



**BROAD OAK PRIMARY SCHOOL
Full Governing Body Meeting**

Date of meeting:

10th July 2019

Quorum: 6 (met at this meeting)

Chair: John Janulewski

Clerk: Jenny Adie

Pages: 5

Signed:

Date:

Present Governor	category	end of term	present(P)/apologies(Ap)/absent(o)					
			12/9.	11/12.	6/2.	21/3.	14/5.	10/7
Kim Burrell	Parent Governor	11/12/20	P	P	P	P	Ap	P
Alessandro Patti	Parent Governor	27/6/21	P	P	P	P	Ap	P
Debbie Plowman	Parent Governor	14/5/22	P	P	Ap	P	P	P
Jake Stoye	Parent Governor	21/5/19	P	P	o	Ap	term ended	
Kevin Corteen	Headteacher	ex officio	P	P	P	P	P	P
Lisa Walker	Staff Governor	14/1/22	P	P	P	P	P	P
John Janulewski	LA Governor	8/3/20	P	P	P	P	P	P
Mike Dore	Co-opted Governor	14/5/22	Ap	P	P	Ap	Ap	Ap
Ann Johnson	Co-opted Governor	4/5/22	P	P	P	P	P	P
Richard Osler	Co-opted Governor (Staff)	4/5/23	P	P	Ap	P	P	P
Chris Pyle	Co-opted Governor	25/11/19	P	P	P	P	P	P
James Wilson	Co-opted Governor	25/11/19	P	P	Ap	P	P	P

Apologies

Mike Dore; Ann Johnson to be late, Kevin Corteen to be late, James Wilson to leave early

Apologies formally accepted.

In Attendance

Clare Whiting	School Business Manager
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Jenny Adie	Clerk
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Part 1, standing items**2. Declaration of any Pecuniary Interests in the items on this agenda**

No Pecuniary Interests declared.

3. Minutes of the previous FGB Meeting, on 14th May

Minutes agreed and signed as a correct record.

3.1 Matters arising from the minutes

None.

4. Celebration of Successes**SATs results**

72% GLD, 10% higher than last year and above LA and national averages.

Early Years and KS1 results are in line with national.

Phonics: children achieved 82.4% against national 82%, with 15 new children coming into the year.

Reading is in line with national.

Writing is in line with Manchester but below national.

Maths is below national.

From their starting points this cohort have achieved very well, and progress is very good.

KS2

KS2 results came yesterday, SLT will have a detailed breakdown by September.

68% Combined, significantly more than last year; national is 65%.

Reading 78% Expected, 43% Greater Depth;

SPAG 84% Expected, 45% GD;

Maths 31% GD, above LA and national averages;

Writing 74%, 18% GD;

Congratulations from Governors on these results, this is a great achievement.

There will be fluctuations in data, depending on the cohort. Last year there were 5 children with EHCPs in Year 6, this year SEN is in line with national.

School had dips in results last year, they know why, but are back to normal this year.

Production

The production was a very high standard, the children will remember this. It is an opportunity for children to show other talents they have.

Thanks to those who work on the production.

Football

School is involved each year in the 'Every Colour' project. The children visit the Football Museum, and have other activities, then play in a tournament, the Broad Oak Team won every game and won the tournament.

School Summer Fair

(overlooked at the meeting, added afterwards for information)

The summer fair last Saturday raised £800 to repair our play equipment and to promote our outside learning environment. Thanks go out our parents/carers and the members of our local community for their support of our school.

5. Headteacher's News

Pupil numbers are static, a few in and out.

In the past they have had a Staff training day around Eid, families still took an additional day. They tried this year what would happen without the INSET Day, most families still took only one day, though some took more. There has been chickenpox in School so attendance is down to 95%.

PA numbers have increased, but children are being monitored; if the children with just below 90% attendance can keep attendance up for the rest of the term School will achieve the target of 5%. They need to keep attendance on the School Improvement Plan. They continue to work with parents. Children have to be off if they have vomiting or chickenpox but much illness absence is odd days with no serious infection. They need to get it right in Early Years and grow through the School. They will work slightly differently next year for class attendance, they have used extra playtime as reward and will keep this but will also have cumulative prizes for classes with continuing good attendance.

The House Point system works well, children in one class are in the same House

They will also be working on lateness after 9.30am. They will be reporting minutes of lateness to parents.

QA Report

The new QA is from outside Manchester, she is also an Ofsted Inspector. She asked questions of Staff, heard their answers then worked on what they needed to improve. She did not really want to use the proforma, and did not take notes; it was a good and useful experience.

Governors understanding is an area for development. They were able to give evidence of Governor involvement in some areas.

She said Governor Attendance was not on the website. Last year's attendance table is there, as required; minutes need to go up on the website to show this year's attendance.

Staffing

They have appointed an NQT, Rachel Jocelyn, she was a stand-out candidate in a strong field.

Ben Rowe from One Goal successfully applied for a HLTA position. He will be maintaining Forest Crew.

