMENT - UPDATE	<p>Mr Cappleman reported that he had received no further communication from the developers.</p> <p>Mrs Rawling agreed to make some discreet enquiries with the secretary of the working men's club regarding any monies that may be owed to the school.</p> <p>It was agreed that the steering committee would pick up at their next meeting how to resolve some of the outstanding issues.</p>	Item for Steering committee
2800. HEAD TEACHER WELLBEING	<p>Mr Cappleman advised the meeting that it had been a busy few weeks. Showing perspective candidates around the school had taken a significant amount of time however he had managed to book some dedicated headship time to catch up on task such as writing annual reports and data crunching.</p> <p>The next few weeks leading to the end of term would also be a busy time.</p>	
2801. HEAD TEACHERS REPORT	<p>The heads report had been made available on SharePoint for all governors to read prior to the meeting and raise any questions.</p> <p>The following points /questions were raised:</p> <p>(a) <u>Data</u></p> <p>Q: Is there some formulae to work out a comparison against the FFT data which was shared with us previously to this data presented in the report?</p> <p>A: On the Data analysis presented to S & E it shows the targets we set in September and next to this how we've done in comparison. In the majority of cases we have hit the targets, in some we have exceeded and in a couple of areas we haven't</p> <p>Q: For those were we have not hit the targets how far were we?</p> <p>A: We were nearly there - one or possibly 2 pupils. When looking at these results we consider 2 things (i) We have just been moderated by the LA so those results are our results. (ii) Those pupils in YR2 that were either on the cusp of between working towards to expected or expected to Greater depth it is best not to look at them in terms of how they will be in YR3 but think about what YR6 expectations will be. Will those pupils leaving the school in YR5, having a year in middle school hit those targets then. If we don't feel confident that they will hit those targets we don't award them that level now. FFT KS2 predictions are based on how pupils do in YR2. So if we inflate them now it will mean the pupil will struggle later on and will be an issue for the School the pupil goes to. Even if this means our results being low we would not over rate them, we would look at what we can do for those pupils and work with them</p>	

(b) Racist Incident

Q: In the report it indicates parents were invited into school to discuss – did they attend?

A: One set of parents came to speak to me and the other talked to the teachers. They were invited to come and speak to me but they didn't feel they needed to. The matter was resolved amicably and we have done a lot of work with the children.

(c) Admissions

Currently the school had 15 children due to start YR in September 2019 and they would be completing their transition visits in the coming weeks. There were three appeals for entry to YR due to be decided upon by the LA appeals panel on 17th July. Mr Cappleman advised that he had written to the appeals panel, stating the school's concern that the Local Authority would need to make a decision on how they would move forward in line with their role as a village school serving the community and recognising that children who lived in this village should be able to attend the village school.

Q: Given in the past that most appeals have been successful our PAN for EY is 15, we are at 15 can we increase beyond this without changing the way our classes are configured?

A: Not all appeals have been successful, it may appear like that however we have had 2 appeals in the past where one was won and the other was not. This is something that the appeals panel decide upon. I have sent through my evidence and put my case forward, however it is unfortunate that until this starts to happen the LA will not take action. Therefore it is a good thing despite it not being good for the school in terms of having a larger class and the impact it will have on staffing.

The following points were highlighted:

- When an appeal was won the child was a protected case and the number was taken out of the equation whilst the pupil remained at the school.
- Although there was a legal limit in reception it had been known recently for this to be a little more fluid
- The outcome of appeal would be known until 17th July , this was far too close to end of term to make any plans/prep

Q: How many protected places is a school allowed to have?

A: I don't know, we have not been in this situation before

Q: Would the pupils start on the same date in September?

A: We have a staggered intake when pupils start in Reception**(d)** Attendance

The target was set at 98%, currently attendance was at 96%. (Authorised: 3.31% / Unauthorised: 1.07%) Most unauthorised absences was due to holidays during term time. Although this was an ongoing problem it did not feel appropriate to enforce fining parents.

In light of the number of bug/viral infections that had impacted on attendance this year; both in Spring 1 and Summer 1 it was felt the attendance figure was not too concerning.

(e) Buildings

Mr Cappleman advised governors that he been informed that work to replace the existing boiler was hoped to be carried out in the autumn second half term, with a temporary boiler being installed during half term. However before he could agree to this he needed to confirm practicalities regarding access/safeguarding.

The delay was due to the number of jobs being signed off by Kirklees cabinet. Flockton's was not in the initial list but, as funding became guaranteed it had been added. This meant that the LA would need to complete the work this financial year in order to receive funding.

The school was still waiting to hear about a start date for the proposed renovation work in the staff toilets.

Governors brought to the attention of Mr Cappleman a blocked drain by Class 3. Mr Cappleman agreed to look into this.

(f) Parents and Community

Governors were invited to attend either of the following Y5 leavers' services:

Thursday 4th July from 1:30p.m.at All Hallows Kirkburton, where the school would be celebrating with all the Church Schools in the pyramid;

Thursday 11th from 2:00p.m at St. James' Flockton, celebrations as a school.

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2802. SAFEGUARDING	<p>Mr Cappleman reported that the Government would be releasing some minor changes to the "Keeping Children Safe in Education" guidance. It was reported that these changes could have an impact on a few of the schools policies which would necessitate a policy review in September 2019.</p> <p>The staff safeguarding training, which was delivered every three years, was due to take place on the INSET day in September – governors were invited to attend this.</p>	
2803. FINANCIAL MANAGEMENT AND MONITORING	<p>Month 2 SAP reports had been placed on SharePoint for Governors information.</p> <p>It was reported that the budget was all on track and there was nothing really to report 2 months into the new budget. The school had been reimbursed for the roof damage.</p> <p>The 3 year budget would be picked up in September.</p>	3 year budget to resources
2804. POLICY REVIEW	<p>There were no policies for review or approval.</p>	
2805. GOVERNOR TRAINING AND GOVERNOR VISITS.	<p>The following was reported:</p> <p>Linda Coates had carried out an EYFS visit today – report would be circulated in due course</p> <p>Sylvia Pearson – Numeracy visit on Wednesday am</p> <p>Sue Rawling –SIAMs visit this week</p> <p>Val Keating – SIAMs visit had been carried out last Wednesday</p> <p>Jill Metcalfe – Literacy visit arranged for Wednesday</p> <p>Lisa Burnett and HT – SEN /Disadvantaged pupils monitoring was covered as part of S & E</p>	
2806. ANY OTHER BUSINESS	<p><u>Calendar of dates</u></p> <p>The calendar of term dates had been circulated to parents however schools had just been notified of the following change:</p> <p>May day Monday had been changed to VE Friday notification of this change would be re- circulated to parents.</p>	
2807. DATES OF FUTURE MEETINGS	<p>Tuesday, 9th July – Special HT Ratification meeting</p>	

Item	Minutes	Action
2808. AGENDA, MINUTES AND RELATED PAPERS -- SCHOOL COPY	RESOLVED: That no part of the Minutes be excluded from the copy to be made available at the School	

U. Boyle
 Chair
9/7/19
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