



WHIMPLE PRIMARY SCHOOL

Governing Body

Meeting 6 – Full Governing Body - Part I Minutes

Date/Time	Tuesday 16th July 2019 6.30pm	Location	Whimple Primary School
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Attendees	Initials	Category
Maria Wallis	MW	Co-opted
Gail Martin-Davies	GMD	Co-opted
Linden Best	LB	Parent
Caroline Ward-Reece	CWR	Co-opted
Gill Seeley	GS	LEA
Julia Green	JG	Associate

Attendees	Initials	Category
Kate Mackay	KM	Parent
James Terrett	JT	Parent
Carole Shilston	CS	Head teacher
Matt Brown	MB	Staff
Helena Hastie	HH	Co-opted
11		

Apologies	Initials	Category - Reason
James Terrett	JT	
Matt Brown	MB	Family Emergency
Carole Shilston	CS	Unwell

Absent without Apology	Initials

In Attendance	Initials	
Cathy Culshaw	CC	Clerk

Minutes to
Attendees
Apologies
School Notice board
School website

	Agenda	Led by
1	Apologies	LB
2	Business Interests	LB
3	Minutes of the last meeting	LB
4	Matters Arising	LB
5	Head Teacher's Report School Improvement Plan/SEF	CS
6	Health and Safety	LB
7	Pupil Premium Update	LB/MB/JT
8	Staff/Governor update inc. visits	CS/LB
9	Safeguarding	KM/CS
10	Staff	CS
11	Curriculum	CS/LB
12	Terms Of Reference	LB
13	F&R meeting update	HH
14	Buildings	CS
15	Website	CS
16	Policies	CS



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Signature of Chair



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Ref	Action or Decision	Owner/ Decision	Date Due
5.1	<p><u>Headteacher's Report / School Improvement Plan / SEF</u></p> <p>LB talked through the Headteacher's report which was distributed prior to the meeting.</p> <p>The meeting moved to Part 2</p> <p>Staffing: LB reported that we are still short of MTA's and CS has reported that staff are supporting at lunchtimes which although shows great support for the school, LB is concerned that this could be too much for everyone. All agreed that they are concerned about teaching staff working through lunchtimes.</p> <p><i>Question for the Head:</i> Governors raised a challenge around work/life balance. Are staff inappropriately being utilised?</p> <ul style="list-style-type: none"> MW reported that she attended a Mental health session recently. LB attended the body image session last night which was very emotional. There will be a workshop in school with year 5 and 6, , and will possibly be extended further down the school next term. The school choir were at the recent event. Behaviour was excellent and songs were challenging. <p><u>Data Sheet</u></p> <p>The Data sheet was distributed prior to the meeting. In the absence of the Head, LB talked through the results.</p> <p>Early years The results show a downward turn from 82% to 74% but will still be above the national percentage.</p> <p>Year one phonics This year achieved 95%</p> <p>Year 2 SATs LB reported that as this is a very small cohort, each child represents 7.5%. Results show a downturn from last year. This is partly due to the fact that two children only recently joined under the fair access protocol and had not previously been in education (15%). LB does not think any parents have asked to speak to CS regarding the results.</p> <p>Year 6 SATs All results are above the National Average. This is the last group who completed the old level curriculum when in KS1. This means that when we have access to the progress data we are likely to have poor progress as there is a discrepancy between the old and new assessment systems.</p>	Challenge	
6.1	<p><u>Health and Safety</u></p> <p>Reported at F&R</p>		
7.1	<p><u>Pupil Premium Update - Audit</u></p> <p>LB met with CS regarding the Pupil Premium Audit. It can't be completed until September. LB has a set of questions to go through with CS in order to complete the audit.</p>		



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7.2	<p><u>Pupil Premium Update - Sport Grant</u></p> <p>LB reported that with some of the Sports Grant, CS has asked the F&R committee to authorise the purchase of an interactive board for the KS2 playground. FoWs will also make a donation.</p> <p>MW reported that the Parish Council have shared information about a crowd funding information session. It has been passed on to FoWS who may be able to benefit from this.</p>		
8.1	<p><u>Staff/Governor Update including Visits</u></p> <p>GMD reported back on a recent visit in relation to Action 5 on SIP.</p> <p>GS and GMD met with Zoe Norton (SEND lead). A report has been circulated and GMD summarised that SEND is so individual, assessment of each child's needs is made. Report was carefully written so as not to identify children. Overall feeling is how well the school approaches it from everyone's point of view. This is a hugely growing area where knowledge and understanding are increasing. There are however greater pressures on the school to support children.</p> <p>GMD expressed concerns that it seems overwhelming to complete what is required for SEND in the hour per week that is allocated.</p> <p><i>Question for the Head:</i> Do we need to increase the amount of time that is available for the SEND lead as we have an increased number of children with SEN. GMD confirmed that there are 8 SEN and 3 more at the point of referral.</p> <p>LB asked if the SEND policy is being followed. GMD feels that it is with attention given to the individual.</p> <p>GS reported attending an Early Help session at the school. GS talked through the idea behind the multi-agency referral system: that the whole family is supported rather than just one child. It is considered that this should have taken place before an exclusion took place. HH asked who can make a referral - anyone can. KM confirmed that there are two families that are already in the system.</p>	<p>CS</p> <p>LB Challenge</p>	
9.1	<p><u>Safeguarding</u></p> <p>KM reported that the termly safeguarding meeting took place on 9th May. Another is due in September. There were a few new issues but the trend is in a positive direction. CS reported at the meeting that she has noticed a big trend in overtired children who have been busy at the weekend. The meeting also talked about referencing in relation to staff checks. The SCR check will be completed ASAP.</p> <p>MW thanked Kate for her work on this. This lead role will need to be taken over by another Governor in September.</p>		
10.1	<p><u>Staff</u></p> <p>Structure and Absence Both to be reported at the next meeting by the Head.</p> <p>The meeting moved to Part 2</p> <p>Parent Governor elections:</p>		



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