

MINUTES

Full Governing Body

St David's C of E Primary School

19th May 2015 at 5pm

| | | Action |
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| 1 | Welcome & Apologies Apologies received from Sheena Prout and Tracey Tyerman ML welcomed Dr Bruce McLure (parent) to the meeting as an observer | ML |
| 2 | Reconstitution Agreement on criteria for LA governor Co-option of Governors Deana Cushing Tracey Tyerman Sheena Prout Peter Lavers Mason Proposed by ML and seconded by LB. Agreed DC and PLM joined the meeting | |
| 3 | Election of Chair and Vice chair/s ML nominated as Chair by FB, seconded by DC. Agreed ML said that TT and WH had agreed to continue as Vice Chairs. Proposed ML and seconded by PLM. Agreed | |
| 4 | Approval of the minutes of previous meeting on 24 th March 2015 Agreed | |
| 5 | Approval of Part 2 minutes – moved to end of meeting | |
| 6 | Matters arising not covered in agenda Maths Report circulated in advance School Visits – document circulated to staff and now forwarded to Resources for approval New Visit form to be completed by Governors. Tested by LB and KT (see 14.1) Parent Survey – see item 9 HT Report Matters carried over from previous minutes Governor Induction – pack for new Governors to be circulated by WH | WH |
| 7 | Chairs Update Nothing to report | |
| 8 | Correspondence and Action Required ML reported to Governors on email received from a parent re Homework. (Email previously circulated to all Governors). FB had replied to this. ML said 2 principles to be considered by governors <ol style="list-style-type: none"> Should the school be coaching children for entrance exams to Grammar Schools? Are Governors satisfied that current Homework Policy is being followed? <p>TH said the school should be proud of the fact that children had achieved success in Entrance tests for Grammar Schools. It was agreed that the school is proud of a wide range of achievements shown by our pupils.</p> <p>FB said the children who had been offered Grammar School places had achieved success without additional coaching from staff at St Davids. She said there were no Grammar Schools in Exeter. It was school policy to teach all of the children to achieve their full potential. She added that the website for Colyton Grammar stated that schools are not expected to coach children for the entrance exams.</p> <p>TH asked if FB had replied to the parents. FB said she had and had told them it would be discussed by Governors as they requested,.</p> <p>ML said that the Governing Body wanted every child to achieve to the best of his/her ability and the school was committed to this.</p> <p>FB said that parents had asked for school to provide coaching of 1 hour a week.</p> <p>LB said that she did not agree with this and felt that all children should receive equal opportunities.</p> <p>ML said that all the gifted child and talented pupils should be given and were given additional opportunities such as G/T workshops. Other children were given catch-up and booster sessions according to need. FB said that the brighter children had been given booster sessions in Y6.</p> <p>DC said that all children have the opportunity to succeed, regardless of which secondary school they go to in Exeter.</p> | |

