

**MINUTES OF A MEETING OF THE GOVERNING BODY OF
ST ANNE'S FULSHAW CE PRIMARY SCHOOL
HELD AT THE SCHOOL ON 24TH MAY 2016**

Governors Present:	Anne Baker	
	Daniel Baker	
	Claire Carter	Chair
	Nicola Cathery	
	Wendy Clark	
	Clare Daniel	Headteacher
	Katie Davis	
	Natalie Lloyd	
	Paul Smith	
Also in attendance:	Ian Gatie	Clerk to the Governors

PART ONE – NON-CONFIDENTIAL BUSINESS

Before the meeting started Mrs Thomas gave a presentation on the recent residential visit to Wales. She pointed out that there had been some concerns expressed as the visit was just before the summer tests. However, being away from the normal teaching environment, the children were able to focus on the activities and not worry about the impending tests.

Mrs Thomas highlighted the benefits of residential visits based on comments made by the pupils. These included mixing with pupils outside of their normal friends group; learning in the open air; participating in 'adventure'; working collaboratively with others; having new experiences; working with inspiring adults.

The pupils, and staff, found the whole experience beneficial.

1. APOLOGIES AND AOB

The Governing Body agreed that the apologies for absence received from Alan Wilson and Jonathan Vose be accepted.

2. CONFLICT OF INTEREST

Governors were asked to declare any potential pecuniary interest and/or conflict of interest with the business to be discussed during the meeting.

Governors declared that they had no conflict or pecuniary interest.

3. ELECTION OF VICE CHAIR

Governors agreed that the term of office for the Vice Chair of Governors would be one year.

The following nomination was received at the meeting: Daniel Baker

Following a vote Daniel Baker was elected as Vice Chair of Governors for a period of one year.

4. MEMBERSHIP

The following changes to the membership of the Governing Body since the last meeting were reported:

Anne Baker was appointed as foundation governor – 18.04.16

Daniel Baker was re-elected as parent governor – 29.04.16

Nicola Cathery was appointed as co-opted governor.

The Governing Body currently has the following vacancy:
One LA governor

Governors were asked to pass suggestions for potential nominees to the Chair.

It was noted that the term for Wendy Clark as staff governor is due to expire on 17.06.16.

Rev Paul Smith reported that his role as ex-officio foundation governor would cease at the end of term and that the position would be taken by Laura Rhodes.

ACTION: Clerk to supply contact details to the Authority.

5. PART ONE MINUTES

The part one minutes of the meeting held on 9th February 2016 were confirmed as a correct record and signed by the Chair.

The following matters arising were discussed.

A governor asked if any issues had been identified as a result of the homework survey. The headteacher replied that only nine responses had been received and that there was an even spread of views expressed, from those satisfied with the amount to those wanting more, or less. A homework club operates after school on Thursdays. To satisfy those wanting some holiday homework it has been decided that it will be set, but pupils can complete it during the first week back of the new term.

6. CHAIR'S ACTIONS

There was nothing to report.

7. PART ONE REPORTS FROM COMMITTEES

The following Committee minutes were received by the Governing Body:

Personnel, Pay and Performance Committee 22.04.16

Aims & Achievement Committee 26.04.16

Resources Committee 17.05.16

The following issues relating to the minutes and reports were discussed:

Resources

The Chair reported that the build start date has been postponed until 21 July. She also indicated that the donor will lead on some publicity.

The chair of the committee reported that the recently agreed TA resource is to be extended to March 2017. Negotiations are continuing with the Authority for additional funding, but there could be an implication for the carry forward figure.

A governor raised the recent case of arson in the playground, asking if options had been considered to try to prevent another incident. The headteacher indicated that the committee had considered increasing the height of the outside fence, but that it was at the maximum allowed. Some governors expressed their concerns as to the responses received from the police and the secondary school as to how to deal with the culprits.

Governors **approved** the budget for the financial year 2016-17.

Personnel, Pay and Performance

The committee had considered a model capability policy and procedure for teachers and recommended that a staff dismissal decision should be taken by the headteacher and two governors. The proposal was **approved** by governors.

The following report from governors with special responsibility was received: It was noted that the link governor for early years had visited during the term and will meet with the teacher to review and report on the year, before the end of term.

8. HEADTEACHER'S REPORT – PART ONE

Part one of the Headteacher's Report contained the following matters:

- Outcomes for pupils – current achievement data
- Quality of teaching, learning and assessment
 - Staff changes
 - Monitoring outcomes
 - Assessment
 - Training and development
- Personal development, behaviour and welfare

- Behaviour concerns and transience
- Vulnerable pupils
- Multi-agency meetings
- Racist incidents
- Exclusions
- Attendance
- Effectiveness of leadership and management
 - Subject leadership
 - Curriculum enrichment

The Headteacher highlighted the following:

- The INSET day held before Easter was spent considering subject leadership. The staff found the experience very valuable. Subject leader summary reports have now been developed, showing data, curriculum maps, marking summaries, links to the School Development Plan (SDP), SWOT analysis and examples of work. These will provide the basis for discussions between link governors and teachers.
- The North West Maths Hub training is underway and some changes to maths provision in the school had already been undertaken.
- Attendance is still high.
- The national curriculum tests for the end of KS1 and KS2 have been completed. Whilst there are no scaled scores available yet for KS1, the early indications are that the pupils have performed to expectations.

