



‘Learning to love God, one another and ourselves’

Governing Board of Bembridge CE Primary School
Meeting held on Monday 20 March 2017 at 6 pm

Attendees

Alan Morris (Chair)	Co-opted Governor
David McCallum	Parent Governor
Anna Wood	Foundation Governor
Sandra Grocock	Headteacher
Sarika Braithwaite	Parent Governor
Amanda Bloor	Ex-Officio Governor
Barbara Clough	Local Authority Governor

1. Apologies/Pecuniary Interests/New Governors

1a Apologies

Susie Simmonds	Foundation Governor
Ben Wightwick	Parent Governor
Gordon Kendall	Co-opted Governor

1b Pecuniary Interests - Governors were asked if they had any pecuniary interests and none were declared

1c Co-option of Governor

Jeni Gallagher had expressed an interest in being a co-opted governor. Jeni had been asked to complete an expression of interest and following this the chair had met with her to ensure Jeni understand the responsibilities and commitment to the role. He also established how Jeni would fill any gaps in the governing board skills audit. Jeni has lived in Bembridge for 40 years and is an established member of the community. She was also a teacher for 43 years in church schools so has a good understanding of the Christian ethos of the school and will bring her knowledge and skills of the primary curriculum to the governing body. It was proposed David McCallum, seconded Barbara Clough that Jeni should be a co-opted governor of the school.

1d New Staff Governor

Clemma Yardley has been elected as the new staff governor.

Both governors were welcomed to the meeting.

2. Minutes of Meeting held on 6 February 2017

2.1 Accuracy

Minutes of meeting were confirmed as a true record.

2.2 Matters Arising

Covered within the agenda

3. Feedback from the Executive Committee

Finance - budget statement had been circulated with the papers. This showed that the school is running with an in-year deficit of £20k however this is manageable as the school had a carry forward at the beginning of the year of £124k. Unfortunately the trend is likely to see the school running on an in-year deficit however the governing board is committed to spending what it can afford for the benefit of the pupils at present in the school. In addition, as the funding to the local authority has been drastically reduced or redirected to schools, it is no longer able to afford to provide its statutory services without financial input from schools. The school will therefore make a contribution to these services. Discussion took place on the new school funding formula and the outcome of the consultation is awaited with interest.

The SFVS has been completed and submitted to the local authority.

As discussed at our last meeting, three quotes have now been received to meet the cost of new ventilation unit in the kitchen. These range from £5,500 to nearly £10k. Governors asked if there was any further information regarding the possible refurbishment of the kitchen rather than just replacing the ventilation unit.

3.1 Action: Chair to follow up with the School Business Manager regarding the possibility of refurbishment of the kitchen.

- **Assistant Headteacher** – applications are now closed for this post and interviews will take place in the near future.
- **New Part-time Caretaker** – Steve Evans has been employed to take on this role for two days a week.
- **Church Inspection SIAMS** – the headteacher has been notified that the school will be inspected on Wednesday 29 March. The inspector, Sally Jenkins, has asked to meet with the Chair of Governors and the two Foundation Governors as a group and to have a separate meeting with the Priest-in-Charge. She will observe the headteacher carrying out collective worship with the whole school, observe RE in KS1 and KS2. She will also speak with pupils, observe a lunch-time and also meet with a group of parents. All agreed that this will be a good opportunity to share the school's ethos and to ensure that the school is meeting the requirements of a church school.
- **Letter from the Bishops** – the chair advised that he had received a letter from the Anglican and Roman Catholic Bishops. They are carrying out a feasibility study as to whether the Island should set up a Multi Academy Trust of all the Island Church Schools. The governing board all agreed that they would await the outcome with interest. Whilst the school has been entirely satisfied with its recent support from the Hampshire School Improvement service it was also ready to consider moving to the Multi-Academy Trust if that is the recommendation of the Bishop.
- **Wrap Around Care** - a parent governor raised that a local parent had decided not to send their child to Bembridge because there was no breakfast club or after school care which the family needed. Whilst in the past the school has been unable to offer this care as there was not enough interest to make it financially viable a decision was made that a further survey will be carried out to establish if there is now a need for this.

