

FOURLANESEND COMMUNITY PRIMARY SCHOOL

Minutes of a meeting of the Board of Governors of Fournalanesend C.P. School held at the school on Thursday, May 9th 2019 at 2.00pm

PRESENT: Major Adrian Battley, Mrs Vanessa Burton, Mrs Rebecca Ginger, Mr Simon King (Chair), Mrs Helen Marks-Williams, Mrs Rebecca Norton (Headteacher), Mrs Sue Robinson, Mr Richard Wilde.

APOLOGIES:

IN ATTENDANCE: Miss Caroline Stone (Clerk).

1. **Apologies for absence:** Mrs Burton had sent apologies that she would be a few minutes late for the meeting.
2. **Opportunity to declare pecuniary interests:** No additional interests declared.
3. **Minutes of the full Board meeting of March 26th 2019:**
 - a. Governors accepted the minutes of the meeting on March 26th 2019 as a true and accurate record of the meeting. The minutes had been previously circulated. The Chair signed the minutes.
4. **Matters arising from the minutes:**
 - a. Mrs Burton had done the writing monitoring visit.
 - b. The clerk had contacted Helen Trelease about the Safeguarding Governor description; the response had been that she felt the description was out of date. The clerk will raise this with the Clerks Forum.
5. **School Council:** representatives of the school Council attended for this item
 - a. The School Council have organised a Super Heros' Day on June 21st. Pupils will dress up as Super Heros. A secret ballot was held to decide between this idea and a pyjama day. This will raise money for a quiet reading area.
 - b. The School Council has completed the Silver Award and are just waiting for the Head to complete the paperwork. (Action: Head)
 - c. Pupils are running a drawing club instead of the chess club. A member of the School Council said that it was difficult to get everyone to listen.
 - d. There is to be a cheerleading club but this will need adult supervision. It will support the football team. A governor asked if the cheerleading club would perform at the Sports Day?
6. **Head's Report:**
 - a. The Head said that from September the format of the Head's Report will change. It will be in line with the new Ofsted handbook and will be combined with the SDP.
 - b. Item in confidential appendix.
 - c. **A Governor challenged whether there was anything else that could be done to encourage parents to read with their children?** *In Pupil progress meetings FS data clearly showed the difference between children who read with their parents and those who don't. Those who had clearly overtook the others in terms of progress. The Head pointed out the link to parents in the Friday assembly when one third of the School got reading certificates. Last year ITS identified children who needed to work with their parents quickly. This year*

however action was taken earlier. The new Zero Tolerance Policy has had a huge impact. It has been reviewed twice and good progress is being seen. (Remainder of item in confidential appendix.)

- d. **A governor challenged the Easter celebration with Easter bonnets and a teacher dressed as a bunny. What is done to accommodate the children of Jehovah Witness families?** *We do adapt what is done but sometimes we have to meet the needs of others. There were previously ten children from Jehovah Witness families; there are now six. They don't come to Open Book assemblies, but they do participate in RE. In RE information is taught; it is not an act of worship. There are problems teaching British Values, and any mention of war is problematic.*
- e. (Mrs Burton arrived 2.25pm) **A Governor questioned what the meaning of "teaching across the school is securely good".** *Teaching is very strong. It is evidenced by comparisons when attending training and this is not just in Cornwall. English and Maths training has been done in Devon with Babcock. The school compares very favourably. Staff have recently been to see an English Hub – twenty-three outstanding schools receive extra funding in order to support other schools. They paid supply for staff to visit the English Hub so KS1 and KS2 staff went. What they saw was script teaching. Read Write Inc was used with no adaptation. There were weekly lesson observations to ensure all teachers were doing the same things. Only English was taught for the whole morning. It is not an approach that would work at Foulnessend. It takes away professionalism.*
- f. **A Governor questioned how barriers to learning were identified?** *It varies depending on the child. It can be any of a wide range of factors: social/emotional/mental health/ SEN. Sometimes it is the home life that is the issue, and this is the hardest to deal with. Less of a problem but especially a problem for the younger ones is friendships. Sometimes it might be something like where the child is sat in class. Teachers need to work out what is right for the child and to do this they need to get to know the child. Lesson studies help. Danny Biscoombe is working with individual children. The Y5/6 teacher was recently using Jigsaw with the children and this provoked a disclosure. Professional help was in place in a matter of days. Are you finding there are more social barriers these days? It is representative of modern society. The difference is that now the professionals work directly for the school rather than for County. This has resulted in a much faster response.*
- g. **What evidence is there that high achievers are being adequately challenged?** *Standards are set for teachers through training, performance management and staff meetings. This then trickles down to pupils.*

7. Finance issues:

- a. Budget monitoring:
 - i. Governors were given a copy of the most recent management accounts. The carry forward is £69,173. Governors challenged the level of carry forward. Why has it not been spent? It is needed to set the budget going forward. The Head aims not to have an in-year deficit. Last year there was an in-year deficit of £10,000. There is talk of a possible increase in the living wage which would have a big impact. The Head also has long-term plans for the School.
- b. SLAs: the Head gave Governors a list of the SLA options. A Governor questioned the high cost of the LFS service. The Head said that this was an essential service. The Educational Welfare service SLA has been reduced since the School can get similar support at half the cost, so only one unit is being bought equating to 3 hours rather than two units. The School does not take the gold library service since this was too expensive. It is a good service however with books changed every year.

