

Minutes of Deddington Primary School Local Governor Meeting 5 February 2018 at 7pm at the School



Attendees	Category	Late arrival/ early departure
Jacinta Prendergast (JP) Jane Cross (JCR) Carrick Cameron Clive Evans (CE) Maureen Forsyth (MF) David Hunsley (DH) Anne Linsey (AL) Martin Squires (MS) Ben Williams (BW) Tei Williams (TW)	Foundation Staff Foundation Head Teacher Foundation Foundation Foundation Co-opted Governor Parent Clerk	Left 9pm
Rev. Annie Goldthorp (AG) Juliet Morris (JM) Andrew Bowen (AB) Gary Bowes (GB)	Invitee Joint Vice Chair, Foundation Foundation Joint Vice-Chair, Parent	

Observer: Julie Hewish possible new Governor

1. **Prayer** was offered by AL
2. **Apologies:** AG, JM, AB, GO
3. **Declaration of Urgent Business** - there was none
4. **Declaration of Business Interests** - there was none
5. **Minutes of the meeting held on 20 September**
The minutes were held to be a true and correct record.

6. Matters Arising (Not covered elsewhere)

Miss Sharland's name misspelt bottom pp3.

Easy Fundraising - CE confirmed the information will be in the next Newsletter. **Action: CE**

Pupil Premium Clarification - CE said funding does not follow pupils as soon as they arrive in the school.

H&S - resource implication to be examined at the next F&P. **Action: F&P**

F&P - Exit payment of £41k has been received from OCC but lower than expected. DH will go to OCC to uncover discrepancy. **Action: DH**

Target Tracker Training - Mon/Wed look good days. Consider combing with in depth training on OFSTD dashboard report (see item 9) CE to arrange. **Action: CE**

Modern Languages - CC is now the lead Governor.

Website -CE and TW met with Emma Best when a revised structure was explored; waiting for update from EB - a deadline to be issued. Also looking at Wordpress as a possible new Content Management System. **Action: CE**

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27 Feb Parent Meeting - A Ten Town explanation will be given. JCR reported pupils have log ins and parents will have info in Book Bags. JP has first observation this week.

Action: JCR

Potential Grants - Tabitha Sharland is going to look to see what is available. Small resources that will not be impacted by the potential building scheme to be funded rather than capital projects at this stage.

Action: CE

Buildings - ODST's Tom Fry CE to inspect the school.

Action: CE

Site security - David Locke to be followed-up by CE.

Action: CE

Policies - Safeguarding is now signed and a copy needs to be put on website.

Action: CE

Prevent Certificate - a full house was reported.

7. SIAMS action plan, SIAMS inspection and the Role of Governors presented by Libby Knox

LK reported the SIAMS inspection is due in the summer term; this occurs every 5 years if a good school, with a week - 2 week's notice given. The Inspectors will evaluate on 4 main questions. LK took the Governors through these questions, the descriptors and the inspection process. A self evaluation Toolkit is to be completed by staff and Governors. As soon as the school is informed of a visit the Inspectors can ask for a variety of information to create a pre-inspection plan which is given to the school 24 hours before inspection. The last inspection was Good in all areas and Outstanding in the impact of collective worship. Since then the school has developed positively in all areas which the data will show. She illustrated the strengths and development points and said in this locality diversity is a challenge but a visit to the local mosque is being explored and other ideas are being examined. The biggest changes are the links to British values how they are taught and how 'Valuing All God's Children' is imbedded into the school's ethos.

LK encouraged Governors to witness an assembly and to write their experience up as a Governor School Visit. She stressed that feedback is always welcome. A SIAMS tour will be organised for the new governors, AH & JP and other Governors who wish to participate.

Action: LK /LGB

There is a SIAMS target in Project 3 of the SDP.

LK said Our Toolkit, a live document, is examined at each Foundation Governor meeting. She asked that a core group of Governors make themselves available on the Inspection day. Governors to let CE know if they interested. There will be a pre-meeting to help focus on what we have to offer.

