

Flushing Church of England Primary School Governing Body Meeting

Thursday 3rd October 2019 at 4pm in the Dolphin Room

MINUTES

In attendance: M French (Head), R Hurrell (Chair), H Dodd, A Eva, L Hygate, L Beverley-Jones, P Tregaskes, H Tucker (clerking)

The meeting commenced at 4:01

1. Prayer

This was given by HD

2. Apologies

These were accepted from K Hughes, S Mullins, A Stevenson, S Treneer

3. Clerking

Confidential

4. Pecuniary interest Regulation and current register (complete enclosed form)

Forms completed

5. Election of Chair and Vice-Chair (elect)

Robert Hurrell was nominated by LH & AE seconded - all agreed

MF advised Andrew Stevenson is happy to continue to be vice: RH nominated, LH seconded - all agreed.

6. Governing Body Decision Maker *(review)

This was reviewed and all present were happy to approve.

7. Committee structure, membership and terms of reference ^ (review)

All present were happy with structure of all the committees.

HD asked if the members of the committees could catch up with relevant members of staff for updates on observations, MF confirmed staff would do this according to the cycle.

Premises & Finance and Curriculum & Staffing would sit again as we are no longer joining MAT. Members were added back into their previous committees with the addition of SM to P & F & LBJ to C & S committees .

8. Items for any other business

No items for AOB

9. Minutes from the previous meeting

All agreed they were a true and accurate record, signed by R Hurrell

10. Matters arising from the previous minutes

Item No 6 - It was raised that it was too long to wait for C&S to meet in spring - bringing forward to Autumn Term, swapping with P&M - see dates at end of minutes.

Item No 7 - It was reiterated that reserves shown are ring-fenced; these are not academy funds. It was noted that Penryn College could ask for some of the funds for the partnership but still TBC. LH asked if these funds are earning interest, which they are not.

Item No 8 - The 10 Reception pupils predicted are currently 7 - although it is likely that this will be 10 by Spring Term - one joining us next half term.

Facebook - Still in progress, hampered by the school firewalls- MF handing to Hayley to sort.

Gym Equip has now been installed and is being used; it went in well and children are loving them. Thanks were given to Dan Tregaskes for his help and support.

HD asked about feedback on the provision at the pavilion - MF said that it has all been positive and it has been a great start. Growth will take time. A banner is being made to advertise the provision at the pavilion. A major obstacle of the pre-school provision has been that we are only able to offer it in the mornings, but the money is not currently available to increase, however, investigations are being made for the feasibility or extending the provision. Joining up with a local childminder is not possible at the moment.

Now that prospective parents are looking around they are starting to attend toddler groups etc and they will hopefully join before the Summer Term as an induction. We need to be mindful not to step on toes. The reduction of class sizes has made a positive improvement.

LBJ challenged that very good teacher with only 8 pupils (currently 7) - seems uneven. MF said it was a two year project and we need to see how it evolves, and reassess at the end of that time. The bulge year (of 36 pupils), which could have been problematic will no longer be an issue due to the re-structuring. LBJ suggested taking the lower half of Y1 and mixing them, but most agreed it is a minefield of friendship and parent issues as a consequence of the split. AE said We could have a bigger intake next year which would even them out further. LBJ asked if we are at liberty to accept pupils in year if the LA ask - MF advised that with EYFS, we have to take up to our PAN of 12. LBJ said we may need a marketing plan behind it - if we believe it is the best way forward we need to sell it more - MF advised this is in the School Development Plan; banner, leaflets and toddler group all in place, but word of mouth invaluable. LBJ suggested banner outside school, use the village notice boards and the magazines. MF said the emphasis at the moment has to be with setting it up in the right way - which is happening, after half term we will push it more to grow the roll.

11. Finance - Monthly report (information)

MF raised the following:

- Supply and sickness overspent currently but were waiting for insurance to come back which has now been paid.
- General Curriculum was being shown as an overspend but the gym equipment, which had previously been allocated here, has been moved to Pupil Premium.
- ICT hardware included a laptop for Hayley which has been moved to the DFC line
- Current carry forward figure - being based on no pupils at the pavilion - at the end of the year we need this figure to grow to 15K for the second year of the pavilion to ensure that can run regardless.

12. Desk Top Monitoring, SEF, Ofsted & Website (information)

Desk Top Monitoring is produced by the Local Authority & are required to be published online (Flushing's data is on the school website). Important to note that the year groups are very small.

MF clarified the results by explaining how progress is calculated; Reading has been improved and is now online with national. The progress scores are very positive as they have all shown good progress.

Writing progress, which had a small dip in 2018, is now above and in-line with national figures for the last 3 years.

Maths progress improved this year and has been in-line with national for 1 of 3 years.

Three year averages; Important to note that even over three years, each child is worth 4.5%. Writing is higher but maths and reading are lower than expected but in Greater Depth - all are higher.

Last year 8 Y6 pupils, each worth 12.5% but when you consider the pupil difference, we are within the national averages. At greater depth we are above in reading. 5 children of the 8 pupils all missed out on one area but achieve expected in the others.

