

SHIRLEY INFANT AND JUNIOR SCHOOLS

MINUTES OF MEETING OF FULL GOVERNING BODY

Date: Tuesday 27th March 2017

Time: 6.30pm

Governors Attending:	Peter Gould [PG] Chair of Governors	Carolyn Fayle [CF] Vice Chair
		Jenni Connelly [JC]
	Annette Hixon [AH]	Donna Dunford [DD]
	Cate Gregory [CG]	Sarah Horsfall [SH]
	Andy Powell [AP]	
		Matt Rumble [MR]
	Hannah Prior [HP]	
	Carl Brooks [CB]	Matthew Fox [MF]
	Richard Little [RL]	
Apologies	Claudia Tanuggi [CT], Stuart Curtis [SC]	
Absent	Liam Peters [LP], Alex Woodgate-Jones [AWJ]	
In Attendance:	Ryan O’Hearn [RO], Lucy Coupal (clerk).	

Item		Action
1	Apologies and declaration of interests	
014/16-17	Apologies from SC and CT received. No declarations of interest.	
2	Minutes of previous meeting	
015/16-17	No comments from last FGB meeting; approved minutes have been posted on the website.	
3	Matters arising from last meeting	
016/16-17	Action – MR to discuss astro-turf with RD.	
4	Correspondence	
017/16-17	No correspondence received since last meeting.	

Signed

Date:

5	Teaching and Learning Update	
018/16-17	<p>HH led for both schools. Review of SIP.</p> <p>T1 Leadership and Management - To improve the effectiveness of leadership and management at all levels</p> <p>Leadership focus has helped with bringing the schools together, we have done some of our school reviews together; we have also looked at joint policies, the safeguarding review and evaluated against audit tools. Key curriculum developments have been looked at across both schools. This year we have 5 new year leaders, 4 in the Junior school (either new to school or new to leadership) and one in the Infant school. All year leaders in Junior school are well supported by AH and existing year leaders.</p> <p>New approach to school reviews – one year group is covered over one whole day. The morning is spent in classrooms; then the afternoon is spent on work scrutiny – year leaders are involved for the whole day and taken out of class. This process has also helped to develop subject leadership roles, and further establish expectations for ARE and greater depth.</p> <p>RO- we have a 3 day cycle for subject leaders, science maths and computing, P4C (Philosophy for Children) and RE have an increased amount of PDM time, more release than other subject leaders. CF, AWJ and MR have been in and met with these leaders too.</p> <p>(SH arrived at 18.40pm).</p> <p>T2 Quality of Teaching, Learning and Assessment – Developing the New Maths Curriculum</p> <p>HH continued – we have three new maths leaders; new methods have been trialled, some more successful than others. MF has been in to meet and discuss with maths leaders. We are developing the concept of ‘maths mastery’.</p> <p>(MR arrived 18.43pm).</p> <p>RO continued – we are slowing down certain concepts to make sure the pupils have actually mastered the subjects. A lot of work around the language side of things is needed, lots of talking and a range of tasks. We have also looked at greater depth in maths; particularly in the Infant school. CF – has any of the maths language changed? RO – some things, units are now called ‘ones’, but most is the same, we just need to make sure pupils know the application. HH – we have also done lots of work on book scrutiny and have worked across schools within JET. Predictions for Maths in year 2 are 85% reaching ARE and 27% reaching greater depth. Our predictions for maths in year 6 are 90% to get ARE; however we need to look further to see what we predict greater depth will be. Last year pupils had to get 98% (i.e. only drop 12 points) to achieve greater depth.</p>	

Signed

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PG – what are the figures looking like for this year 6 cohort?
JC – we have more pupils at ARE and these are more secure, greater depth in maths may be more of a challenge for this cohort.

HP – we feel more stable with our predictions this year based on our proved accuracy in predictions last year.

T 3 Quality of Teaching, Learning and Assessment – Pupil Premium pupils’ progress

HH - another focus was to look at disadvantaged PP – the outgoing attainment of year 6 wasn’t in line with their starting point.

Ofsted expectation is that governors are aware of what PP money is being spent on and how is the school measuring impact.

This has been a big focus for AH and CG, and is discussed regularly in detail at the T&L meetings; it is a standing item on the agenda.

Review on PP has taken place from Hamwic, and Portswood Teaching alliance.

MF updated the GB on what is regularly discussed for PP at the T&L meetings.
HH we have now got good evidence to show support, interventions and management.

CF – each child has a pen portrait which we have seen evidence of, it is impressive to see the amount of work the school has been doing to gather and collate evidence.

HH – both schools have been tracking attendance of PP children; we have been trying to improve attendance, and have evidence for impact of what we have been trialling.

P4C (Philosophy for Children) is being delivered throughout school and therefore offered to all children, all are benefiting but it has been proven that PP children are those who will benefit the most.

CG – interventions are being delivered earlier in an attempt to have more time to ‘diminish the difference’ (the new term for ‘closing the gap’).

AH – all teachers and year leaders have knowledge of how much money PP pupils are allocated and what it is being used for. All are aware of what strategies work well; questioning and analysing impact of intervention and where it is cost effective.

Numbers of PP pupils are 56 in the Junior school, 35 in the Infant school.

Overall percentage of PP is low, but there is a massive impact on the time and attention spent by staff on this sub-group.

MR – are there any examples of interventions that haven’t worked?

