

Minutes for Leadership and personnel committee meeting
For Shirley Schools
6.30pm, 23rd January 2017
Shirley Junior school leadership office

Item		Whom									
1.	Apologies and declaration of interests										
LP 21/16- 17	<p>Present: Carolyn Fayle (acting chair), Hazel Hayter, Cate Gregory, Andy Powell, Matt Fox, Annette Hixon, Richard Little, Matthew Rumble.</p> <p>Apologies Peter Gould (chair),</p> <p>Absent</p> <p>Attending Lucy Coupal (clerk)</p> <p>Declarations of interest None.</p>										
2.	Minutes of previous meeting: L&P Committee 14th November 2016.										
LP 22/16- 17	CF introduced the meeting as acting chair. Minutes from the meeting 14 th November 2016 were approved as a true and accurate record of the meeting.										
3.	Matters arising from last meeting.										
LP 23/16- 17	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Item</th> <th style="width: 60%;">Action</th> <th style="width: 25%;">Whom</th> </tr> </thead> <tbody> <tr> <td>LP 13/16- 17</td> <td>PG to give Emma Fay the constitution of the governing body to put on the school website. Action closed.</td> <td>PG</td> </tr> <tr> <td>LP 20/16- 17</td> <td>As PG gains more information on Hamwic it will be forwarded to governors. Action closed. Hamwic called an EGM.</td> <td>PG</td> </tr> </tbody> </table> <p>MR still to catch up with Rob Davies about the astroturf.</p>	Item	Action	Whom	LP 13/16- 17	PG to give Emma Fay the constitution of the governing body to put on the school website. Action closed.	PG	LP 20/16- 17	As PG gains more information on Hamwic it will be forwarded to governors. Action closed. Hamwic called an EGM.	PG	
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4.	Correspondence										
LP 24/16- 17	None, apart from emails from Hamwic which will be dealt with under item 8.										
5.	Teaching and Learning										
LP 25/16- 17	SJS – We have a teaching member on long term sick, unsure of how long this will be. We are covering with a regular supply teacher who was already working in the school. This supply teacher was observed this morning and is doing well.										

One new pupil in year 3, no other movement.
 Current attainment in year 6 is as follows;
 Reading 83% of pupils are at ARE (Age Related Expectation)
 Writing 72% of pupils at ARE
 Maths 74% of pupils at ARE.

Combined 72% of pupils meeting ARE; which is already up from this stage last year.
 Percentage of pupils at greater depth is also up from last year.

We have had several reviews recently focusing heavily on juniors.

Abby Wilkinson came in to review the PP in the juniors.

We have worked hard to measure impact on interventions from last year, and again this year.

We have reviewed the website data and how we present our PP information; to make it informative and easy to access for parents.

AH and CG will have another meeting with Mark Sheean to review impact on interventions for PP pupils.

MF – did we receive a report from Abby Wilkinson?
 HH – yes, we will send it through to you, along with the Hamwic review.

AP – it does seem to be data driven; maybe this is the way Ofsted will always be?
 HH – yes, even though the small figures are statistically ‘insignificant’ and skew results – the figures relate to children and every child will be counted as data for an inspection.

HH – our data is showing that PP children are doing better but we still need to demonstrate the impact.

SJS had a local authority review last week which went well.

CF – from our Teaching and Learning meeting it is evident the schools do collect a comprehensive amount of data on the PP children.

MR – as a governor new to the situation it looks like the schools have responded quickly and have got a good grip on data and providing evidence, so well done.

SIS
 Change in middle leadership – year R leader decided to step down from leadership, CG, HH and RO will take on the leadership.
 CF – what about your work life balance?
 CG – it will be difficult but we will see how we manage. We have planned a mini review of year R and have invited Gillian Fay from Wordsworth Primary school. We want it to be a positive review of what is working and what is not, and to devise a way forward. The cohort of pupils is very challenging.

