



Every child will be an independent, imaginative achiever, with excellent life skills

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Minutes of the Full Governing Body meeting held on Tuesday 28th November 2017 at 7.15pm at the School

Present: Samantha Brady (SB) – Parent Governor (**Chair**)
Louise Warren (LW) (**Headteacher**)
Georgiana Siedle (GS) – Staff Governor
Jan Rossie (JR) – Staff Governor
Lynette Saunders (LS) – Community Governor
Mary Lines (ML) – Foundation Governor
Liz Jepson (LJ) – Community Governor
Paul Margey (PM) – Parent Governor

Apologies: Simon Simpkins (SS) – Parent Governor (**Vice-Chair**)
Rev Tony Lynn (TL) – Foundation Governor
Rev Talisker Tracey-Macleod (TTM) – Foundation Governor
Martin Westmoreland (MW) – Associate Governor
Laura Purcell (Clerk)

In Attendance: Georgiana Siedle (Clerk)

The meeting commenced at 7.20pm
The meeting was quorate.

1	Welcome SB opened the meeting and welcomed all governors. A prayer was held by ML	
2	Apologies for absence Apologies had been received and noted by those listed above.	
3	Declaration of Interests There were no declarations of interests for this meeting.	
4	Approval of the minutes of the meeting held on 19th September 2017	

Signed *S Brady* Date ... *30/1/18* ... Page 1 | 7

	The above minutes were adopted, signed and dated as an accurate record of the meeting and given to the clerk for filing.	
5	<p>Matters arising from previous meeting (Chair)</p> <ul style="list-style-type: none"> • SS has written to James Wildman to thank him for his assistance in creating our new logo • Last year's data to be presented to gov by LW at this meeting • LP sent Powerpoint document to all Governors electronically detailing the Local Governing Body structures. • LW to check the newsletter following last LGB re: reflection time on Fridays • Academy conference was attended by SB and LW. There may be another later in the year and we would like more presence next time if possible (all govs) • LW spoke to JS about PSED goals; one child relevant who has had this followed/flagged • New DBS checks for governors – completed • Safeguarding training booked for LW and JR in spring • Safeguarding training for volunteers booked this Friday • GS- will carry forward sign off sheet for new safeguarding policy to next meeting • Pay policy reviewed at resources <p>LS arrived 7.42pm</p>	
6	<p>School performance data</p> <p>LS gave feedback on performance data, highlighting that we had another positive year with data last year. She made the following observations:</p> <p>Maths has gone from strength to strength in the past 3-5 years. Good to see the girls doing well in Maths too. Top 10% nationally with regards to progress in school. The girls' maths club has been a success this term</p> <p>Reading and writing – Reading was lower than Buckland's usual standard (but still above national average). Standards and expectations of children have changed nationally and this has had an impact on results. Writing for KS2 has been positive, although no KS2 boys last year reached greater depth standard. Since September JR has run a greater depth English club for Year 6 writers. The next two cohorts coming through have strong boy writers and readers.</p> <p>Last year we focused hugely on Maths in Y6 which sometimes interrupted reading time and may have had an impact on last year's results. The reading test was hard and long last year with the expectation for children to be able skim read and read quickly. We have some structured strategies to support developing the skill of reading quickly this year. Part of this has been to invest in new comprehension</p>	

	<p>packs in school which are being used weekly for KS1 and 2. We also have a reading for pleasure session and class story time to support creating a love of reading. Even though we had 4 children who did not make the expected progress, our data was above the national standard for expected progress and 40% made more than expected progress.</p> <p>SPAG – KS2 100% of children achieved expected.</p> <p>Science attainment – 100% of our children achieving standard</p> <p>Phonics (KS1) – 100% met standard for Year 1</p>	
7	<p>School performance targets 2017-18</p> <p>EYFS had completed baselines by half term break. We predict 80% of our children to get GLD which is above the national average.</p> <p>93% in Year 1 phonics</p> <p>KS1 – reading 100% but potentially two that will not make this (potentially 87%) / Greater depth 47% Writing – Expected 80% GD 40% Maths – Expected 93% / GD 53%</p> <p>KS2 – reading expected 100% / higher 42% Writing – expected 92% / GD 42% GPS – Expected 92% (post meeting correction)/ higher 50% Maths Expected 92% / higher 42%</p>	
8	<p>Head's Report</p> <p>Section 1 - Outcomes</p> <p>RAP incorporates actions from performance data.</p> <p>EYFS baseline has been set and staff are currently reviewing progress this term. Hodder Tests have been given from Y1-6 (3 times per year). These can help us ensure children are making progress or highlight whether further intervention may be required.</p> <p>LW showed the targets and assessment spreadsheet created by JR (our assessment coordinator) and how we process and manage data. Any child who has had a drop of 8+ since the last assessment point is discussed at staff meetings, assessed and an individual plan developed if necessary. We do not have a large number of children who are developing across the school but we do have a large number of children</p>	

exceeding expectations. Governors reviewed data which compares last year's results with this year – an idea we picked up from John Blandy School.
Year 3 maths – 5 children have dropped their standardized score. Most of this is settling and transition; they are now targeted children. The data informs our action plans for all children (not just LPA). The standardised score limit (maximum mark for a child) changes in different tests and year groups so sometimes their score has dropped due to this.
The new Inspection Data School Report (IDSR) has a pleasing front page with positive comments.

