

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 13TH JULY 2017

Present: Mr. R Carswell Chair of Governors
 Miss A Hawkins Headteacher
 Mr. D White
 Mrs. H Baxter
 Mrs. L Cole
 Mrs. S Manley
 Mrs. S Nisbet
 Rev. S Talbot

Miss A Leather Deputy Headteacher

Mrs. A Hills Clerk to Governors

Absent: Mrs W. Upham, Mr Cottrell, Ms Leach

Item Discussed	Action/Resolution	Gov Action Prop/Sec
1. Chair and Vice-chair from School Council	The Chair, Harley Jones and Vice-chair, Hannah Jackson gave their report, a copy of which is attached to these minutes. Mr Carswell thanked them for their report. Both said that they had particularly enjoyed the residential visit to Dartmoor and were now working hard doing the 'Pirates of the Curry Bean' production. Mr Carswell asked if they could improve one thing what would it be. Master Jones said that it would be to have a bigger hall. Rev. Talbot asked what he thought was the most important thing about having a School Council. Miss Jackson said that she would miss knowing what everyone else in the school wanted. Mr Carswell asked if they could change anything about the school what would it be. Master Jones said that he would like to have more visits and Miss Jackson thought that having more picnic tables in KS1 and KS2 would give places to sit at lunchtimes. Mr Carswell thanked them for coming in and for all their ideas that come to the Governors meetings throughout the year. He said that a lot of the things that they had thought of were the same as the Governors wanted to do for the school.	
2. Apologies for Absence	Mrs Upham	RC/DW
3. Declaration of Interest	None	
4. Minutes of the meeting held on 23 rd March 2017 and 11 th May 2017	The Governors reviewed the minutes.	
5. Matters Arising	None	
6. School Development Plan	The priorities are development of English and maths, with a focus on closing gaps for particular groups in specific cohorts, reviewing and further developing science to raise standards and further developing the school grounds to improve support for the curriculum and in preparation for Phase 6. At the annual SMT review meeting several strategies were discussed which will be used to improve lunchtimes to encourage different games which will be refereed by year 6 play leaders. Once the site is secure with the new fencing MTA time will be	

	released from monitoring the exits and will be able to be used to initiate more play.	
7. Headteacher's Report	<p>The latest assessments have now been received and are being analysed. KS1 results are all above average and show an improvement from last year. The progress from the KS2 data is looking as though it is down by -2 from last year but this cohort had very high KS1 results.</p> <p>Mrs Baxter highlighted that Mrs Telling has been asked to go to the Primary Pathway meeting as a good practitioner. Mrs Telling has been asked to continue by the committee and this has been agreed by Miss Hawkins as it is good recognition for her, good networking and means that the school hears about new initiatives. Mrs Baxter has asked Mrs Telling whether the data showed that Funfit was having an impact. Mrs Telling told her that the data is yet to be analysed but she felt that it gave the children a good start to the day and that if the data shows no improvement for a particular child this is useful information when looking at alternative support with Vbranch House.</p> <p>Mrs Manley questioned the amount of School to School support that is given to other schools and asked whether we were receiving the same level in return. Miss Hawkins explained that there is an expectation that all schools, particularly outstanding schools, will provide this but also while we are providing it we learn from other educational settings. Mrs Baxter confirmed that the school where she works provides support to some pupils that are here. The support that we provide is carefully thought out so that it is not onerous on the staff.</p> <p>Overall the number of behaviour incidents this year are very similar to last year. However the number of children on roll has increased. Mr White asked why there were more incidents this term compared to the same time last year. Miss Hawkins said that part of this was that a number of these were football related and therefore involved several children. This is part of the reason for having different games being played each term next year and introducing other quieter alternatives such as Jacks and French skipping.</p> <p>The attendance percentage this year is not as high as for previous years. Miss Hawkins thinks that in part this is due to delays in processing Penalty Notices. Also whilst waiting for the result of the High Court ruling meant that people were taking their children out for holidays. Miss Hawkins is not authorising holidays except in very exceptional circumstances in accordance with instructions from the EWO. Mrs Hills will produce the data again having removed two children that have long term illnesses. Dr. Santos asked what was being done to monitor attendance. Miss Hawkins explained that weekly meetings are held to look at the data and the reasons for absences. In the first instance the parents are spoken to by the school and if there is no improvement it is referred to the EWO. Mrs Cole asked whether we had considered changing the autumn half term to allow parents to take holidays then. Miss Hawkins said that this was something that we could look at.</p> <p>Mrs Manley asked why there was an issue with maths mastery. Miss Leather explained that this had come in with the new curriculum and the children need more experience with problem solving type questions and the resources are only just</p>	AHi

