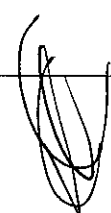


St Paul's C of E V C Junior School
Minutes of the Full Governing Body Meeting
 Date: 19.12.2017
 6:00 pm

Item		Action
	Clerk: Tracey Roberts Present: Chris Partridge, Julian Thompson, Nathan Young(SDP), Anna Muggleton, David Fingleton(SDP), Greg Byrne(SDP), Sally Jefferies, Sarah Ware(SDP), Karen Francis(Safeguarding & SDP), Matt Amos, Cliff Brown, Hayley Green, Mark Hood	
001	Prayer Given by JT	
002	Apologies AO via JT	
003	Absent Magdalena D, Michael Gould Letter to be written to Magdalena asking for conformation that she wishes to continue as several meetings have been missed - TR	
004	Welcome New Governors Welcome to Matt Amos – New Co-opted Governor & Anna Muggleton (Staff Governor)	
005	Pecuniary Interests No new interests declared CP no longer involved with any member of IDN	
006	Minutes of last meeting All agreed and signed by JT	
007	Matters Arising including going through actions from the minutes Single Central Register – Item 12 – still being updated. TR will prioritise in January BWMAT – Item 17 – paperwork had been signed by the Governors and is awaiting confirmation by DfE.	
008	Pupil Progress Update CP – staff now competent on SPTO. Working well Aim to have parental access by the end of the academic year to compliment the handwritten reports	

[Handwritten Signature]
8/13/18

Item		Action
	<p>Autumn Term baseline data now available. New graph shows baseline data and achievements and can be used to identify individual progress / under achievement.</p> <p>This allows comparison between progress and teaching classes therefore allowing support to be put in the right place.</p> <p>Attendance being monitored closely. New initiative of a bike voucher prize at the end of the academic year. All pupils with 98.5%+ attendance will be entered into a 'lucky dip'. Prize for 1 x Lower school pupil & 1 x Upper School pupil.</p> <p>Recent pupil progress meetings went well. Aim is to achieve the following:</p> <p>55% of Year 3 to have reached age related expectations by the end of the academic year. 65% of Year 4 to have reached age related expectations by the end of the academic year. 75% of Year 5 to have reached age related expectations by the end of the academic year. 85% of Year 6 to have reached age related expectations by the end of the academic year.</p> <p>JT – questioned why more children are not currently reaching their age related expectations</p> <p>CP – this is due to:</p> <ul style="list-style-type: none"> • Starting levels at entry in Year 3 (previously discussed) • Confidence and maturity in year 3 is holding them back. Time will improve this • Ned to make up for this starting shortfall • Data only shows Autumn Term so far • Evidence of baseline data show inconsistency. <p>SJ – hoping that Year 4 will make accelerated progress in Spring Term due to targeted support.</p> <p>Login details to be given to all Governors to access SPTO software.</p>	
009	<p>Governor Responsibilities</p> <p>All agreed – separate document.</p>	
010	<p>SDP Currently on Version 5</p> <p>Authors of SDP: SW,NY,GB,DF,KF – DF (ICT), AM (G&T)</p> <p>Maths (NY)</p> <ul style="list-style-type: none"> • taken over from LP • progress is good. Above national average • consistency in planning and teaching with flexibility • encouragement of children but also on parents 	



