

Shirehampton Primary School Governing Body

Shirehampton Primary School



Learn, Aspire, Achieve

Headteacher: Miss L Munton
Deputy Headteacher: Mr S Futcher

St Mary's Walk, Shirehampton, Bristol, BS11 9RR Tel: 0117 9031447 Fax: 0117 9031448
 Email: shirehamptonp@bristol.gov.uk Governors Email: sps.governors@googlemail.com

www.shirehamptonprimary.org

Please forward any matters relating to the Minutes below to: **THE CLERK TO THE GOVERNORS - ELIZABETH JAHN**

FULL GOVERNING BODY 'MAKING LEARNING REAL' MEETING – TERM 4 **Held at the school on Thursday 15 March 2012 at 1.00pm**

MINUTES

PRESENT: Juliet Huddart (Chair) Warren Pickles
 Natalie Lane (Vice Chair) Joan Cox
The meeting was Louisa Munton (Headteacher) Lucy O'Brien
noted to be quorate Jan Pritchard Elizabeth Jahn (Clerk)
 Rebecca Golder

ITEM	MINUTE	ACTION
1	<p>Welcome & Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting. Apologies were received and accepted from Michele Daniels, Dawn Williams, Jo Carobene and Simon Futcher. The Chair advised that unfortunately Darren Brown had stepped down as a Governor due to work commitments.</p>	
2	<p>Attendance & Business/Pecuniary Interest Register</p> <p>Governors were reminded of their responsibility to declare interests; the Register was circulated and duly signed.</p>	
3	<p>Joint T&L and F&R Committee meeting for all Governors plus any other urgent FGB business</p> <p>The Chair's Report and draft Self-Evaluation Form (SEF) had previously been distributed. Governors discussed attendance at subject leadership team meetings and agreed that whilst Governors would welcome invitations from the SLT to attend meetings to continue developing partnership working, development of learning walks may be a more productive use of Governors' time. Governors asked the Headteacher to thank the SLT on their behalf.</p> <p>The APS Tracking Academic Year 2011-2012, Termly ARE Tracking Whole School 2011-2012, APS Group Monitoring Termly 2011-2012 – Reading, Writing, Numeracy, and SET Data APS 2011-2012 documents were distributed. The School Improvement Partner (SIP) recently visited the school to discuss pupil progress. The visit focussed on the progress of gifted and talented (G&T) pupils, Year 1 pupils, vulnerable pupils and the progress of pupils registered for free school meals (FSM). There was an issue with some staff assessments being too harsh with staff tending to keep to the lower scale of a judgement rather than the higher end eg if the work is 1A-2C some staff would input 1A instead of 2C. Staff are now developing their confidence re assessment so that they are not too cautious and the data gives a better reflection of pupil progress. Governors noted that teachers are very good at assessment and levelling and moderating within the school with colleagues; the school's data has also been validated however predominately, some staff may make a judgement based on only 1 piece of work rather than overall, ie if 1 piece of work is at a lower level then the overall judgement will be lower.</p> <p>More personalised learning is taking place and exam resilience is being developed and has improved through the sitting of SATS papers and the use of the Big Write. Pupils now have a better understanding of planning and are able to produce timed work etc.</p> <p>Governors raised concern that some of the data appeared to indicate that less than half of the pupils in Years 5 and 6 were at the minimum age related expectation (MARE) with only 1 Term to go before SATS; the Headteacher reassured Governors that the data indicated the number of pupils already at Level 4B whereas the targets are for pupils achieving Level 4. Approximately 70-80% of pupils are already working at Level 4. SATS Writing will be internally marked this year.</p>	LM

	<p>The financial outturn, February 2012, Governors Summary Budget Report, February 2012, Pupil Premium Expenditure 2011-2012, February 2012, Devolved Capital Account 2011-2012, February 2012 and School Fund Account 2011-2012, February 2012 had previously been distributed. The projected surplus is £28,503. Next year the school will receive more Pupil Premium funding.</p> <p>Governors were sad to note that the caretaker will be retiring at the end of this academic year. Governors asked for their congratulations to be passed on to the caretaker for being judged runner up in the Local Authority's (LA's) Best Caretaker Competition. Governors were invited to the caretaker's 60th birthday celebration on Thursday 12 July 2012 at 3.30pm.</p> <p>Governors discussed the establishment of the Parent Council and agreed that there needs to be clarity regarding the strategy and ensuring the model is fit for purpose for the school. An update will be requested upon the Deputy Headteacher's return to work.</p> <p>The Headteacher, Kate Lane, Simon Penrose and Amy Evans have undertaken training in parental engagement and engagement work is taking place. The recent Parents/Carers' Evenings were very successful with high attendance. The Chair will draft a Governor information flyer to hand out at the next Parents/Carers' Evenings; Governors were reminded to check and update their profiles as appropriate. It was suggested that the Governors' photo in the reception area could be moved to the same side as the teachers' photo so that it is more visible. The website is being developed and is being used more to provide information to parents/carers and the wider community.</p> <p>The Chair advised that the school has been informed that a representative from the Department for Education has requested a meeting with Governors and the Headteacher to discuss Academisation; the Chair is in the process of organising a date and it was agreed that as many Governors as possible should try to attend. Governors discussed Academisation and noted that the Working Group had investigated possible Academisation but had agreed that it was not in the best interests of the school at this time. The Working Group had identified a clear vision for moving the school forward which was fully supported and agreed at the last full Governing Body meeting, however, Governors agreed to attend the meeting with the DfE representative if possible, to listen to the information provided.</p> <p>The Chair advised that two prospective parents had been nominated for the Parent Governor vacancy; after careful consideration of the applicants, Governors agreed that it would be extremely beneficial to the Governing Body to appoint one of the parents as a Community Governor as both candidates have a wide range of skills which the Governing Body and school could benefit from.</p> <p>Governors were pleased to note that the Headteacher had received baby trees from the Evening Post following submission of request forms by parents/carers and pupils.</p> <p>Governors discussed the earlier training session on learning walks and the trial learning walk that had taken place. Governors agreed that it had been positive. An example of the feedback discussed following the walk was demonstrated for Governors who had not taken part.</p>	<p>JH All</p> <p>SF</p> <p>JH All MD</p> <p>All</p>
<p>4</p>	<p>Forthcoming Dates</p> <p>Dates & Times of Next Committee Meetings: Finance & Resources: Monday 30 April 2012 at 10.00am Teaching & Learning: Monday 16 April 2012 at 3.30pm</p> <p>Date & Time of Next FGBM: Thursday 17 May 2012 at 4.45pm</p> <p>Date & Time of Next Association of Bristol Governors' Meeting: Wednesday Tuesday 19 June 2012, 6.30-8.45pm</p>	

Minutes agreed by the Governing Body and signed by the Chair of Governors:

SIGNED: **DATE:** 17 May 2012