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| | <p>It was confirmed that the governors' policy was that all children should be treated in school in an appropriate way to achieve their full potential. No specific coaching for Entrance Exams would be offered.</p> <p>ML said that the recent Parent Survey had shown that the majority of Parents are content with the existing Homework Policy. She asked Governors if they were satisfied that the policy is being applied.</p> <p>PLM said that as a parent, he felt the amount given was satisfactory. He felt that any increase might be too much.</p> <p>FB said that the Parent Survey results had highlighted a couple of areas which needed to be explored further so a follow up survey on one of the areas, Homework, was being carried out. She said she was still collating responses to this follow up survey. FB said that the staff meeting on 4th June would look at responses to the Homework survey. She added that school needs to make sure that parents know what homework is. It can cover lots of tasks which are not necessarily formal written tasks.</p> <p>ML asked if copies of letters to parents were put on the website. FB said Newsletters were placed on the website but not letters. It was suggested that using both the website and paper copies could be considered.</p> <p>LB said the issue was difficult as Homework was an emotive issue. She said that some families did not like to have homework at weekends as this could encroach on family time. FB said that although 93% of parents were satisfied with current homework, the differing responses from parents was why the school was revisiting this subject. She would report back to the next T & L meeting.</p> <p>ML said she would reply to the parents who had written the original email outlining the Governors discussion and conclusions</p> | <p>FB</p> <p>ML</p> |
| 9 | <p>Headteacher's Report</p> <ul style="list-style-type: none"> Parent Questionnaire – full breakdown of responses by whole school and class on website. Responses circulated to governors <p>Main points of concern – homework, extra curricular activities for KS1, Behaviour Policy. FB said main concerns over Behaviour related to procedures and bullying. She said that staff needed to make sure that Rewards and Sanctions were consistent and children were also aware that action had been taken.</p> <p>ML asked if any work was done in PHSE re bullying. FB said work was done using the SEAL programme. There had also been a workshop with the NSPCC.</p> <p>ML asked if parents were aware of this work. FB said that they were informed through newsletters.</p> <ul style="list-style-type: none"> SATS – FB said that children had been very calm and handled the tests in a very mature manner. Results were expected on 7th July. ML thanked RS for his work with year 6 in preparation for these tests. <p>TH asked if the work carried out with the Gifted and Talented children had an impact on the rest of the class. FB said the work was done alongside other activities so RS was not taken away from the rest of the class. RS said that interventions had taken place with all the children to help boost their confidence, not just those aiming for L6.</p> <p>TH asked how the results were dealt with. FB said the children were not told directly but the results would be put in reports. Parents would then be able to come in to discuss the results. She said the emphasis was on stressing to the child the progress that they had made rather than the specific result.</p> <p>LB said that she was impressed during her recent visit by the way in which the more able children had given support to the less able children in the group</p> <ul style="list-style-type: none"> FB said the current curriculum topic was Rain Forests. Lots of photos of the trip to the Eden Project and follow up work were on display | |
| 10 | Reports from Committees/Working Parties | |
| 10.1 | Resources – minutes amended to show PLM's occupation | |
| 10.2 | Teaching and Learning – DC thanked staff for their hard work preparing children for SATS. RS said that Booster Groups would continue with Yr 5, | |
| 10.3 | Ethos – meeting held with Tatiana to discuss SIAMS Action Plan | |
| 11 | School Improvement Plan: Maths Action Plan update Full report given to T & L. Copy of report circulated to all Governors | |
| 12 | School Futures see Part 2 | |
| 13 | Safeguarding -Nothing to report | |
| 14 | Governors | |
| 14.1 | <p>Reports of Governor Maths Visits</p> <p>KT reported on recent visit to observe Maths. She said the children seemed very confident and had a good grasp of basic concepts. She added that the children seemed to be enjoying their work and were engaged all of the time. LB said that the children were involved in lots of different activities and these were support by equipment and visual representations. She had</p> | |

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| 14.2 | <p>trialled the governor visit report form. It was agreed this would be used for planned future visits</p> <p>KT also reported on Collective Worship. She said she was impressed by the way the Christian aspect had been combined with a non Christian story.</p> <p>DC said she had attended a staff meeting following the visit from Primary Academies Trust.</p> <p>PLM said he had met with JB to discuss the Primary Spaces Project. He said the contract should be finalised on 22nd May.</p> | DG |
| 14.3 | <p>Further Governor Visits in Summer Term – ML said she and SP would be making visits after the half term break</p> <p>Training – ML said that all Governors should endeavour to undertake the following; Induction or Refresher training, Safeguarding, Data handling. FB said that way in which Data was presented was changing and it might be best to wait and see what was happening.</p> | |
| 14.4 | <p>ML asked about Safeguarding training. FB said refresh training was carried out regularly in school which governors could attend.</p> <p>ML asked DG to circulate new guidance recently issued by DfE.</p> <p>Governance Action Plan Review – to take place on 14th July</p> <p>ML reminded Governors that it had been agreed that a newsletter would be sent out termly and we needed to do this after half term.</p> | |
| 15 | <p>Policies</p> <p>Staff Leave and Absence</p> <p>Shared Parental Leave</p> <p>Admissions Policy</p> <p>Home School Agreement – carried forward to next meeting as still to be discussed with staff.</p> <p>All other policies agreed</p> <p>Dr McClure left meeting at 18.05. WH joined meeting at 18.10</p> <p>The meeting moved to Part 2</p> | All |
| 15 | Date of next meeting- Tuesday 7th July | DG |