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	<ul style="list-style-type: none"> • parental workshops to encourage parental responsibility to learning • big push on reasoning for higher level pupils – explanation & justification <p>JT - most of the key task appear to be ongoing. Would it be better to have a finish time. It could be used as analysis for effectiveness of SLT in the future.</p> <p>GB thought it needed to be an ongoing target to see improvement.</p> <p>JT – improvement actions need to be reviewed / discussed and impact noted CP suggested the use of the SDP associated governors to implement this.</p> <p>MH suggested that SDP needs to be Key Points only and not points that need to be continually reviewed. Points need to be differentiated to extract real improvements.</p> <p>SJ /CP suggested the possibility of 2 SDP's (A&B)</p> <p>A = actions that are ongoing B = working document with tightly focused key point and priorities</p> <p>All agreed that this would be worthwhile. Authors to look at SDP and pick out key points.</p> <p>Focus points suggested:</p> <p>Maths(NY) – Reasoning & Parental Responsibility / participation Reading (GB) – Parental Responsibility for home reading Use of AR Home Connect Increase use of Library Buddy reading system Reading records – earning extra time if reading at home.</p> <p>JT – How can this be measured? GB – tests / quizzes on books that have been read at home.</p> <p>Writing (SW) – working on 'middle group' pupils to increase achievement Reignite excitement with writing. " competitions entered recently Spring Term 1 – visual stimulus Spring Term 2 – Auditory stimulus Summer Term 1 – Tactile stimulus</p> <p>JT – How can this be measured? SW – SPTO objectives and results will show progress</p> <p>Spelling (KF) – Spelling Bee competition 19.01.18 Fun ideas to engage in Grammar / Spelling Progression in non – fiction skills Using SPTO to track Grammar/Punctuation/Spelling with tests to support</p>	

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	<p>CP – Observations from Autumn Term have shown that TA's are a lot more confident with language and structure. Plan TA 'swap over days' so they can see the pace and challenges of different year groups</p> <p>Assessment(DL) – new GL assessments in Grammar, Writing, Reading, Maths & Science Allows tailor made tests to be produced on what the child has been learning. Testing has previously been termly but can now be as required. Can be tailor made to specific focus groups. Analysis is instant</p> <p>ICT (DF) – a supporting role to all learning. Plans to use the IT suite fully.</p> <p>G&T (AM) – Liaison with staff to identify pupils Whitstone collaboration Recording provision in SIMS with the help of MH so tracking can take place i.e Music talent, Science, Drama</p> <p>Curriculum (SJ) – passionate ethos Enhancement through Growth Mindset - Nathan Changing child's perception to learning – can't/won't comes from parents so needs to be changed. They can do anything they want More collaboration across the year groups</p> <p>Teaching & Learning (CP) – Teachers knowledge has improved Teachers challenging more Children taking more ownership of their learning outcomes</p> <p>Premises (MA) – updating Library Looking at developing the outside space by Lower School</p> <p>JT – Governing Body needs to challenge more but in a positive way. Need to ask more challenging questions and ensure they understand the data presented to them.</p> <p>MH – keen to how the engagement with parents benefits the child and the school. Feels as if everyone comes together.</p> <p>CP – Thanked all the authors for their hard work and commitment.</p>	
011	<p>Agree Standing Orders</p> <p>Agreed by Governing Body and signed by JT</p>	
012	<p>Urgent Business</p> <p>NIL</p>	

Item		Action
013	<p>Staff Changes / Leadership</p> <p>Governing Body updated re Chris Partridge secondment and new SLT structure.</p> <p>Thanks given by JT & CP for allowing it to happen</p>	
14	<p>Appeal Children Update</p> <p>CP updated Governing Body with recent admission appeals. 3 Year 5 pupils have been given a place on appeal. 2 with significant SEN. Appeal panel over ruled our decision not to admit as St Paul's was over PAN.</p> <p>In future Head Teacher and /or Governor to personally attend appeal meetings.</p> <p>Pupils moving from St Aldhem's at a fast pace. JT to discuss with AO as to reasons why.</p>	
15	<p>Finance Update</p> <p>Full update to be given at Finance meeting on 30.01.18 following production of Month 9 report.</p>	
16	<p>BWMAT Update</p> <p>CP starting 2 term secondment on 01.01.18.</p> <p>Unlikely that St Paul's will join before Spring 2019 due to increased workload of BWMAT.</p>	
17	<p>Any other business Policies</p> <p>NIL</p>	
18	<p>Date Of Next Meeting</p> <p>Next meeting changed from 16th January 2018 to THURSDAY 8th MARCH 2018</p>	

