

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 11TH JULY 2019

Present:	Mr R Carswell Rev. S Talbot Miss A Hawkins Mr. T Child Mr. Cottrell Mrs. L Cole Miss F Lewis Mrs S Manley Dr. E Santos	Chair of Governors Vice-chair of Governors Headteacher
	Miss A Leather Mrs R Collins	Deputy Headteacher Visitor
	Mrs. A Hills	Clerk to Governors

Absent:

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Chair and Vice-chair of the School Council	Mr Carswell welcomed Miss Biddulph and Mr McGowan to the meeting. They presented their report. Mr Carswell thanked them for their presentation. He asked what would be the one thing that they would like and they said that it is a bigger hall. He then asked what they would change and they both agreed that they would not change anything. Mr Carswell then asked about the Toilet Twinning and Jessica explained that it was for a village in Africa. Following comments on the report Mr Cottrell asked about the pencils as the comment had been to have the pencils per tray rather than per person. There seem to be different views throughout the school. Mr Child asked whether whole school assemblies could be outside. Miss Hawkins said that although this is difficult with the acoustics it can be considered. Mr Child asked Jessica and Max how the ball games at play times work. They explained that different games are played on different months to make sure that there is a variety of things to do. Mr Cottrell asked about the story time. Jessica explained that for world book day they made the hall cosy with sparkly lights. They would like to do this again. Mrs Cole asked what they liked about being on the school council said they enjoyed helping the children at the school. They also enjoyed opening the new Co-op. Miss Hawkins asked whether they thought the School Council is good for the pupils and whether it could be improved. They both said that they thought that it was good that the children could have their say and that it runs well as it is, with all the year groups together. Miss Hawkins asked about the salad bar. Jessica said that they had done a survey about what the children would like and it had worked well. Mr Carswell congratulated them on raising such a large amount of money for charity and thanked them for coming to talk to the Governors.	
2. Apologies for Absence	None	
3. Declaration of Interests	None	

4. Minutes of the meeting held on 28 th March 2019	The Governors reviewed the minutes	
5. Matters Arising		
Health and Safety Audit	This has been completed	
Mr Cottrell	Mr Carswell thanked Mr Cottrell for his many years of service on the Committee.	
6. School Development Plan	<p>Miss Hawkins outlined the priorities for next year. These are: -</p> <p>Priority one - To review and further develop the broader curriculum to embed pupil's knowledge, understanding and skills securely with a particular focus on RE, PSHE, Science and Design and Technology. There will also be a focus on phonics with an award and CPD from a local hub school</p> <p>Priority two – Achievement for All Award, which will be led by Miss Shapcott. This is to help and support the most vulnerable children. This will include CPD, coaching and monitoring from the organisation. Dr. Santos asked how this would work with the level of children who need support. Miss Hawkins explained that, initially each teacher will identify two children to focus on while they learn the skills. They will then be able to extend the knowledge to more children. Mr Child asked how this will be communicated to parents. Miss Hawkins said that the whole school would be informed that we are participating in the program. Miss Leather explained that there will be a launch for parents which will provide more information.</p> <p>Priority three - To review and further develop behaviour for learning. Mrs Manley asked whether this was chatting in class or disruptive behaviour. Miss Leather explained that there are a mix of issues throughout the school. Rev. Talbot asked how the success would be monitored. Miss Leather said that CPOMs will be an indicator. Miss Hawkins said that there will be learning walks and pop-in lesson observations. Mr Child said that the focus is on behaviour in school and asked whether there would be any support for parents. Miss Leather said that Mrs Rose will be running courses for parents. She also said that communication with parents will also be improved.</p> <p>Following the work that Miss Hawkins and Miss Leather have done with the advisor on the School Development Plan it has been streamlined and more focused so that it can be brought to each Governing Body meeting in a 'rag rated' format so that the Governors can monitor progress and identify any issues quickly..</p>	
7. Headteacher's Report	<p>The Governors reviewed the report. Miss Hawkins showed the Governors the high level of SEN within the school. There are many children with significant needs throughout the school. With the constraint on resources it is becoming increasingly difficult to support these as we have done in the past so we are exploring other ways of doing this. Rev. Talbot asked what else could be done to assist without using the budget. Miss Hawkins said that using students can help and casual TAs at pinch points. Mrs Manley asked whether there was a limit on the number of student teachers we could use. Miss Hawkins said that although there is no limit the school can only support a certain number of students. Mrs Manley asked how many children needed 1-1 support and how this correlated with the number of TAs. Miss Hawkins replied that there are 11 children with EHCPs, but others who also need additional support and 21 TAs, but many of these do not work full time. Mr Child then asked whether the</p>	