Section 2- Teaching, Learning and Assessment

Variety of monitoring strategies this year including governors, head and peer monitoring. TL has conducted the first of his governor monitoring visits. Pupils are taking more ownership of how they want to respond to a task (e.g. they will be asked whether they want to write an article, a diary entry or a poem in a task). They are encouraged to use a variety of different ways to present work and not always the same style/medium. LW outlined the foci and impact of learning walks this term.

Section 3 – Pupil Behaviour, Safety and Welfare

Confusion about where the Christmas service will be on 12th, LW to clarify in newsletter.

Head's report outlines updates relating to pupil incidents this term. There were no questions.

Circle time work this term has covered respectful relationships and understanding people have different personality types (some children are struggling with this) as well as different ways of keeping safe.

Peer mentoring and Y6 leading a younger children's football club have been highlights this term.

Section 4 – Leadership and Management

KH has applied to be an SLE and is to present to 14 people on Thursday re: change management. Good for CPD but a very challenging task.

JS has begun a leadership programme with FAoS. He is supporting groups of girls' maths every Wednesday as part of his maths TLR role this year.

Questions (LS) What is a System Leader? OTSA's term for someone who goes into school and supports school development. LW is working as a SL at Carterton Primary.

	<p>Lunchtime recorder club for year 3 and 4 was considered a positive move. LW stated she was disappointed to hear we only have one recorder player in school and wanted to promote this again.</p> <p>The nursery will evolve to offer 8 x 30 hour places next year and we have one 3 year old starting after Christmas.</p> <p>The report covered the wide range of activities and external involvement the school has taken part in this term.</p>	
9	<p>Brief summary reports from committee chairs</p> <p>Standards – ML reviewed minutes Highlighted need for governor monitoring (specific) JAM club should have been mentioned in Standards Minutes – ML annotating on minutes as this was discussed LW to communicate to parents.</p> <p>Resources – PM reviewed minutes Budget balanced for this year Final financial balance for last year will be finalized by next week but will in region of 5k surplus to add to carry forward balance.</p>	All gov
10	<p>Governor monitoring</p> <p>TL monitored DT in Y5/6 today. Feedback at next meeting.</p>	
11	<p>Parent view and communication</p> <p>SB asked how we can promote the work of the LGB?</p> <ol style="list-style-type: none"> 1. News item (Termly) within Louise’s newsletter (SB to write) 2. Presence at Parents’ Evening (LJ - Wednesday) LW to ask TL. LS offered some time on Tues 	
12	<p>Reviewing the performance of the LGB</p> <p>LW found a good questionnaire from the NGA; governors to review how effective they are. SB to put online and see where we have gaps and can improve. Results ready for next LGB.</p>	SB
13	<p>Policy Review cycle and Academy policies on FAoS website</p>	

	<p>LW, LP and GS worked on the policies to ensure all up to date and accessible. Website fully up to date with applicable policies for parents. Staff can access all policies on the Staff Share folder on the server. The files are fully up to date and separated between Standards and Resources, supported by a spreadsheet (which was handed out to governors) in the front of the files. LW showed the governor policies area of the FAoS website and encouraged governors to look at it so they know what is there.</p> <p>The following governors need access to FAoS intranet (SB) (LS) (ML) – GS to action via S Vinall</p>	
14	<p>Any other business</p> <p>Finance Update PM updated from his first meeting with finance team this morning. PM discussed our underspend for last year. The finance team will stop making adjustments for predicted spend in February. PM suggested whether we need to keep a spreadsheet of our own spend which will be trialed this quarter (GS) PM would like finance to send us the budget on a monthly basis in an exported spreadsheet. PM to support GS with improving our in house financial systems to avoid a future underspend.</p> <p>Admission Policy SB and LW will be speaking to Anne Lynn re: the admission policy for nursery children to have priority over distance. There are many arguments that would support this decision. SB to ask if she can present to the board / PR committee.</p> <p>Meeting Closed at 9.25pm</p>	
	<p>Date of next meeting: Tuesday 30th January 7.15pm</p> <p>Resources Committee Meeting: Tuesday 16th January 2018 Standards Committee Meeting: Friday 19th January 2018</p> <p>Future LGB meeting dates: Tuesday 27th March Tuesday 15th May Tuesday 10th July</p>	

