



***‘Learning to love God, one another and ourselves’***

Governing Board of Bembridge CE Primary School  
Meeting held on Monday 9 October 2017 at 6 pm

**Attendees**

Alan Morris (Chair)	Co-opted Governor
Sandra Groocock	Headteacher
Anna Wood	Foundation Governor
Sarika Braithwaite	Parent Governor
Ben Wightwick	Parent Governor
Gordon Kendall	Co-opted Governor
Clemma Yardley	Staff Governor
David McCallum	Parent Governor
Jeni Gallagher	Co-opted governor
Barbara Clough	Local Authority Governor

**1. Apologies/Pecuniary Interests**

<b>1a Apologies</b> Amanda Bloor	Ex-Officio Governor
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Susie Simmonds has resigned as a Foundation governor with immediate effect. She has informed both Amanda and the diocese and they will liaise to appoint a successor.

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

**2. Minutes of Meeting held on 3 July 2017**

**2.1 Accuracy**

Agreed

**2.2 Matters Arising**

- **Wraparound Care** – there has been a significant interest in a breakfast club. This will be organised by Windmills on behalf of the school. There have been some concerns raised by parents about whether there will be sufficient room at Windmills.
- **Broadband** – decision has been taken to continue with the present provider but with some improvements to ensure that Wifi is effective throughout the school.
- **Welcome Service/Harvest Festival** – these two events were combined very effectively. The PTA provided the money for prayer books for each child joining reception.
- **Staffing** – Mrs Shadbolt is the new part-time reception class teacher and Ms Neil is a newly qualified teacher for year 3. Mrs Howells has joined year 4 as a Teaching Assistant.
- **Multi Academy Trusts** – the Catholic Diocese has taken a decision not to go ahead with a MAT on the IW based on the fact that this appears to no longer be a priority for the government. Governors will regularly consider if academy status is better for the school.
- **Caterlink** have been appointed as the school’s new caterers. They are using local produce and so far the feedback has been good.

### 3. Feedback from the Executive Committee

Unfortunately the Executive was not quorate but the Chair, Headteacher and School Business Manager met and discussed the financial position. The SBM report and the Income and expenditure statements had been circulated with the agenda. Unfortunately the pupil premium is less than had been budgeted for however we have an extra 10 children than anticipated and this will make a difference to the budget of £30/40k with 200 children on roll.

Under the new funding formula the Island will receive slightly more money than previously however this will go to the Local Authority to distribute to schools.

The pirate ship has been repaired and is in use.

The school business manager is looking into the cost of extending the car park.

**Executive Committee Terms of Reference** - Amendment to be made to the TOR under the financial monitoring section to read **“To receive at least termly budget monitoring reports produced by the school business manager in conjunction with the headteacher”**

**Parent Governor** – Jo Seward has been elected as a parent governor. She has children in Reception and Year 1. Alan is due to meet with her this Friday.

**Local Authority** - Barbara is planning to leave the GB at Christmas after 20 years as a governor. Someone with early years experience has put their name forward and Alan will also meet with her.

**Headteacher Performance Management** – Amanda and Jeni have both received training in this and will join Barbara and Gordon when this takes place on 15 November.

### 4. Headteacher's Report

- **EYFS** – it is anticipated that we will be above the national level of expectation.
- **Year 1** – There has been a continued improvement in phonic screening this year with 88% meeting the required standard. Two SEN pupils did not meet the required standard and of the 3 disadvantaged pupils 2 met the standard and 1 did not.
- **Year 2 Phonic Screening** of the 5 pupils who did not achieve the expected standard last year 80% have now achieved this. This included 1 of the 2 SEN children, the 2 EAL pupils and 2 disadvantaged children.
- **Year 2 – National Curriculum Age Related Expectations 2017** – of the 23 children -17 children are working at the expected standard for combined reading, writing and maths. Of the 6 that are not 2 are considered disadvantaged, 2 have special educational needs and 2 are EAL. Ten children are working at greater depth standard in reading and 8 in maths. Writing will be a focus to ensure that children are able to work at greater depth standard. Results have been externally moderated and confirm that the teacher assessment, based on the Interim Framework standards and National curriculum tests for year 2, was correct. The difference between these results and milestone data relates to specific needs of new pupils to this cohort.
- **Year 6 – National Curriculum Age Related Expectations 2017 Teacher Assessment** – Cohort of 29 - In 2017 the percentage of children attaining the expected standard and above in reading, writing and mathematics combined was 66% compared to 61% nationally and 55% locally. School progress measures for 2017 of reading at 1.7, writing at -0.4 and maths at -2.04 indicate that writing and maths must continue to be key priorities for this year. The

reading results have gone up by 29% to 86%. SEN children are making progress but not meeting age related expectations. This will be one of the areas for improvement that will be included in the updated School Improvement Plan. The headteacher outlined the priorities and how these would be managed.

