

NORTH EALING PRIMARY SCHOOL

The fifth Full Governing Body Meeting for 2014 - 2015 was held on Wednesday 8 July 2015 at 7PM.

<p>Attendees: Anna Cox (AC) Jane Ootam (JO) John Popham (JP) Andrew Dharman (AD) Andy Beale (AB) Daniel Lawrie (DL) Debbie Keenan (DK) Jackie Blazewicz (JB) Lynne Dallow (LD) Shirley Kenworthy - Wright (SKW) Usama Siddiqui (US) Liza Webber (LW) Sally Flowers (SF)</p> <p>Also in attendance: Judith Anderson (JA) Michael Belsito (MB)</p>	<p>Action</p>
<p>1. Welcome</p>	
<p>2. Apologies For absence Apologies were received from: Sarah Symes (SS) Sophie Baker (SB)</p> <p>No apologies were received from: Ray Passant (RP) ³⁵/₁₇ <u>SKW said that she would speak to RP.</u></p>	<p>SKW</p>
<p>3. Authorised / Unauthorised absence The absences for SS and SB were both authorised.</p> <p>The absence for RP was not authorised.</p>	
<p>4. Declaration of Any Other Business (AOB) SF: Ealing Employer Awards</p>	
<p>5. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.</p>	
<p>6. Headteacher's Report The Headteacher's Report was pre circulated.</p> <p>³⁵/₁₇ SKW opened by thanking SF for a fantastic, exciting and informative report. ³⁵/₁₇ SF explained that this report is in the new format.</p> <ul style="list-style-type: none"> ○ The structure of the report will be updated in the autumn term to reflect the new Ofsted framework. <p>³⁵/₁₇ SF advised that the report included the SATS results that were received yesterday.</p> <p>³⁵/₁₇ SF also advised that we will have to do more school to school support to get</p>	

to outstanding.

³⁵₁₇ SF thanked the core team of JA, MB, EW and SG for their support in producing the report.

Page	Comments
3 – Teaching	<p>³⁵₁₇ We need to remove the 9% of RI teaching before we can say teaching is outstanding.</p> <ul style="list-style-type: none"> ○ There is a clear plan to address this. <p>Q ³⁵₁₇ DK asked if there was anything that might threaten the Good / Outstanding cohort.</p> <ul style="list-style-type: none"> ○ SF said that there was not. <p>Q ³⁵₁₇ DL asked what the realistic split would be for Good / Outstanding teaching.</p> <ul style="list-style-type: none"> ○ 60% / 40%. <p>³⁵₁₇ SF thanked EW and the EYFS team for their enthusiasm / commitment to introducing Read Write Inc.</p> <p>³⁵₁₇ The new Literacy lead is moving Guided Reading forward.</p> <p>Q ³⁵₁₇ SKW asked if there would be triangulation next year for the monitoring of Teaching and Learning.</p> <ul style="list-style-type: none"> ○ Yes.
4 - Behaviour and Safety	<p>³⁵₁₇ MB said that behaviour is very good / outstanding.</p> <ul style="list-style-type: none"> ○ Our systems are stronger this year. ○ The Place2Talk is working at lunchtime. <ul style="list-style-type: none"> ▪ We will be moving to Place2Be from September. <p>³⁵₁₇ SF said that there will be a huge push on the Prevent Strategy.</p> <ul style="list-style-type: none"> ○ We are reviewing the SMSC / PSHE policies. ○ We need to look out for vulnerable children / situations.
6 - Leadership and Management	<p>³⁵₁₇ The key focus is on shifting all teaching to good or outstanding.</p> <p>³⁵₁₇ We need to “personalise” our curriculum.</p> <p>³⁵₁₇ Important for Governors to continue with focused visits.</p> <p>³⁵₁₇ SKW advised that the Self Evaluation process will be shared with the Steering Group in September.</p> <p>³⁵₁₇ SF advised that if we have an Ofsted inspection in the autumn term it will be a one day inspection. If the inspectors think that the grade will change (up or down) it will then trigger a full inspection the next day.</p> <p>³⁵₁₇ SF reminded Governors that when Ofsted do come Governors will need to be able to talk the talk.</p>
7 - Pupils	<p>³⁵₁₇ SEND should be 9% (not 9.96%).</p> <p>³⁵₁₇ SEN Support should be 57 (not 56). 51%</p> <p>³⁵₁₇ Statemented should be 14 (not 13).</p>
7- Staffing changes	<p>³⁵₁₇ MB will be covering for the SENCO next year with Mrs Wareing and as a result MB will not be teaching next year.</p>