- c. Budget 2019/20: The Head had previously circulated to Governors the letter to parents detailing class structure for 2019/20. The bursar will be in on the 14th to finalise the budget.
- d. School meal contract: The school is part of a 50 school tendering group for school meal contracts with Litmus. The Head said that she felt Litmus had done a good job although the process had required a lot of the Head's time. The School is very happy with their chef but they would be retained no matter which company got the contract. The decision was made to go with Chartwells. The School cannot subsidise school meals but the contract will result in a deficit. The plan is to speak to Chartwells to identify ways of recovering the deficit. This could include an increase to the cost of meals by 5p. Concerns were raised that an increase in price might result in a lower take up. The contract is for five years and renewed after three. It is fixed at this price. Although the school considered taking on catering in-house it was decided it would be too onerous and the potential liability too great.
- e. Other financial issues: Item in confidential appendix.

8. Staffing issues:

- a. Mrs Perry will return from maternity leave on May 24th. Mr Davies will continue to the end of the summer term on job share with her. This will give the class good continuity. A recruitment will be launched for a new job share with Mrs Perry from September. The advert will be for a 0.5 post on specific days.
- b. Mr Wilde is taking a twelve-month sabbatical and Mr Davies' contract will be extended to cover this.

9. Parent Survey:

- a. The Parent Survey was very positive. Spoiled ballots were not counted but areas where that had happened was reflected in the comments. Replies to some of the comments were that: the School has an open door policy for parents to discuss progress, Parent evenings are held in the hall to avoid harassment, there is a lot on the website about supporting learning at home.

10. Teaching and Learning Issues:

- a. Projected numbers: There are 18 definite pupils for the September intake. Two more enquiries will take numbers to PAN. A Governor asked if there were any particular gender skew? No there is no imbalance between girls and boys.
- b. Y2 and Y6 2019 forecasts: Y6 data has improved considerably. One child has left and good progress has converted a lot of children to a higher than expected level. Now 67% are at ARE or better. In Y2 there is a new entrant with lower data. 40% of the cohort have joined the School rather than being with the School from Reception. They have been children with lower abilities and this has further skewed data that would have been poor anyway. It is nothing to do with the quality of the teaching. Pupils are being converted within bands and case studies will show this. The move from Y2 to Y3 is a big jump for children in terms of expectations of learning so the supply TA will be kept to maintain support.
- c. SATs: Governors were given the SATs timetable and asked to drop in to monitor the running of the SATs. There are two new safes with number locks to keep the papers secure. A child with an EHCP will take the SATs in the SEN room since he gets extra time.
- d. Educational psychologist: The School will use their own next year although it will cost more. Some of it will be funded from PP. A senior Ed. Physc. from Plymouth will come for a whole day once a term or more if needed. About nine schools have banded together to ensure the children get the best support.

11. Safeguarding/SEND/CiC:

- a. There has been no feedback yet on the s175.
- b. Helen Illingworth, the SENDCo, will be doing SEN and Ofsted training soon with a mental health focus. Auditing with Motional takes a lot of time since there are a lot of criteria. It is thought it can be done more efficiently in school.

12. Premises and Health and Safety Issues:

- a. The playground equipment is fourteen years old and needs replacing. Some aspects of the equipment can be funded through Sports Premium. Three quotes are needed and funding needs consideration. The replacement will cost in the region of £20,000.

13. Data protection:

- a. There are no breaches to report.

14. Governor visits and reports:

- a. Mrs Burton carried out Writing monitoring yesterday. A PP report is needed. Otherwise monitoring is up to date.
- b. The website audit has been carried out and Mrs Robinson and Mrs Norton will meet to discuss it.

15. Pupil Premium and Sports Premium:

- a. 100% of Y5/6 children have achieved the requirement of swimming 25 m. Only two children in Y4 have yet to manage to swim 25m. This means that KS2 can focus on other water skills.
- b. Sailing will be available again next summer.

16. Dates of next meetings:

Thursday, July 4th 2019 at 2pm

There being no other business the meeting closed at 4.30 pm.

Chair.....

Date.....

ACTIONS

New Actions

School Council paperwork

Date

Responsible Person

Head