

**MINUTES OF A MEETING OF THE GOVERNING BOARD
OF NETHER ALDERLEY PRIMARY SCHOOL
HELD AT THE SCHOOL ON**

DATE: Thursday 1st December 2016
TIME: 6.30pm

Present:

John Brooks
Nina Mowforth
Richard Craven
Barbara Spooner
Rachel McAlonan
Wendy Beastall
Sophie Harrison-Moody
Andy Brady
Susan Cleary
Rachel Carney
Christian Gilham

Clerk: Debbie Bullivant

PART ONE – NON-CONFIDENTIAL

1. APOLOGIES

Apologises received and accepted from Robert Topping.

2. CONFLICT OF INTEREST

None declared.

Annual declarations handed out for completion.

3. ELECTION OF CHAIR AND/OR VICE CHAIR

John Brooks re-elected as Chair of Governors.
Barbara Spooner re-elected as Vice Chair of Governors.

4. MEMBERSHIP – INSTRUMENT OF GOVERNANCE

Instrument of Governance reviewed.

Governors agreed to increase the number of co-opted governors on FGB by two.
No other changes.

Action: Instrument of Governance to be updated- JB.

Rachel Carney and Christian Gilham have joined the governing body since the last meeting as parent governors.
Proposal for Rev John Hale to join governing body agreed.

5. PART ONE MINUTES

Part one minutes of the summer term 2016 full governing board meeting on 30th June 2016 agreed and signed.

6. CHAIR'S ACTION

Governors confirmed the delegation by the board to the Chair of Governors of the Power to Act.

7. COMMITTEES & NOMINATED GOVERNORS

Committees confirmed as follows:

Curriculum

Barbara Spooner
John Brooks
Robert Topping
Susan Cleary
Andy Brady
Rachel McAlonan
Richard Craven

Staffing

Sophie Harrison-Moody
John Brooks
Barbara Spooner
Richard Craven

Finance and Premises

Wendy Beastall
John Brooks
Rachel Carney
Christian Gilham
Richard Craven

Special Projects Committee – Dissolved.

Wendy Beastall joined the meeting.

New parent governors invited to join any other meetings they may wish to attend.

Action: Chairs and Vice Chairs to be appointed and terms of reference to be reviewed by each committee.

Special responsibilities:

Health and Safety – John Brooks

SEN – Sophie Harrison-Moody

Training – Rachel Carney

Safeguarding/LAC – Nina Mowforth

Performance Management – John Brooks/Sophie Harrison-Moody/Barbara Spooner.

Other committees will be formed as required.

8. GOVERNORS CODE OF PRACTICE/GOVERNORS CHARTER

CE Code shared and governors agreed to adopt.

9. PART ONE REPORTS FROM COMMITTEES, AND REPORTS FROM GOVERNORS WITH SPECIAL RESPONSIBILITIES

Curriculum and staffing minutes have been previously circulated.
Finance minutes will be presented at next FGB meeting.

Annual SEN report shared and discussed.

Q: Are children's challenges similar or individual?

A: Varies, but speech and language and literacy difficulties are the most common with younger children.

Q: What is their progress?

A: All SEN pupils are progressing, but some of our younger children had very low achievement on entry to the school.

Q: How is the funding based?

A: Based from school CENSUS. Most S.E.N. funds are used for TA support.

Q: How are children identified?

A: Baseline assessment on entry, followed by assessment against Age-Related Expectations three times per year.

Q: What about higher achieving pupils?

A: Children exceeding – needs are met through quality first teaching and differentiation.

Q: What speech therapy is available in school?

A: Support is normally provided via the Speech and Language Service.

Q: Is 17 pupils high?

A: Not particularly and some children are only on the register for a short time.

10. HEADTEACHER'S REPORT AND MATTERS ARISING FROM IT

Reception September 2017 – may be under PAN.

House building in the local area may have impact in future years.

Current PAN is 15. Consultation required if increase needed.

Q: is a committee needed to look at “future proofing”?

A: Not at this point.

Budget

On track. Budget lag of 1 year based on pupil numbers.

Deficit is due to low pupil number (89) at CENSUS in October 2015. Pupil numbers were 104 at the next census in October 2016 so deficit should therefore only be for one year.

Fund raising priorities

Touch screen TVs for classes 1 & 2 – approx. £2,200 each- PTA will be part-funding.

Playground surfacing may be a future project.

Partnership work with MAT and FLC continues.

Less involved with WEP now.

SATS targets deferred to future curriculum meeting.

Proposed residential to be agenda item at future FGB.

11. SCHOOL IMPROVEMENT INFORMATION

Latest report from October has been previously circulated.

Current SIP to continue to support governors for a further year.

Executive Head for MAT primaries may be a future consideration.

12. SCHOOL PERFORMANCE

Summary of results shared.

Maths stronger than writing at KS1. English stronger than Maths at KS2.

Harder to compare with previous years due to recent changes.

Each child represents 7/8 %.

13. ATTENDANCE TARGETS

Target 96.5%

Attendance dropped to 95.8% in 2015-16

Q: Is lateness an issue?

A: Only a very small number of pupils arrive are more than 5/10 mins late.

**Action: Newsletter item to raise profile of attendance/lateness.-RC
Analyse attendance data for authorised and unauthorised in more detail.
RC.**

14. DIRECTOR'S REPORT

Directors Report shared and the following items highlighted:

- New Addition of the Academies Handbook now published.
- The new requirement for governors' information to be uploaded to Edubase.
- The recommendation to have procedures in place in light of terrorism /bomb threats.

Action: update Edubase - RC

15. GOVERNOR MONITORING, TRAINING AND DEVELOPMENT

Action: Training spreadsheet to be updated. – All Govs.

Modern Governor – trial may now have ended.

Action: Look at costs and possible purchase- RC/JB.

16. ANY OTHER BUSINESS

Appointment of Clerk.

Debbie Bullivant appointed as clerk till 31st August 2017.

17. MEETINGS

The next FGB meeting dates are:

23rd March 2017 – 6.30pm

6th July 2017 – 6.30pm

Committee Meetings:

Curriculum

2nd February 2017 – 4.30pm

Finance and Premises

2nd February 2017 – 6pm.

Staffing

TBA
Meeting moved to PART Two.

Signed Dated.....