<p>Q</p>	<p>³⁵₁₇ The SENCO will be advertised nationally.</p> <p>³⁵₁₇ JO asked why there is a shortage of SENCO's.</p> <ul style="list-style-type: none"> ○ The stress of the job. <p>³⁵₁₇ Apart from the SENCO role the school is fully staffed.</p>	
<p>9 - Y2 Final June data against targets</p>	<p>³⁵₁₇ MB reminded Governors that pupils are expected to make 3 or 4 points; we are actually pushing 5 points.</p> <ul style="list-style-type: none"> ○ Progress is amazing. <p>³⁵₁₇ SF agreed that pupils have done incredibly well.</p> <p>³⁵₁₇ We have been moderated by the LA and there were no changes.</p> <p>³⁵₁₇ <u>TABLE 1</u></p> <p>³⁵₁₇ The figures in brackets in the table are last year's national taken from RAISEonline.</p> <p>³⁵₁₇ 2 children had significant needs:</p> <ul style="list-style-type: none"> ○ 1 will be going to a special school. ○ 1 has a separate curriculum. <p>³⁵₁₇ US said that it would be helpful to have comparative data for last year.</p> <p>³⁵₁₇ TABLE 2</p> <p>³⁵₁₇ Based on autumn 2014 targets.</p> <p>³⁵₁₇ Our L6 target for <u>reading</u> was 1 pupil (National expectation is 2).</p> <p>³⁵₁₇ <u>Writing</u> was teacher assessed.</p> <ul style="list-style-type: none"> ○ We were moderated by the LA last year and they were very impressed. <p>³⁵₁₇ We have never had L6 writing previously.</p> <p>³⁵₁₇ This year we had 3% compared to the target of 2%.</p> <p>³⁵₁₇ The target for L6 <u>Maths</u> was 3% we actually achieved <u>17%</u> - 10 children.</p> <p>³⁵₁₇ <u>SKW asked SF to pass on the Governing Bodies congratulations to the staff.</u></p> <p>³⁵₁₇ <u>SKW also said that she would write to staff before the end of term to thank them.</u></p>	<p>SF</p> <p>SKW</p>
<p>9 - Comparison Y6 provisional results 2014 and 2015</p>	<p>³⁵₁₇ This is based on raw / unvalidated data.</p> <p>³⁵₁₇ DL asked if this is an exceptional cohort.</p> <ul style="list-style-type: none"> ○ No. 	
<p>Phonics Data</p>	<p>³⁵₁₇ The target for phonics was to be over National (last year 74%).</p> <ul style="list-style-type: none"> ○ We achieved 89% 95% allowing for dis-applying 6 children (last6 year 79%). <p>³⁵₁₇ SF said that a lot of the improvement is attributable to Read Write Inc and EW.</p> <p>³⁵₁₇ MB said that the team were great at getting the children ready for the test.</p> <p>³⁵₁₇ There is also lots of phonics going on in nursery.</p>	
<p>EYFS Data</p>	<p>³⁵₁₇ There has been a good level of development across all areas the target was 80% and we achieved 81% which compares to 66% last year.</p>	

