

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 28TH MARCH 2019

Present: Mr R Carswell Chair of Governors
 Rev. S Talbot Vice-chair of Governors
 Miss A Hawkins Headteacher
 Mr. T Child
 Mr. Cottrell
 Mrs. L Cole
 Miss F Lewis
 Mrs S Manley
 Dr. E Santos
 Mrs. W Upham

Miss A Leather Deputy Headteacher
 Mrs. C Rose Family Support Advisor

Mrs. A Hills Clerk to Governors

Absent:

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Apologies for Absence		
2. Declaration of Interests	None	
3. Minutes of the meeting held on 17 th January	The Governors read the minutes and they were approved	TC/WU
4. Matters Arising	None	
School on a page	Miss Hawkins explained the SOAP to the Governors	
Safeguarding Training	Mr Carswell asked whether the Governors had completed their update training. Miss Leather said that there are two outstanding. The Governors will complete it.	
5. Adoption of the budget for 2019/20	The Governors reviewed and approved the budget.	TC/LC
6. School Voluntary Fund Audited Accounts	The accounts will be brought to the next meeting.	
7. Staffing	The meeting moved to Part II	
8. Headteacher's Report	Miss Hawkins thanked Mr Carswell, Miss Leather and Mrs Hills for their support. The school has been approached to partake in the Primary Science Quality Mark. We have also been approached to be a school used to moderate marking for assessment. Mr Carswell commented on the high level of attendance. Mr Cottrell asked why the internal exclusions had increased. Miss Hawkins explained that there was some challenging behaviour in KS1 which had resulted in some periods of children being out of class. Mr Cottrell asked whether this was connected to the bullying incidents. Miss Hawkins said that this is not the case. Dr. Santos asked whether there was a pattern to these incidents but Miss Hawkins confirmed that there was not. Mr Cottrell asked what the Tesco donation had provided. Miss Hawkins explained that this was from the Bags for Help scheme and had paid for the garden to be created. Mr Cottrell asked whether the second prize won by the child in the MOTO writing	

	<p>competition was received in the form of books. Miss Hawkins confirmed that it was.</p> <p>Rev. Talbot asked whether the peer lesson observations had taken place and whether anything had been learned. Miss Hawkins explained that these were about learning from colleagues, this year focusing on the broader curriculum, rather than monitoring. The staff have given positive feedback on this.</p> <p>Mr Cottrell asked how we had attracted the Bournemouth Symphony Orchestra trio to visit the school. Miss Hawkins explained that Councillor Barry Warren had arranged it. It was an excellent use of the MEG funding.</p> <p>Mr Child offered to become the Mental Health Strategy Governor. He was appointed.</p> <p>Mr Carswell thanked Miss Hawkins for a comprehensive report.</p>	
9. Safeguarding	<p>Miss Leather has met with Rev. Talbot to have a safeguarding review. There will be training next year around LGBT+ so these elements on the action plan will be deferred until this has taken place.</p> <p>Mr Cottrell asked about the Disqualification under the Childcare Act. Miss Leather explained that as any of the teachers may at some time be involved with Reception age children they all complete this self-declaration. It will be updated as part of the Performance Management process. Miss Leather explained the data to the Governors. There has been an increase in safeguarding issues this year. She is reassured that children current and past have had the confidence to speak about their concerns.</p>	
10. SEN with a focus on Early Help	<p>Mrs Rose spoke to the Governing Body about her role as Family Support Advisor. She outlined her work supporting families in their homes and through meetings at school. She is also a DDSL and supports Mrs Telling with meetings and TAFs. She is supporting 24 families through this process at the present time. Miss Hawkins said that we are particularly fortunate to have Mrs Rose as this work would have to be picked up in some form by other staff.</p> <p>Mrs Manley asked whether, due to funding pressures, we have to share Mrs Rose's time with other schools. Miss Hawkins explained that previously a Parent Support Worker was shared in the Local Learning Community but that had now finished and we employ her directly.</p> <p>Mr Carswell asked how much of the TAF work falls to the school and how much to other agencies. Mrs Rose explained that for various reasons other agencies are not as involved although they sometimes attend a few meetings.</p> <p>Dr. Santos asked how successful this programme is. Mrs Rose said that it is hard to quantify as it is Early Help and therefore her role is to step in to prevent things escalating.</p> <p>Mr Child asked how families are referred to see her. She explained that her information is on the website, there are leaflets given out at parents evenings, teachers recommend her or they see her around the school.</p> <p>Rev. Talbot asked how many families she supports at any one time. Mrs Rose says that it varies tremendously but it is usually about 30, many of whom are pupil premium. Mr Carswell thanked her for coming and told her how valuable the work that she does is for the whole school community. Miss Leather explained that an Early Help Governor needs to be appointed. Miss Lewis volunteered and was appointed.</p>	

11. Pupil Premium	See Headteacher's Report. Mrs Manley and Miss Shapcott have been to the Pupil Premium Conference. There was not as much practical advice as in previous years. The school has signed up for Achievement for All which is a programme to find different ways to support Pupil Premium children.	
12. Parental Engagement	There has been a lot of work on the LPPA with the working group. They are now looking at the induction process. There is now a blog on the website to celebrate success and showcase events at the school. It is hoped that this will feed into a closed Facebook page to get information to parents. The improvements in electronic communications are continuing. There is new signage at each of the entrances to help parents to identify areas in the school. One of the group will survey parents in the playground about what they would have liked to know about before their child started school. The meetings with the working group have been very positive and productive. Parents will be surveyed about the changes that have been made.	
13. Reports from the Committees of the Governing Body		
Curriculum	The minutes are available in Dropbox	
Finance and Personnel	The minutes are available in Dropbox	
Sites and Buildings	The minutes are available in Dropbox	
14. School Council Minutes	There are no minutes for this meeting	
15. Eco-school Council Minutes	There are no minutes for this meeting	
16. Governor Visits	The Committee read the report.	
17. Policies		
Acceptable Use	The Governors approved the policy	RC/TC
Finance	The Governors approved the policy	LC/WU
Grievance Procedure	The Governors approved the policy	ES/FL
Outdoor Education Visits and Offsite Activities	The Governors approved the policy	SM/ST
Redundancy	The Governors approved the policy	LCole/RC
18. Chair's Correspondence	None	
19. Date of next meeting	11 th July 2019	
20. Approval of minutes	The Governors approved the minutes	RC/ST