The new SENCO for the school is Sarah Luke. She is an experienced SENCO and part of her role will be to track the achievements of SEND. This will be in addition to the responsibilities of the class teachers.

In response to questions from governors the headteacher explained about the importance of teachers knowing the make up of her class and their individual needs.

Governors will take part in the learning walks.

The involvement of the now established senior leadership team will help in the implementation of the school improvement plan. The revised school improvement plan will be included on the next governing board agenda.

## **5. Collaboration Agreement**

The revised collaboration agreement was discussed and agreed. The clerk will confirm this to governor services.

## **6. Code of Conduct**

The code of conduct was discussed and agreed.

## **7. Policies**

- Staff Disciplinary Procedure
- Supporting Children with Medical Conditions
- British Values
- Staff Code of Conduct

The above policies were discussed and adopted. The clerk will arrange for them to be placed on the school website.

## **8. Governor Training**

### **5.1 Feedback from Training**

- Jeni reported back on the Headteacher Performance Management training that she attended with Amanda. She felt the training had been very good and she and Amanda will take part in the Headteacher Performance Management with Gordon and Barbara. The schools new LLP is Jane Wilson and Bembridge is one of the 12 schools which she oversees. She will share good practice and give advice to the school.
- IW chairs of governors are meeting on 21 November.

## **6. Co-ordinator Visits**

**6.1 ICT** – Sandra will follow up on what happened to Ben’s ICT report that was sent to the teacher co-ordinator.

**6.2 Looked After Children** – Sarika will re-arrange this visit by observing the work carried out by Penny Crossley.

**6.3 Early Years**– visit to take place during November.

**6.4 English, Maths** - visits need to take place in November/March/June as these are key subjects.

**6.5 PSHE/RE** – Anna will liaise with Sarah Crossley

<b>6.6.</b>	<b>Music and MFL</b> – Jeni agreed to take on music and will also arrange her MFL visit with Alison Holbrook.
<b>6.7</b>	<b>SEND</b> - Sarika agreed to also take on SEND and will meet with Sarah Luke.
<b>6.8</b>	<b>Maths</b> - Alan will ask Jo Seward if she is willing to take on Maths.
<b>6.9</b>	<b>ICT/PE</b> - co-ordinators still needed for these subjects.
<b>11.</b>	<b>Correspondence</b>
	None
<b>10.</b>	<b>Any Other Business</b>
<b>10.1</b>	In response to a question from a governor the headteacher clarified that her assistant headteachers each take on this role on a part-time basis with one leading on KS1 and the other on KS2.
<b>11</b>	<b>Date of Next Meeting</b>
	<b>Monday 27 November 2017 – 6 pm</b>

<b>GOVERNOR MEETING DATES FOR 2017/18</b>	
<b>Autumn Term</b>	Tuesday 5 September – Friday 21 December (4/9/17– Staff only)
<b>1<sup>st</sup> Governors’ Meeting</b>	Monday 9 October 2017 (Executive – Monday 18 September)
<b>Half Term</b>	Monday 23 October – Friday 27 October
<b>2<sup>nd</sup> Governors’ Meeting</b>	Monday 27 November 2017 (Executive – Monday 13 November 2016)
<b>Spring Term</b>	Thursday 4 January 2018 – Friday 29 March 2018
<b>3<sup>rd</sup> Governors’ Meeting</b>	Monday 5 February 2018 (Executive – Monday 22 January 2018)
<b>Half Term</b>	Monday 12 February 2018 – Friday 16 February 2018
<b>4<sup>th</sup> Governors’ Meeting</b>	Monday 19 March 2018 (Executive – Monday 5 March 2018)
<b>Summer Term</b>	Monday 30 March 2018 – Monday 23 July 2017
<b>5<sup>th</sup> Governors’ meeting</b>	Monday 14 May 2018 (budget agreement) (Executive – 30 April 2018)
<b>Half Term</b>	Monday 28 May 2018 – Friday 1 June 2018 (Bank Holiday Monday 7 May)
<b>6<sup>th</sup> Governors’ meeting</b>	Monday 2 July 2018 (Executive – Monday 18 June 2018)