

**THE GOVERNING BODY OF CROWLEES CE (VC) JUNIOR AND INFANT SCHOOL**

Minutes of the meeting of the Governing Body held at 7.00 pm at the School on Tuesday 6 March 2018.

**PRESENT**

Reverend H Butler (Chair), Mr P Byrne, Mrs R Corcoran, Mr J Hudson, Mr S King, Mr M Lord, Mr N McKeown, Mrs M Shilton, Mrs K Woods, Mrs R Wrathmell.

**In Attendance**

Mrs A F Jewell (Minute Clerk)

**2411. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

Apologies were received from Reverend H Baker, Mr J Breeze, and Mr C Wilding (all with consent). Mrs N Collins is currently on maternity leave.

There were no declarations of interest.

**2412. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS**

No items were notified.

**2413. MINUTES OF THE MEETING HELD ON 9 JANUARY 2018**

RESOLVED: That the Minutes of the meeting held on 9 January 2018 be approved and signed by the Chair as a correct record

**2414. MATTERS ARISING****a) Reports from Committees – Curriculum Committee (Minute 2399 (a) refers)**

The Minute from the Curriculum Committee meeting held on 9 January 2018 were tabled. Mrs Wrathmell spoke to the contents. The Committee had looked at work scrutiny and observed a high standard of work, particularly in writing. The Committee had looked at the growth steps for pupils and discussed what Ofsted were looking for in work scrutiny, ie comparing work done in September and then again the following March.

**Q: Are there any action points from this scrutiny?**

**A:** Every day straight after lunch there is a timetable in place and two pupils from each class bring their work to the Head Teacher. This is used as a checking exercise for the head to moderate teacher judgements; compare quality of teaching and recording across parallel classes and year groups; scrutinise the use of the marking and assessment policy; check progress of pupils; discuss pupil attitudes and comments.

**Q: Do you moderate with other schools?**

**A:** Yes we do a reading, writing and maths moderation with five other schools. It is very interesting and we designate a staff meeting for this each half term. Each school takes it in turns to host the moderation meeting. Whoever hosts the meeting also does the Minutes. We learn a lot from it. The next meeting is on 14 March where we are looking at writing moderation.

**ACTION:** Head Teacher to incorporate moderation results in future HT report.

**Q: Will the proposed Times Tables compulsory tests have an impact on pupils?**

**A:** These will impact on our current Y2 students. We have had an emphasis on the importance of pupils knowing their timetables for some time and there are already measures in school to ensure this takes place. We already use 'Times Tables Rock Stars' and pupils will need to know their times tables by Y4. Mrs Goldthorpe, our Maths Coordinator, is planning a parent information evening to take place on Monday 30<sup>th</sup> April to which Governors are invited. This is to inform parents of the expectations and to present ideas on how to help their child with their timetables knowledge.

#### 2415. REPORTS FROM COMMITTEES

##### a) Finance Committee

The Committee had met just prior to the Governing Body meeting. This item was discussed further within Minute 2421.

#### 2416. KLP NOTES OF VISITS

The report completed by Mark Colley from 15 November 2017 was tabled. Any points raised in the report had already been addressed and were ongoing.

#### 2417. COMMUNICATION

There were no items to report.

#### 2418. SCHOOL DEVELOPMENT PLAN UPDATE

This item had been discussed in the Governing Body meeting held on 9 January 2018.

#### 2419. SPECIAL NEEDS

The Head Teacher reported that one child will be starting in Reception in September with an Educational Healthcare Plan (EHCP). It was reported that a few SEN pupils will be leaving in Y6 and will impact on funding.

**Q: Is that drop in numbers due to difficulties in securing EHCPs or due to the lesser needs of children?**

**A:** It is a combination of the two. Some pupils would have got an EHCP in the past and we know some need full time support. It is harder than ever to get an EHCP. School is currently funding 3 pupils with full time support who have an EHCP pending.

#### 2420. SAFEGUARDING

The Head Teacher tabled Governor information sheets which included the following:-

- Behaviour (policy etc)
- Standards of expectations at Crowlees (summaries of top line data, targets, AREX, how it is measured in school, predictions for 2018)
- Information about EYFS (key questions)
- EYFS assessment
- KS1 assessment (top line data figures, achievement, comparisons of local to

- national, SEN, PP etc)
- KS2 assessment
  - Interventions (how these are approached in school and what is done about them)
  - Pupil Premium
  - Sports Premium (what this is, funding figures, impact and what it is spent on)
  - SEN and Disability (what it is, provision available and current achievements)
  - Safeguarding
  - Health and Safety
  - Finance
  - Inspection data summary report

Packs were available for each Governor and the Head Teacher would provide sheet updates when necessary.

## 2421. FINANCIAL MANAGEMENT AND MONITORING

The Chair reported that the Finance Committee had looked at the new budget figures and funding streams coming into school. It was hoped that the carry forward figure would be more than had been anticipated, although the total budget would be reduced by £11,000 than the previous year. The Head Teacher tabled a proposed staffing structure which equated to 16 full time teachers (including NQTs) plus the Head Teacher and Deputy Head Teacher. It was noted that the booster classes make a huge difference. These are currently being run by Mrs Corcoran. It was hoped to secure this level of teaching for the next three years.

**Q: How many classes would be covered by a part time teacher?**

**A:** Two classes.

The age related pupil remit has reduced by £46 per child and deprivation funding has reduced by £16,000. It was hoped that more information would be available so a three year budget can be put in place. A reduction in expenditure will be made on training. The school will have a training day on 1 October re mental wellbeing.

The Committee had discussed fundraising ideas. Forest Schools provision would be the first thing to go if funding was cut further.

**Q: Can the devolved capital be put towards the upkeep of the mobile classrooms?**

**A:** The school have to maintain these classrooms but if they get critical the LA have to do something about it. Health and safety surveys have been done. We only get £6,000-£8,000 from Devolved Capital Funding a year and our last project to update the toilets in Reception cost £30,000.

Mr King offered to help fundraise at the Mirfield Show.

a) SFVS

The Chair confirmed she had read it and the document was circulated to all Governors.

RESOLVED: Governors approved the SFVS for signature by the Chair.

b) School Fund Audit

The audit had been completed by an independent auditor. It was noted that the funds in this account are to be spent on pupils and it is not accountable to the LA.

#### 2422. GDPR

The Head Teacher informed the meeting that the LA had decided to tender out for companies to take control of the GDPR. The school has approached MFG to join in with them and their Data Protection Officer. The Head Teacher and Mrs Grouse will be attending a GDPR course on 14 March.

#### 2423. GOVERNOR TRAINING AND GOVERNOR VISITS

Mr McKeown reported that he had attended Exclusion training to go into a pool for independent review panels.

#### 2424. ANY OTHER BUSINESS

No items were notified.

#### 2425. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meetings of the Governing Body be held at 7.00 pm at the school on:

Tuesday 8 May 2018

Tuesday 12 June 2018

Tuesday 11 September 2018 (Annual General Meeting)

Committee Meetings:

Finance Committee – Tuesday 8 May 2018 at 6.00 pm

Welfare meeting – 12 June 2018 at 6pm (Mrs Woods, Mrs Corcoran, Mr Lord, Mrs Shilton, Mrs Wrathmell)

#### 2426. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of the agenda, minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.