Action: LGB

All the information LK presented is on the Governor Hub. Frances Bartlett from ODST visited last week to help guide our process. FB said she was 100% sure that the school has to go for Outstanding this time. CE told the meeting that LK has done a fantastic job raising the school standards even further. JCR said that all the staff are pushing for Outstanding and that the children surely deserve it.

BW stressed the importance of the whole of the LGB owning this matter, and asked that non-Foundations governors are as up to speed and supportive as Foundation Governors.

TW to update recent Governor Training records.

Action: TW

BW thanked LK for her comprehensive presentation.

8. Chair's Report)

ODST Briefing Papers - BW urged the meeting to read the recent papers in Governor Hub. He said that based on recent ODST experiences the school could be inspected in Autumn 2019. CE mentioned that there was some experience of prompting OFSTED to come ahead of schedule but this needs further consideration. BW also noted the 'inspection readiness' support that ODST are bringing based on its experience of recent OFSTED inspections.

Action:LGB

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Joint Steering Group - BW reported that it is now up and running and asked if his working assumption that there was no appetite for further structural change on the part of the school following the ODST process was borne out by LGB. CE said it would be disruptive to the school if it were to move further at the moment. LGB agreed that it will review the position annually but for the time being there would be no significant merger with PFSU.

ODST Scheme of Delegation - BW reported that this needs to be looked at annually. LGB agreed that given the short period of time under which it has been operating under the SoD no amendments will be proposed this year.

Sub-Committees - He reported there is full complement of members but succession planning will be needed shortly with GBO & MF leaving at the end of April. **Action: BW**

Equality Lead - BW was proposed and CC seconded. CE said the Equality Policy needs another look and an annual report needs to be created. **Action: CE**

9. Head Teacher's Report

Ofsted Inspection Summary (published in November) - CE explained the previous annual document RAISEONLINE and DASHBOARD have both gone and been replaced by this document. Notice of an inspection is usually 24 hours and before arriving Inspectors will examine the website and this document which gives the school's data picture.

He said Governors needed to look beyond the page 1 positive statements and ask what they mean. He took the meeting through document. CE said that he is willing to offer a more in-depth session which was universally thought a good idea. He asked that should there be a Governor training session that a couple of governors should go to support him. **Action: CE/LGB**

CE said he felt it important that we recognise the trends over time, not just the picture given by a particular year. BW said our Target Tracker should inform this document. CE concluded that it's a positive dashboard which the SDP covers.

League Table - results have been published. CE has compared our data to local schools which shows a very good comparison and that the school consistently achieves well over time. Reading progress is 10th highest in the county, a very creditable increase. Attendance of PP students has greatly improved largely due to the multi-agency work being carried out. The roll is static, with some new pupils in and the same out. CE reported he had conducted a lot of tours recently and is hopeful that another 6 or 7 pupils may enrol that are not currently in F2, though if that happens the school will still not full. CE said it's not that the children are going elsewhere it's simply the numbers are not there. There have been no applications from the residents of the 95 houses of Deddington Grange although a fifth are now occupied. The meeting agreed that out of catchment areas need targeting. This is an ongoing issue and the LGB will monitor pupil numbers and recruitment pipelines closely. **Action:LGB**

Traffic Issues - DH asked if the ongoing traffic issues caused by the temporary traffic lights had created a problem. CE reported that it had and that the PCC is talking to the builder about lack of Communication.

10. Minutes from Committee meetings

T&L - There were no comments.

11. SDP

Proj. 1 - CE reported that the website is our biggest challenge. Things going really well and all ODST visits were clearly very successful

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Proj. 2 - Interviewing able pupils & Twilight training has been scheduled. Much has been taken on by subject leaders which will lead to improved data. All subjects have a long term overview creating a broad and balance curriculum.