	<p>³⁵₁₇ Achievement in maths was 88%. o SKW observed that this was a significant achievement.</p> <p>³⁵₁₇ <u>SKW asked JB to pass on the Governing Bodies congratulations to everyone in Early Years.</u></p>	JB
10 - Pupil Premium	<p>³⁵₁₇ It is not possible to analyse all aspects of KS2 data until we get RAISEonline data.</p>	
<p><u>SEN Governors Report</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ Noted.</p> <p><u>Strategic Plan and Key Performance Indicators</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ Noted.</p> <p><u>Phase Monitoring Report - Summer 2015</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ This had been reviewed in detail by the Curriculum and Standards Committee. ³⁵₁₇ Noted.</p> <p><u>Pupil Premium 2014 / 2015 Allocation</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ The PP grant was £79,300 and a total of £86,792.66 has been allocated i.e. more than received.</p> <p><u>Pupil Premium Action Plan</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ Noted.</p> <p><u>Primary Sports Funding</u> ³⁵₁₇ This was pre circulated. ³⁵₁₇ Noted.</p>		
<p>7. Register of Business Interest Forms SKW reminded Governors that as a result of new regulations post the Trojan horse report in Birmingham new style Register of Business Interest forms need to be completed by all Governors.</p> <p>Most Governors had either completed the forms in advance or completed them at the meeting.</p> <p><u>AON to follow up with those Governors where new forms are still required.</u> ³⁵₁₇ AD, CL, LD, RP, SS and VD.</p>		AON
<p>8. Chair of Governors Report to Parents This had been pre circulated. ³⁵₁₇ JO suggested including the interim arrangements for covering the SENCO role.</p>		
<p>9. Agree the minutes of the Full Governing Body Meeting on 29/04/2015 These were agreed as a true and accurate record and were signed by SKW.</p>		
<p>10. Matters arising from the Full Governing Body Meeting on 29/04/2015:</p>		

<p>a) SG to benchmark local Outstanding Schools. ³⁵ ¹⁷ Carried forward. ³⁵ ¹⁷ This will be undertaken in the Spring Term when the new Benchmarking data is available.</p> <p>b) Resources Committee to look at alternate sources of funding. ³⁵ ¹⁷ The working party met last Friday for the first time. ³⁵ ¹⁷ Governors were asked to suggest any areas that need funding so that these can be taken into consideration.</p> <p>c) Matters arising from 25/03/2015 deferred to the next meeting. ³⁵ ¹⁷ Closed. ³⁵ ¹⁷ See agenda item 11.</p> <p>d) End of Journey Statement for School Residential to autumn FGB. ³⁵ ¹⁷ Carried forward. ³⁵ ¹⁷ To be reviewed at the autumn term meeting.</p>	<p>Carried forward</p> <p>All</p> <p>Carried forward</p>
<p>11. Matters arising from the Full Governing Body Meeting on 25/03/2015</p> <p>a) SF to add school to school activities to her report. ³⁵ ¹⁷ Closed.</p> <p>b) SF to look into the question of homework for Y2 compared to Y5. ³⁵ ¹⁷ Closed. ³⁵ ¹⁷ SF confirmed that she had reviewed the homework allocations and there was definitely more homework in year 5 than year 2. ³⁵ ¹⁷ DK asked if it would be possible for the homework to be available via e.g. Fronter.</p> <ul style="list-style-type: none"> ○ SF said that this was under consideration. ○ SF said that there are quite a few parents who do not want homework. ○ DL suggested that Homework Books would be helpful. <p>c) SG (CC) to arrange outstanding DBS checks. ³⁵ ¹⁷ Closed. ³⁵ ¹⁷ All outstanding DBS checks have been followed up.</p> <p>d) New Governor training to be booked. ³⁵ ¹⁷ Carried forward (US). ³⁵ ¹⁷ Those New Governors that had attended said that it had been useful. ³⁵ ¹⁷ US to book when dates are available for the autumn term.</p>	<p>US</p>
<p>12. Minutes of the Steering Group Meeting on 21/04/2015 for noting</p> <p>³⁵ ¹⁷ The minutes had been pre circulated. ³⁵ ¹⁷ SKW provided an overview of the key points. ³⁵ ¹⁷ Additionally SKW confirmed that quotes were being obtained for the security upgrade.</p>	
<p>13. Minutes of the Curriculum and Standards Committee Meeting on 17/06/2015 for noting</p> <p>³⁵ ¹⁷ These were carried forward.</p>	<p>Carried forward</p>
<p>14. Minutes of the Resources Committee Meeting on 10/06/2015 for noting</p> <p>³⁵ ¹⁷ Noted. ³⁵ ¹⁷ AB provided an overview of the key points. ³⁵ ¹⁷ Prevent Training has been arranged for Friday 2 October at 10AM - all Governors are welcome to attend.</p>	<p>All</p>