	<p>TA resources were going to be rearranged to support the pupils who receive ECHPs. Miss Hawkins confirmed that this is already being organized for September. There will be some further upskilling for TAs through Achievement for All and other CPD opportunities that are planned.</p> <p>Mr Carswell asked about reading data in KS1 showing that it is below national average. Miss Lewis is looking at reading through the Key Stage and is already working on improvements. Dr Santos asked whether she had been able to identify any specific problems. Miss Lewis said that from Year 1 to Year 2 it moves from phonics to understanding. She is looking at changing the texts to give the children broader understanding. We are hoping that the new phonics scheme will have a positive knock on effect with the reading. Miss Hawkins said that the progress that the children had made from the beginning to the end of the year was amazing. Mrs Manley asked whether an appropriate news channel could be played during lunchtime in the hall to give the children an understanding of the world. Miss Hawkins said it is certainly something that could be considered by trialing it in the packed lunch classrooms. Mr Carswell said that the other results were all positive. Mr Child said that the maths is mostly taught in school with positive results whereas it is hoped that the reading is supported at home; could this be a reason for it being less successful. Miss Hawkins and Miss Leather have looked at this and explained that there is a lot of time in the day set aside for reading but we are looking at the timetable. Miss Hawkins showed the KS2 results which are very positive.</p> <p>The Governors looked at the attendance. This is below where we were last year but this is not a major concern.</p> <p>Miss Hawkins showed the Governors the sporting activities that had happened throughout the year. Dr. Santos asked whether the measures to include more children in sport had helped. Miss Hawkins said that each class had received two sessions with Premier Education to learn new sports and participate in activities. There had also been a range of after school activities with a good take up. There had been a good participation in team sport competitions with outstanding results.</p> <p>Mr Carswell thanked Miss Hawkins for her comprehensive report.</p>	
8. Items from the annual cycle		
Review attendance pupil/staff/governors	See the Headteacher's report	
Review pupil exclusions	See the Headteacher's report	
School staffing structure	See the Headteacher's report	
9. Parental Engagement	<p>See the Headteacher's report – LPPA</p> <p>A great deal of work was done on the Willand Welcome to improve both the evening and information for the new parents following a survey completed by one of the LPPA working party. Work is still being done on improving electronic communication with parents. Dr. Santos has been approached by a parent who would like extra help to be able to support their child in maths and asked what was being done about this. Miss Lewis said that the take up of workshops is very variable. Last week a maths session was trialed in Y3 and Y4 for parents to work on maths problems with their children. It was very successful and will be rolled out across the school next year. Booklets are also</p>	

	available at Parent evenings to give parents information about how to support their children in each year group. Work to achieve the award is still ongoing.	
10. Reports from the Committees of the Governing Body		
Curriculum	The minutes are in Dropbox.	
Finance and Personnel	The minutes are in Dropbox.	
Sites and Buildings	The minutes are in Dropbox.	
11. School Council Minutes	The council presented their report earlier in the meeting	
12. Eco-school Council Minutes	There are no minutes for the meeting	
13. Safeguarding	Miss Leather presented the safeguarding data and updated the Governor training linked to the KCSiE 2019	
14. Timetable for the meetings for the next academic year	Miss Hawkins and Mrs Hills will organize the timetable.	
15. Governor Visits		
Pupil Premium	The Governors read the report and thanked Mrs Manley for the in depth report.	
SEN	The Governors read the report. Miss Hawkins explained that the SEN budget is available to Mrs Telling for curriculum resources. She is also involved in discussions about levels of staffing in regard to SEN requirements.	
16. Policies	None	
17. Chair's Correspondence	None	
18. Date of next meeting	TBC	
19. Approval of minutes	The Governor approved the minutes	LC/TC