Proj. 3 -SIAMS - healthy lifestyles - birthday cakes gone. CE said varied beliefs need a better approach he will talk to ODST about this. AL asked how close we were to getting ipads for the pupils but CE said he wanted to make sure it is a good investment before committing. MS said the money could come out of the solar panel fund. CE investigating further.

Action: CE

Proj. 4 - Outcomes data is looking positive though there are a few things to take forward. There is training tonight for SEND & PP.

Proj. 5- Tabitha Sharland's Inspection Skills training is happening this week. The data is looking positive. Outcomes in Foundation stage will be good.

12. Safeguarding

CE said there were historical concerns about a couple of children who were working with multi-agency involvement. This is being closely monitored and that JO & BW had been informed. There are also a couple of families with TAF support.

The pre-conversion teaching assistants and barred list was checked by FB and her report was positive, though there were a couple of issues to take forward .CE to report back in March.

Action: CE

13. Governor visits and training

BW noted that we were down on formal Governor school visits this year but that there had been a lot of informal visits made. He encouraged Governors to write up their visits as soon as they had been done. CE is to draw up two dates for maths and literacy Governor bulk visits. He also said that SATS now needs an external check be a Governors. CC said he was happy to do it on the Wednesday.

Action: CE/CC

TW to send around training link and a School visit form again.

Action: TW

14. Sports Premium

CC reported that the school used to receive £8k which has now risen to £16k. The briefing highlighted where and how the money should be allocated. CC's report detailed the 5 areas for allocation. He said the school has a phenomenal record of sending pupils to competitive sports and general involvement. CE asked CC if some of the money could be spent on health and wellbeing, i.e. mindfulness, yoga. CC's understanding was that it could. JP said she's very qualified to advise on this. CE said there had been play therapy sessions in the past which had to be dropped due to costs and he would like to reinstate them. There needs to be a report created by April on how the money was spent. **Action: CE**

15. Website compliance

CE and TW reported that they believe it is under control. A draft will go to next F&P. Accessibly plan needs to go to F&P

16. Report Back from PFSU Joint Meeting

ODST needs to be invited in to talk about the premises. OFSTED inspection has happened and we await the report.

17. Policies for Ratification

Anti Bullying - JO said that it needs a clarifying section on the roles of the School and ODST. Exclusion - CE to check there is an ODST version, if not then this will be accepted.

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Admissions, Behaviour for Learning and Complaints were ratified.

18. Clerk's Report - There was none.

19. AOB - There was none.

The meeting closed at 21:14

Date of next meeting: Tuesday 20 March 2018

Attachments in Governor Hub Meeting File:

Appendix	Agenda Item	Title	Date in Hub
A	1	FGB Minutes	Nov 2017
B	8	Chair's Report	29 Jan 2018
C	8	JSG Notes	29 Jan 2018
D	9	HT Report to LGB January 2018	29 Jan 2018
E		ODST Final Leadership Presentations January	19 Jan 2018
F	9	Inspection Data Summary Nov 2017	29 Jan 2018
G	9	SDP 2017 2018 Jan 2018	29 Jan 2018
H	9	Inspection Data Questions	29 Jan 2018
I	9	Primary School League Tables 2017	29 Jan 2018
J	10	Pay Committee Minutes 17.11.2017	
K	10	T&L Minutes 9 Jan 2018	29 Jan 2018
L	12	Nov '17 Safeguarding Review Francis Bartlett	Nov 2017
M	12	Safeguarding 28.11.2017	29 Jan 2018
N	14	Sports Premium Information	Jan 2018
O	14	Evidencing the Impact of Primary PE and Sports Premium Template	Jan 2018
P	17	Anti Bullying Policy	29 Jan 2018
Q	17	Behaviour for Learning Policy	29 Jan 2018
R	17	Admission Policy	29 Jan 2018
S	17	Exclusion Policy	29 Jan 2018
T	17	Complaints Policy	29 Jan 2018