<p>³⁵₁₇ AB suggested that there was a requirement for a Link Governor for training, a role previously covered by RP.</p> <ul style="list-style-type: none"> ○ DK suggested that the training could be coordinated in the Steering Group. Agreed <p>³⁵₁₇ SKW advised that the Resources Committee had given approval for the purchase of a new Whiteboards and an upgrade to the WIFI; these had been treated as 2 discrete projects and each being under £10K in value did not require 3 quotes.</p> <ul style="list-style-type: none"> ○ Both items were subsequently procured from the same supplier and one invoice received. The quote for the 3 interactive whiteboards for Year 1 came in at £11.5k This means 3 quotes should have been obtained: the current limit being £10K although the Ealing Finance Handbook now suggests a limit of £15K. ○ Governors recognised that the policy had not been followed however this purchase was approved - everyone agreed that it made sense to use one provider. 	
<p>15.Policies / Documents for adoption</p> <p>a) CFR Report.</p> <p>³⁵₁₇ This had been pre circulated.</p> <p>³⁵₁₇ SG explained that this data feeds into the national benchmarking database.</p> <p>³⁵₁₇ SG also confirmed that the final balance tallies with the school balance form (£217,615).</p> <p>³⁵₁₇ This was approved.</p> <p>b) Statement of Internal Controls.</p> <p>³⁵₁₇ This had been pre circulated.</p> <p>³⁵₁₇ This was approved and signed by SF and SKW.</p>	
<p>16.Correspondence to the Chair of Governors</p> <p>SKW advised that she had received a letter from Maureen McNelis saying how sorry she was to be leaving North Ealing. SKW said that she had subsequently spoken to Maureen McNelis.</p>	
<p>17.Governor’s Visit Reports</p> <p>a) Feedback from the Ealing Governor Conference</p> <ul style="list-style-type: none"> ○ SKW will provide feedback initially to the Steering Group in September. <p>b) Health and safety Visit.</p> <p>³⁵₁₇ LD’s report had been pre circulated.</p> <p>³⁵₁₇ LD said that the systems are really impressive.</p> <p>c) Learning Values</p> <ul style="list-style-type: none"> ○ SKW’s report had been pre circulated. ○ JB said that she had used the Learning Values earlier today to help explain the questions from the pupil questionnaire. ○ SF said that the Learning Values are on display in every classroom and that they are used all of the time. ○ AD suggested larger boards for the halls. <p>d) Review of the Single Central Record</p> <ul style="list-style-type: none"> ○ SB has completed the termly review of the Single Central Record. 	
<p>18.Any Other Business (as agreed above)</p>	

<p>SF: Ealing Employer Awards.</p> <p>³⁵₁₇ SG advised that she had attended the Ealing Employer Awards with Mark Monger (MM) yesterday evening.</p> <p>³⁵₁₇ MM was shortlisted to the last 6 in category and was actually the Runner Up - "Highly Commended".</p> <p>³⁵₁₇ <u>SF to pass on the Governing Bodies congratulations to MM.</u></p> <p>EW: Readathon</p> <ul style="list-style-type: none"> ○ EW advised that as a result of the Readathon we were able to purchase books to the value of £5K after allowing for matched funding. 	<p>SF</p>
<p>22. Date and time of next meeting:</p> <p>Meeting dates for the Full Governing Body and Committees for 2015 - 2016 had been pre circulated - Agreed.</p> <p>Wednesday 2 December 2015 at 7PM</p>	