

CROWLE CHURCH of ENGLAND FIRST SCHOOL
Minutes of Full Governing Body Meeting

Quorum: Governors 10	Date / Time: 15 th March 2016 7:00pm
Chair: Marisa Hackett-Lee (MHL)	Clerk: Jackie Larder

Present:	
Lynn Biggs (LB) – Headteacher	Sharon Moore (SM)
Katie Kempson (KK)	Alison Roberts (AR)
Denise Llewellyn (DL)	Caroline Temple-Cox (CTC)
James Fox (JF)	
Apologies:	
Howard Painter (HP)	

1 Apologies for Absence:

Howard Painter's apologies were accepted. LB noted that Howard had also tendered his resignation with immediate effect.

2 Declaration of Interest:

None stated.

3 Approval of Minutes of Meeting Held on 19th January 2016:

The minutes were approved as an accurate record of the meeting.

4 Matters Arising from the Meeting 19th January 2016:

4 - 9) Mobile Classroom: No further information or progress has been made on mobile classroom. A general message is to be sent to parents to advise that the playground is not being repainted until work has been done; next summer.

➤ **Action LB: Inform governors as necessary/when further information available.**

4 - 5) SM had completed PALS visit. Other visits still to be arranged.

6) Working Group: carry forward action to form a working group to analyse data until validated RAISEonline data has been received.

8) Pershore Pyramid Feasibility: Carry forward, no further meetings have taken place

All other actions were confirmed as complete.

5 NGA – Questions 3, 1 & 5

➤ **Action JL: Arrange to send password reminder to CTC for NGA website**

3) What are we doing to raise standards for all children?

Governors had reviewed the detailed document provided by LB at the meeting on 19th January. LB pointed out key elements and answered governor questions arising from the document:

- Government floor standards don't apply to Crowle as we don't have year 6 children.
- Baseline tests are repeated at beginning and end of Reception to show progression.

- Due to small cohorts, the number of children that fall into pupil groups is very small; one or two children can have a significant impact.
- English is tracked in both reading and comprehension.
- There is no standardised definition on what 'mastery' is; schools disagree on how it should be defined. As a cluster, we are discussing what to inform parents.
- 'Narrowing the gap'; Finance Committee have approved the purchase of 'Rapid', a measurable intervention programme for reading and phonics.

1) Do we have a clear vision and strategy for the school?

This topic was deferred to be discussed as part of agenda item 8.

2) Have we got the right approach to staffing?

We buy in support for children who need it: e.g. Occupational Health, Speech and Language Therapy.

Staff reviews take place regularly; they receive both annual reviews and appraisals.

Objectives are linked to priorities.

➤ **Action MHL/JL: Questions for Next Meeting Agenda:**

6) How well does the curriculum provide for and stretch all pupils?

12) Does the school offer a wide range of extra-curricular activities which engage all pupils?

**11) How well do we keep parents informed and take account of their views?
(Questionnaire for parents)**

6 Governor Skills Analysis

Current governing body is made up of:

2 x parent (JF, SM)

1 x Local Authority (DL)

2 x Foundation (Vacancies)

1 x staff (AR)

1 x Headteacher (LB)

4 x Co-Opted (MHL, KK, CTC, Vacancy)

In order to fill one of the Foundation vacancies, CTC agreed to change to Foundation Governor.

➤ **Action CTC: Write to Diocese for approval as Foundation governor.**

The Governing Body structure and skills analysis will be reconsidered when we know more about and have made a decision regarding Multi Academy Trust.

7 Future structure of Governing Body Meetings / Link Governors / Committees

As above, to be considered at next meeting following decision regarding Multi Academy Trust.

8 Pershore Pyramid Feasibility Study

MHL advised no further meetings have taken place regarding the Pershore Pyramid Feasibility Study.

However, information had been received from the Diocese regarding a Church Multi Academy Trust (MAT). Following on from this was the budget announcement that all schools would be required to convert to Academies by 2020.

LB & MHL outlined the options available to us and detailed discussions which had taken place with Ann Munday. Governors discussed each option and raised questions:

1. Church MAT - with other church school or schools in cluster.

This had been discussed at length previously; none of the schools were prepared/ready to commit. There could be a low number of children, with a high workload to agree SLA's between the schools.

2. Mixed MAT – including non-Church schools (e.g with Pershore High school)

Security could be an issue; would we be viewed as a feasible school to continue long-term?

We would we still be having to generate our own policies that have a 'church' flavour.

3. Worcestershire Diocese MAT.

Diocese would employ specialists to facilitate and meet needs of the children in schools (whereas in a separate Church MAT with other schools we may not have the ability to do this).

Maximum 18-25 schools; 3 other schools have expressed an interest to date.

£20k 'pot' of money is given to Diocese to facilitate the conversion; they would ensure we meet necessary requirements.

We join as individual school, the Diocese takes over the role currently provided by LA; they would provide SLA's.

We keep our own Governing bodies; we would be more looked after but able to run as we want to run

MHL and JF asked Governors to vote whether 'As a Governing Body do we feel it is in our best interest to join Worcestershire Diocese Multi Academy Trust?' Governors agreed that the sooner we are involved the more we could help shape it.

➤ ***Decision ALL: Unanimous agreement to join Worcestershire Diocese Multi Academy Trust***

➤ ***Action LB: Confirm decision to Ann Munday and ask for advice on next steps.***

9 Forward Look

Governors agreed to a 'Meet the Governors' session – next term 2-2:45 to coincide with Family Friday

Visits to be arranged:

MHL - after next meeting

JF - Behaviours

10 AOB

Term-Time Absence requests:

LB circulated parents' requests for term-time absence. Governors discussed each case and after due consideration agreed for one request to be approved as 'exceptional circumstances' all others to be unauthorised.

➤ ***Decision All: Approved request for one term-time absence due to 'exceptional circumstances' all other requests to be unauthorised.***

Website

School website to be updated

➤ ***Action JL: Check what statutory Governor information is missing from website (use Inkberrow as guide).***

Key Data Report

LB answered governor questions relating to Attendance, reassuring governors that the recorded high level of sickness has been dealt with and Temporary Exclusions, explaining that the decision had been taken in in line with the published exclusion policy and that school are working with the behaviour support team to help both the child & parents.

Parking

Dangerous/illegal parking has been noticed during school drop-off and pick up.

➤ ***Action LB: Arrange Community Police Officers to monitor parking***

Next FGB Meeting: Tuesday 28th June 2016 - 7:00pm (apologies recorded from KK)

The meeting closed at 9:00 pm

Signed

Date