	<p>MF – did the cohort contribute to the stress of the situation? CG – not a clear answer, maybe have contributed but there are other things as well that we have picked up on. HH – the team are receptive to change and they want to do well.</p> <p>We have a space in year R, potentially have a looked after child coming to look at the school.</p> <p>Good P4C (philosophy for children) launch before Christmas, this went really well and the children responded well to the training and ideas.</p> <p>MR – how is the pressure being felt among yourselves with taking on year R? CG – we are rearranging, I am trying to clear my diary for Wednesday afternoons so I can do PPA with them. My main concern is that the team feels supported even if it is ‘remotely’ as in no-one in the team.</p> <p>MF – all the interventions we discussed are commendable and the staff should be congratulated for all their work; good that we are getting external feedback (Mark Sheean) on impact. Positive report from NA. AWJ and myself have done subject leader interviews which were positive (information will go on the drive). Leaders are encouraged and supported to try new things. These leadership meetings are continuing.</p>	
6.	Safeguarding, Finance and Premises	
LP 26/16- 17	<p>MR – no major concerns financially. There are a couple of projected overspends on staffing costs but not an issue. Good to hear that the added pressure on the leadership is not impacting the budget – I will take this back to the SF&P committee that any increase in workload will impact greatly on the SLT.</p> <p>CG – guidance on gov.uk. reflects what the school already is doing in terms of ‘start again’ budget.</p> <p>AP – we need to have a view as to what it is we could possibly do to continue; the long term prediction is that we will run out of money at some point. RL – there seemed to be a change in Sean Preston’s comments where he recommended that the surplus be spent on the current children.</p> <p>MR – we have a date in the diary for budget discussion.</p> <p>Safeguarding – SH updated the meeting about safeguarding - all in hand. H&S review looks at accidents in the SIS and SJS and found no major concerns. Rob Davies has produced a plan of works which will be addressed.</p>	

	<p>HH – from our meeting with the local authority safeguarding representative; it was noted that the single central register would fail an inspection; so this has been updated with the extra categories to make it compliant. We are using the Hamwic format.</p> <p>AP – is this an area were we are supposed to be supported by Hamwic?</p> <p>HH – yes, but they did not update us.</p>	
7.	Training	
LP 27/16- 17	Action – PG to contact Hamwic to express concern that courses are cancelled at very short notice which is very inconvenient to working governors.	PG
8.	Hamwic update	
LP 28/16- 17	<p>CF read out the email from Alistair Watters about the two options for restructuring Hamwic. He strongly suggested stability before additional growth.</p> <p>MR and CB represent the schools at the member’s meeting where there was discussion on trust articles of association.</p> <p>Report to be discussed at the meeting wasn’t sent prior to the meeting – another member complained and a report was hastily sent.</p> <p>Governors discussed the change of dissolving the umbrella trust – the email from EFA states that umbrella trust model will no longer be supported.</p> <p>MF – how do head teachers feel?</p> <p>HH – feels like a done deal, that it is being forced upon us, we want to slow down the process and retain our governing body’s powers of delegation.</p> <p>Governors are supposed to be giving their expectations to PG. Asap.</p> <p>HH reiterated that a governor led Governing Body is the preferred model from the school – governors who get involved and challenge and visit the schools. Hamwic feels more business-like and not the involvement we would work well with. We want to keep the status quo and retain the powers we have now. There are a lot of positives from being in JET, for example use of Ed Psych and Speech and Language. HH commented that she has noticed the continued level of support from management since her return from sickness leave.</p>	
9.	AOB	
LP 29/16- 17	<p>Admissions policy for the Infant school 2018-19 was ratified by the governors present.</p> <p>AP raised the point about shortest distance being walking route not as the crow flies as we are supposed to be all in agreement and use the same method.</p> <p>Action – CF will check with Jo Glenton about how shortest distance is measured for school catchments.</p>	CF

10.	Items to be marked confidential	
LP 30/16- 17	None.	

The meeting closed at 8.10pm.

Action points from this meeting;

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