A governor asked if any parents had expressed any views about the tests. The headteacher commented that most parents seemed to approve of the 'low key' approach and that there were few signs of pupils being stressed during the tests.

The following issues arising from the headteacher's report were discussed:

- A governor asked whether monitoring work carried out during this year had indicated that the quality of teaching was similar to those of last year. The headteacher indicated that it was broadly similar and that this was supported by the data.

9. SCHOOL STRATEGIC DEVELOPMENT PLAN (SSDP)

The updated document had been circulated to governors and there was no further discussion.

10. EXTERNAL SCHOOL IMPROVEMENT SUPPORT

The headteacher commented that there had been two external reports produced. Being a 'targeted' school, the Authority had provided a SIP (school improvement partner). The basis for identifying 'target' schools was based upon data and did not consider the underlying aspects of an individual school. Consequently, Fiona Burke-Jackson had reviewed the school's processes and had reported satisfaction with the approach to supporting pupils.

External school support for 2016-17 will depend on how the Authority categorises the school following the curriculum tests.

The advisor to support the process for the headteacher's performance management review was approved as Fiona Burke-Jackson. It was noted that a mid-review had been held and that the full review has been arranged for 26th September 2016.

11. SELF EVALUATION (SEF)

The SEF had been circulated to governors. The Chair indicated that governors should be prepared to have all completed their input to the governance review by the autumn term FGB meeting.

A governor asked about the high proportion of pupils who appeared to have a diagnosis of ASC or autistic type markers in their identified special needs. The headteacher conformed that this was correct and that accurate identification of pupils' needs had been moderated by the borough SENCO when she visited last year.

12. GOVERNANCE STATEMENT

Governors reviewed the statement for 2015 and were asked to provide the Chair with any further comments for the 2016 version by 19th June.

ACTION: All governors.

13. DIRECTOR'S REPORT

The Director's Report for the summer term 2016 contained the following matters:

1. Governance update
2. Education white paper 2016
3. Statutory guidance about making organisational changes to maintained schools
4. Statutory guidance about schools causing concern
5. Reducing teacher workload
6. Changing headteacher/leadership pay ranges
7. Education welfare service
8. Part-time school timetable guidance and children missing education
9. Penalty notices for leave of absence
10. Summary of audit findings
11. SEN and Disability
12. Raising awareness of Prevent
13. Extremism and radicalisation
14. Bullying documentation
15. Skills and growth company
16. Virtual school update

The following points were discussed:

- The SEND governor is to consider attending the special LA conference.

- The headteacher reported on some difficulties that the school was experiencing with the Virtual School and that these were having an impact on the payment of pupil premium funds for children in care,

14. GOVERNOR DEVELOPMENT

It was noted that governors had inputted answers to the Ofsted training material.

Some governors have completed the 'Prevent' training.

15. SCHOOL POLICIES

There were no policies for full governing body approval.

16. PLANNED RESIDENTIAL VISITS

The Governing Body was informed about the following planned residential visit:

Year 2/3 to Burwardsley on 5-6 July 2016

The Governing Body was satisfied that appropriate risk assessments will be carried out and approved the visit.

17. FINANCIAL MATTERS

It was noted that the audit for the Schools Financial Value Standard (SFVS) had been forwarded to the Authority.

The purchase of services is delegated to the headteacher and will be finalised by 25th May.

The appointment of the Authority clerking provision was approved.

18. NOMINATIONS FOR CHAIR

Claire Carter was nominated.

19. TERM DATES FOR 2017-18

The headteacher reported that the Wilmslow cluster had considered the term dates for 2017-18 and had decided to align with those published by Cheshire East..

There will be five INSET days: two in September, one in October (joint), one in January and one at the end of the spring term or the beginning of the summer term.

Governors **approved** the dates. The headteacher will publish these on the website.

ACTION: Headteacher.

Natalie Lloyd left the meeting.

20. ACCADEMY STATUS

The Chair reported on meetings held with the Diocese and the Wilmslow cluster.

It was considered that the scheme put forward by the Diocese would have diminished the independence of the school and reduced the links to local schools.

At the Wilmslow cluster meeting, all schools were invited to voice their current thinking on academy status. This tended to create two broad groupings. On the one side were schools that were already academies or were making progress towards that status. The remaining schools were undecided. The Chair and headteacher reported that this second grouping of schools seemed to have a number of common features. All were keen to retain their individuality if a collaboration framework was created.

Governors recognised the requirement to maintain the Christian foundation of the school and agreed that local links should be retained.

The Chair stressed that further discussion was necessary and proposed an extraordinary governing body meeting. At this meeting governors will have the opportunity to state their own requirements for joining an academy collaboration.

ACTION: Chair to circulate proposed meeting date.

21. MEETINGS

Governors agreed the dates for the meetings of the full Governing Body for the next academic year as follows.

Autumn term: Tuesday 11th October 2016 at 6:00 pm

Spring term: Wednesday 15th February 2017 at 6:00 pm

Summer term: Tuesday 23rd Mar 2016 at 6:00 pm

22. ANY OTHER BUSINESS

There was no additional business.

----- Chair

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