6. Headteacher's Report

- The headteacher's report had been circulated prior to the meeting. There are 191 children on role two of these being Looked After Children. Their Personal Education Plan meeting had recently taken place to look at targets and how their pupil premium plus is being used. There are 18 children on the SEND register and the Headteacher has regular meetings with

the Education Welfare Service to ensure attendance remains a priority.

- Kevin Harcombe the Lead Learning Partner recently visited the school and issued a very good report. He spent the day with the Headteacher conducting a 'Learning Walk' around the school, observing the teaching of reading in classes, conducting a scrutiny of reading records and journals and listening to pupils reading. His main purpose was to explore the progress the school has made towards key school improvement priorities and the anticipated impact on future performance. He is due to visit again in January however Sandra has asked him to come in June to do some work with the new Leadership Team which will then be in post.
- The staff have met with the staff at Gatten and Lake to mutually share moderation on writing and ensure that the school's judgements are validated by external colleagues. The outcome was that the school's moderation was agreed. This exercise will be repeated in the future.
- Year 2 and Year 5 teachers are attending the middle leaders training.
- Mid-year pupil progress and results for EYFS, KS1 Yr 2 and KS2 Yr 6 were shared. This showed that all children are meeting their milestones. In response to a question from a governor the headteacher confirmed that KS2 in particular are helped with exam technique.
- Annual Safeguarding Audit – Headteacher is meeting with Sarika Braithwaite, Safeguarding Governor, this week to start going through the audit.
- Maths' Week – this went well with good take up by parents. David McCallum confirmed that he had attended lessons of both of his children and felt it was a very good event. The pupils were engaged and keen to learn.
- Key priorities were shared with governors as per the headteacher's report.
- EYFS – the class teachers are drawing up a plan in respect of the use of the outside space
- Reading -following last year's KS2 result, which was not as expected, children's reading has been a focus of the school.

4. Policies

4.1 Child Protection Policy and Child Protection Procedures

The policy and procedures have been updated to take into account the updated legislation "keeping children safe in education". Mrs Stapley is still named as deputy CPLO as she has attended the relevant training. When the new senior leadership team is in place they will attend the next training with the headteacher. All staff have read the new policy and have signed to say that they have done so.

Action: Governors asked to read the revised legislation [Keeping Children Safe in Education](#) .

5. Governor Training

5.1 Future Training -

Induction Jeni will attend Induction training in May and Clemma in January 2018.

RE in the Primary Curriculum – Anna Woods, Foundation Governor, will attend this training later this week.

Multi- Academy Trusts – Chair will attend this.

5.2 Feedback from Training

- Understanding the Primary Curriculum – Both Gordon and Sarika attended this training. Sarika reported that it was an extremely useful course with an excellent trainer. She will produce a brief report on the training to share with governors.
- Safeguarding 1 and 2 – Sarika has now attended this and will follow up with Safeguarding 3. She felt that Safeguarding 2 was repetitious however she recognised that as she has a background in social work this may have not have been the case for others.
- Effective Governor Recruitment – Barbara attended this and stressed the need for the

governing board to have a skills audit and be aware of its governors strengths and gaps in knowledge.

- National Funding Formula – Chair had attended this briefing and had fed back to governors.
- Discussion took place on the need to have a storage facility for governor information particularly where there have been handouts from training.

Action: Headteacher to speak to Data Information Officer about Governors having a secure access area on the school website.

6. Co-ordinator Visits

- Early Years – report had been circulated and there were no further questions.
- Science – David McCallum is due to meet with Mrs Hay, subject co-ordinator, tomorrow.
- English – Gordon Kendall has already carried out one visit to look at writing and this will be followed up by a further meeting this week to look at reading.
- Modern Foreign Languages – Jeni will take over the governor responsibility for MFL from Anna.

11. Correspondence

- Letter from Bishops discussed above

10. Any Other Business

10.1 Attendance – Headteacher will update Sarika on attendance when she meets with her regarding the safeguarding audit.

11 Date of Next Meeting

Monday 22 May 2017