KS1 - 3 yr averages for reading, writing and maths all higher than national average at expected and Greater Depth are all higher than average. Last year's results are also all in line with national averages. They are Scaled scores; our average scores are lower than national but they are all making good progress which is positive in the long run.

Phonics & EYFS are all in line or above national average.

LH asked how the pupils get expected: KS2 is all graded on the results of tests but Year 2 is both tests and teacher assessments (through moderated work), throughout the year. LH asked who sets the bar for expected and

MF explained the government set the bar once they have the results. This year there were 1000 words more on the Reading test but the pass mark remained the same which has been widely criticised.

Ofsted are looking at how the schools get the results - as some schools have been cutting the curriculum with the sole purpose of passing SATs. Feedback from schools who have been inspected has reported that data has been pushed to the side a little and the emphasis is on how the curriculum is being delivered.

Self Evaluation Form reviewed as well.

13. SIP report (information)

Included as info for Governors only.

14. SIAMS SEF & Feedback

MF run through the Self Evaluation Form which he stressed is still an open document, so any suggestions are welcomed. He tried to include photographs so the visual evidence supports written evidence. MF thinks inspection will be around mid to late November and we will get 1 week notice. The Governing body must be able to articulate the vision of the school which is being drip fed and pushed to the school community (pupils, staff, governors & parents). The recent Report and feedback was given to governors which showed areas which need to be brushed up on, especially showing spirituality. Very positive overall.

Need to have spiritual areas in each classroom and ideally outside. AE suggested a bench with a roof for more quiet pupils. As small area and lots of children it's hard to add more furniture. A seating area will be looked into.

15. School Development Plan (to approve)

MF ran through the plan which focuses largely on EYFS - It was discussed that a consideration is that a childminder could run the sessions from the pavilion (as opposed to the home). LBJ said that was from a personal viewpoint a more attractive option. Needs looking into.

Develop Bowling green area with community garden.

Play therapy sessions now offered. A Trainee therapist and we are paying for her tuition/supervision. It is a positive step to show we are considering pupils the well-being and health benefits. Children who meet certain criteria in EYFS & Y1 will be offered the support to help their emotional health and therefore their learning.

Maths Mastery project - this is a two year plan to develop with Mawnan & Mylor . The supply costs are covered and we will be allocated £2k to improve maths materials

Literacy, use of software, handwriting intervention, small reading sessions are all beneficial. We are developing the thinking of verbal responses to discuss as well as write. Mentoring with Helen and Leslie is on-going and very positive.

RE Worship - covered above

Science - This is a continuation of last year's developments

Curriculum Development - We understand it is important to show this is well sequenced, full, broad and progressive. Cultural capital is important to ensure all children have the general knowledge to back up the curriculum. The school website shows how the curriculum is laid out and planned. MF confident it is good.

PP & Sports premium funding are laid out and show how they are spent.

All present were happy to approve the document.

16. Policies (to approve)

Reporting to parents - The results of the parent survey were shown in the newsletter and are shown on the website. Most parents are happy to stay the same, all show they want regular reports with some parent evenings too. Some parents want Dojos available to be seen by parents. Some parents want Autumn Term parent evenings but it was considered too soon after pupil reports are sent out to hold parent evenings, but we will be having an open afternoon for parents to come in and see work, books etc which will then give parents a chance to make an appointment with us if parents have concerns.

One thing highlighted by the survey was there was repetitive/generic comments on reports which MF has investigated. As a result new report layouts were shown and discussed:

Annual reports: A box will now be included on the reports to discuss the 'child' not just their work. Effort and achievement will also be shown on reports next to each subject to quickly gauge where children are. Attendance and behaviour, Pupils comment, target for year ahead, teacher comment and Head Teacher comment are also included. Looks more meaningful and personal to each child. **Half term reports:** These will now highlight strengths, targets and how to get there, so parents can help to achieve at home. Reply slips for parent comments will remain. All present were happy to approve the policy.

SEN Policy - approved.

Safeguarding Policy - approved.

17. Governor Inclusion/Training

LBJ and SM need some governor training - To sort with Hayley

18. The Friends of Flushing School (verbal report from Polly T)

Requested that an amount to pass to school is agreed as they are conscious that there is lots of different projects to spend money on.

Christmas - next event the post Christingle

Light Switch on 6th & Christingle 13th December.

LBJ asked how the pupils are enjoying the virtual reality headsets - MF advised they but we are still working out how best to use them. PT asked whether there will be lots of future costs involved to get new software - no, portal is part of the package. Annual subscription of £299 a year.

19. Any other business

Nothing to add

20. Confidential

Nothing to add

21. Confirm date and time of meetings for the rest of the year

C&S - Thursday 31st October 2019 at 4pm - LH cannot attend as she is away, gave apologies

FGB - Thursday 28th November 2019 at 4pm

FGB - 30th January 2020 at 4pm

P&F - Thursday 13th February 2020 at 4pm

FGB - Thursday 19th March 2020 at 4pm

P&F - April

FGB - Thursday 7th May 2020 at 4pm

C&S - June

FGB - Thursday 9th July 2020 at 4pm

Dates all ok

Meeting closed at 5:52pm

Signed _____ Date _____