HH – intervention group – parent engagement sessions didn’t appeal to PP parents and were being attended by other parents; which wasn’t cost effective in terms of SLT management time.

Signed

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	<p>RO – we then set up parental engagement café with our family support worker at St James café to get parents to complete home learning with their children, this was much more successful.</p> <p>AH – in the Junior school we have found that extra sessions with TA or an additional teacher in the afternoon have been helpful.</p> <p>CG – we are now doing this in the Infant school, we have a teacher working with them on Wednesday afternoons to go over work covered and we are already seeing a positive impact on progress.</p> <p>HP – paired reading is also working well – this was initially targeted at Looked after children, but we have been able to include some of the PP children too.</p> <p>AP – is the title ‘gifted and talented children’ still a focus for the schools? HH – yes we are still tracking these children, and we now focus on them achieving greater depth.</p> <p>JC – we have visited Marchwood school to look at their greater depth in writing; we have also been to SCC and HCC led courses to look at examples and now have a much clearer idea of what is required.</p> <p>HH – writing in the Junior school will also be a focus for Ofsted due to data; maths will be the focus for year 2.</p> <p>We have also done work on the marking policy and tried to align marking and feedback across the two schools.</p> <p>Year R will be moderated this year.</p>	
6	Financial update	
019/16-17	<p>Financial performance of both schools is good – both are performing well against budget; and both are looking set to end the year with smaller deficits against those predicted.</p> <p>Five year planning is being looked at – Infant school budget is ‘tricky’ but manageable. Money per pupil is expected to remain as it is and not rise.</p> <p>Junior school budget is much tighter and will be more difficult to manage due to the fall in pupil numbers.</p> <p>There are funds we can fall back on, this year and for the next couple of years; but there could be problems thereafter.</p> <p>Governors are in constant touch with Hamwic, they are agreeable to run a deficit budget in the future.</p> <p>AP we don’t have to take immediate drastic action yet, we are keeping the budget clearly in mind when planning implications arise.</p> <p>Hamwic have agreed a figure for refurbishing one of the toilet blocks in the Junior school.</p>	

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	Buildings and IT provision will be the areas which will suffer most in terms of reduced budget in the future.	
7	Safeguarding and premises update	
020/16-17	<p>SH led – there are new systems for reporting for safeguarding issues. An audit was carried out at the beginning of the year and another one is just about to begin. Policies have been changed where necessary and they are all up to date.</p> <p>CG – we have updated our Prevent training, we would like the governors to all complete the training now and we will keep record of completion as it needs to be updated annually.</p> <p>Travel plan - SH will attend the next parent forum to recruit more helpers – the Junior school has silver status but if we don't move to gold soon we will lose that status.</p> <p>We are still trying to have fire gates from the field 'red boxed' (so no-one can park there) on Wilton road, along with the area in front of the bollards.</p> <p>Premises MR updated the meeting – draining issues have been looked at by a drain survey. Action – MR is talking to Rob Davies to discuss care of the astro turf – sand purchased for brushing in to the turf during tidy up day.</p> <p>Tree in year R playground has been removed; and playground has been tarmacked over.</p>	
8	Hamwic update	
021/16-17	<p>There have been some developments in the restructure. PG updated the GB with the history of the changes which have been discussed via JET and Hamwic board meetings.</p> <p>We are waiting for the timeline of when people will be told before we proceed with telling parents, we need to let staff know as they will need to be transferred across from JET to Hamwic.</p> <p>PG issued the document 'embedding the community ethos and focus into the new Hamwic structure' to governors to review. RL – is the umbrella structure still the one on their website? HH – yes, any indication of changes needed has been done by phone call or email, there is no public notice yet. RL – presumably there will be many lawyers' hours needed to sort legalities, are the schools protected against having to pay? PG – JET have made it clear schools don't have the money to pay for this.</p> <p>MR – JET seems to be the MAT which has been most engaged in the restructure discussions in terms of sending its Hamwic Members to the various meetings.</p>	

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	<p>MF – what are the next steps? PG – we need to tell the staff, and we need to tell all at the same time. This has to be via a letter from Hamwic but this needs to be coupled with the timeline of when events will happen; we haven't got this yet.</p> <p>Governors discussed the accountability and changes in model, changes in behaviour on both sides (schools and Hamwic), accountability increased from schools; decisions being taken out of the control of the school. PG and HH assured the GB that many of the points raised here tonight have been rigorously discussed at the JET meetings and the heads of schools meetings.</p>	
9	New Governors and Succession Planning	
022/16-17	<p>PG asked about the possibility of another staff governor from the junior school; JC will ask again. SH suggested that the 'New parents' evening for year 3 should have a governor there to ask for interested parties.</p> <p>A call for new governors will be added to the next newsletter to go out for the Infant and Junior schools.</p>	
10	Training	
023/16-17	<p>Governors to do online 'Prevent' training – print certificate there and then; and send these back to the school.</p> <p>Safeguarding update will be delivered by AH and CG at the next full governing body meeting.</p> <p>Hamwic training sessions have been circulated; governors will attend as necessary.</p>	
11	AOB	
024/16-17	None.	
12	Items to be marked confidential	
025/16-17	Hamwic update to remain confidential until staff and parents have been informed.	

The meeting closed at 8.13pm.

Action points from this meeting:

ITEM	ACTION	WHOM
020/16-17	MR is talking to Rob Davies to discuss care of the astro turf – sand purchased for brushing in to the turf during tidy up day.	MR

Signed

Date