	<p>catching up. The school will now use White Rose which is a scheme of work with good resources and problem solving questions across all year groups. There will be an inset day at the beginning of the new year for maths with time given for teachers to include this in their planning. Dr. Santos asked whether this problem solving will be taken to other subjects such as science. Miss Leather said that this will be done throughout the curriculum wherever possible as it is an important skill. The White Rose scheme will be used for long term planning which includes attention to problem serving. Mrs Baxter asked how the short term planning will reflect this. Miss Hawkins said that the planning will have to show specific activities to show mastery. Mr White asked why the initial results for maths were not as good this year. Mrs Nisbet explained that two children did not get 'expected' by one mark but a large group had increased in confidence and risk taking and had achieved it. Dr. Santos asked whether maths teaching time had suffered because the emphasis had been placed on English. Miss Hawkins said that this was not the case which was shown by the progress that was made from the end of the autumn term to the spring term which was exceptional. Case studies will be completed for all pupils who did not achieve 'expected'. The results are also skewed by the change to the 2014 curriculum. Mr White asked whether the increase overall in levels was due to the curriculum becoming more embedded by teachers or were the tests easier this year. Miss Hawkins said that the tests and thresholds for many of the tests had been raised. The results for the year 5 cohort are showing that they are at a higher starting place to start year 6. Dr. Santos asked whether enrichment activities to improve problem solving would be used during playtime. Miss Hawkins said that they would absolutely!</p> <p>Mrs Cole asked whether having a job share in year 5, especially when one would be on maternity leave for part of the time, would be the best for that class. Miss Hawkins said that it was not what she had intended but with Mrs Whitaker as the consistent part of the team it was felt that this would be the best option that could be achieved. In Miss Leather's absence the job share will be taken over by an experienced supply agency teacher who has been interviewed to cover her. The intention is to provide the most stability possible. Where they can classes that have had a job share this year will have a single teacher next year. Mr White thanked Miss Hawkins for her report. Mrs Manley said that there were a lot of positive things that had happened in the school this year on which she congratulated Miss Hawkins, particularly the outdoor education.</p>	
8. Safeguarding	<p>Miss Leather has reproduced some 'minute guides' that Babcock have given for information for staff and Governors. These will be put in the Governor library on Dropbox.</p> <p>Dr. Santos asked what is recorded about the support given to the 34 children who are being supported by the Family Support Advisor as they do not have DAF's. Miss Leather said that there is a record of everything that is done and advice given.</p> <p>The safeguarding action plan is completed apart from Rev. Talbot's training which is booked for September.</p>	
9. Items from the Annual Cycle		

Review of attendance pupils/staff/Governors	See Headteacher's report and above.	
Review of pupil exclusions for the year	There have been none so far.	
School staffing structure	See Headteacher's Report. Miss Shapcott will be Pupil Premium Champion for another year.	
Term Dates 2018-19, 2019-20	The Governors agreed the dates	HB/ST
10. Parental Engagement	Willand Welcome Foundation Fun Willand Word Class assemblies Music extravaganza Website Support Group Parent survey Sports day Reports Sex Education meeting Dartmoor Residential meeting Summer Fayre	
11. Reports of the Committees of the Governing Body		
i) Curriculum	The minutes are available on the Governor Dropbox	
ii) Finance and Personnel	The minutes are available on the Governor Dropbox	
iii) Sites and Buildings	The minutes are available on the Governor Dropbox	
12. School Council Minutes	The Governors read the minutes	
13. Eco School Committee Minutes	The meeting took place today but the minutes are not yet available	
14. Voluntary Fund	The accounts were approved	LCole/DW
15. Timetable for meetings for next academic year	Miss Hawkins and Mrs Hills will organise the timetable and email it to Governors.	AH/AHi
16. Governor Visits		
i) Literacy	Mrs Cole presented her report.	
ii) Pupil Premium	Mrs Manley presented her report. One of the major concerns is to promote FSM applications. Mrs Hills said that a new online system is about to be launched so she will investigate how application can be publicised. Mrs Manley suggested that the website should have a 'mission statement' for Pupil Premium showing that it is a priority and reflecting it in a positive way. Mrs Manley and Mrs Hills will investigate how it can be improved.	SM/AHi
iii) SATs	The Governors read the report.	
17. Policies	None for this meeting	
18. Doors to enclose Phase III	The Governors looked at the quote for putting fire doors at the end of the Phase III corridor to maintain a consistent working temperature and reduce noise. Only one quote is available but is from Alan Todd, a contractor well known to the school.	SM/DW
19. Chair's Correspondence	None	
20. Date of Next Meeting	TBC	
21. Approval of Minutes	The Governors approved the minutes	DW/SN