Catherine Robinson, SLO and TA, has decided to take early retirement, she will be a great loss.

Phil, the Crossing Patrol, is retiring, will not be replaced, the crossing has been downgraded, though School was not told this until they asked about a replacement. James Wilson has been putting-on pressure about this at Council, and has asked for temporary cover until assessment. KC has agreement to re-evaluating the situation in September. They will tell parents soon; if there is a lot of parent response they may collect responses and signatures for a petition to send to the LA. If the Crossing Patrol was not LA funded School would have to pay £6,000 a year to have it but does not have £6,000 spare, but without a Patrol there will be an accident at some point.

The Council has planned improvement works to the pavement and parking. The road is being narrowed. Cars will not be able to park, coaches will not be able to turn round. The School has not been consulted

(Ann Johnson arrived, 17.56pm)

Q. Will the planned changes cause tensions with residents?

Yes.

6. Governors' Committee Reports

Minutes and Terms of Reference sent out with papers.

6.1 Resources Committee 11th June

James Wilson reported.

6.1.1 Approval of the Resources Committee Terms of Reference

Governors agreed to accept the Terms of Reference.

6.2 School Improvement Committee 24th June

Debbie Plowman reported.

The Mental Health event went well, only about 8 attended but they were parents of younger children and they were very engaged. It was apparent how much work the School is doing, when it was reported. The focus was on well-being, touching on Mental Health; this is probably a more positive presentation for engaging parents.

Thanks to the Staff who presented.

(Kevin Corteen arrived, 17.13)

The Governing Body needs to review how Governors look at curriculum and its purpose, this is a change in emphasis. KC and JJ want Governors to have areas of interest, to visit the School to see how the School works with the curriculum. Data is part of this, but only a part. They would like Subject Leads to present to the Committee.

Q. About the English Lead?

Clare is on maternity leave. The area has been split into Writing and Reading, with two members of Staff responsible. Broad Oak moderates with St Paul's and Cavendish. Broad Oak's moderation has been commended in the past. They will be working on more children achieving Greater Depth. Writing structures are quite prescriptive, this works well with less able children but may be limiting some more able children. Standards are very broad, some is about interpretation.

The Maths Lead left last year, SLT have been covering. They have put out an internal advertisement and will have a member of Staff in place for September. Broad Oak has been accepted to join the Maths Mastery Hub from September. They will be working with a group of 6 schools, with a Key Lead based at Rolls Crescent. The Broad Oak member of Staff will be looking at how other schools work with Mastery. This may lead to change in AfL strategies in class. The Mastery approach says schools should be teaching different strategies to children of different abilities, and expecting children to apply them appropriately.

6.2.1 Approval of the School Improvement Committee Terms of Reference

Governors agreed to accept the Terms of Reference.

Part 2, In-depth section

7. Headteacher's Report what information do Governors need?

This came out of the QA Visit, they have been discussing for a few years what should be in the Report, the QA and Schelene Ferris said it should be what Governors want.

Q. Where does Attendance lie? On the Headteacher's Report? A report to Curriculum Committee? To a special group? Is there any feeling that it should be more of a central issue? Do Governors need to monitor it?

Reporting is useful, knowing figs and strategies, and being given reasons why some families cannot maintain good attendance, is informative.

It was suggested that sentences summarising strategic approach could be added. This would be clear information for Governors.

KC will do this. The PA data shows breakdown by classes, but this may not be useful information. Figures and notes may be better. They know they need to be careful with disadvantaged children's attendance, they have to focus on this group.

Looking at disadvantaged children who are PA, some of these are Lates, after 9.30am. They have discussed looking at whether PA associates with living at a further distance from School, but there is not a clear relationship. The biggest issue is illness, parents keeping children at home when they are only slightly unwell.

At its simplest: 'Is there an issue, what are we doing about it?'

Other schools may use Leads' reports for relevant areas, for example the Behaviour Lead to write on Behaviour issues. It was agreed that this will be done, KC will collate the Lead's reports.

Part 3, Outcomes

8. Summary plenary

JJ spoke about agenda structure, using this new structure to celebrate successes, receive Committee reports, raise any current issues for in-depth discussion.

It would be good to plan for the next meeting, Governors can then do advance work.

Views offered:

It is important to have an Action focus;

At a QA meeting they have a point in the minutes where they review the content and make notes of challenge, and points made;

We want a way of monitoring a vision-driven curriculum, of having outcomes.

9. Next meeting

9.1 Items for the next meeting

9.2 Commissioning of work to be carried out before the next meeting

10. Any other business

Parent Governor election

An election will be run at the beginning of next term, to elect a new Governor in time for the first meeting on 3rd October.

11. Meeting dates for next year

Thursday 3rd October, 5pm

Wednesday 11December, 5pm

Wednesday 26th February 2020, 6pm

Wednesday 22nd April, 5pm

Wednesday 8th July, 5pm