

Minutes of the Morley Governing Body meeting, Monday 18th March 2013

Present: Antony Carpen (AC), Becky Grover (BG), Charlotte Hull (CH), Emma Linney (EL) (Clerk), Helen Devlin (HD), James Carnegie (JC), Julie Gawthrope (JG), Kate Allan (KA), Larissa Athey (LA), Lindsay Fournier (LF), Michael Catchpool (Head - MC), Nicky Odgers (NO) (Chair), Nicola Rotton (NR), Pamela Douglas (PD), Philip Colligan (PC), Rachel Calder (RC), Roger Healey-Dilkes (RHD)

Apologies: Andrew Sweasey (AS), Caroline Louth (CL), Kay Blayney (KB), Lindsey Webber (LW), Matt Casey (MattC), Sarah Seed (SS).

Main points discussed	Decisions and Action	when	by whom
<p>1. Apologies for absence Apologies were received and accepted from AS, CL, KB, LW, MattC and SS.</p> <p>2. Notice of Any Other Business Head: Circulation of leaflets NR: Gardening NO: Multi Use Games Area LW: Security at ASC PD: PE in schools SS: Morley Matters article on finance and funding NO: Maths data in last Head's report</p> <p>3. Minutes of the last meeting The minutes were accepted as a true record and signed by the Chair.</p> <p>4. Matters Arising as agenda docs except: SS is still in the process of contacting local councillors SS NO, MC, AS, PC and Tim Fox are meeting for a Buildings Committee meeting on 17th April Safer Working Practice sign up sheets – some are still outstanding. Please sign and return to the Clerk.</p> <p>5. Correspondence None.</p> <p>6. Register of Pecuniary Interests No new declarations were made.</p>	<p>Sign SWP sheets</p>		<p>All</p>

7. Headteacher's Report

The Head presented key points to his report.

A GB asked for more information on attendance.

Head: The school follows up any child whose attendance drops below 90%. There are approximately six children who have regular attendance issues. These tend not to be related to taking holidays in term-time but sickness and other issues. The Deputy Head is taking a robust stance with these families and the EWO is pleased with the school's approach. There has been one court appearance and the EWO has also issued fines in relation to one on-going attendance concern. The main issue for the Head is requests for term-time holidays. It is worth noting that while the school is currently in the top 40% of schools for attendance, there was a considerable amount of sickness in the autumn term, which will have an impact on this year's figure.

NO: the new Ofsted 'school dashboard' shows attendance figures for schools and allows GBs to make comparisons.

A GB asked whether the declining economy was having an impact on children with regard to healthy eating and the cost of food.

Head: This is unlikely to be an issue in the Morley catchment area, however the school nurse does come in regularly and this is an issue which could be pursued if it is felt that it is becoming significant.

There were no further questions or comments.

8. Head's SIP review

Target 1: Achievement for All

It was noted that the latest data is not available until after assessments have been carried out this week. However, anecdotally, the Head has some encouraging stories regarding pupil progress, including examples of accelerated progress.

The structured conversations with parents have been very useful in terms of teachers' understanding parents' anxieties, and finding ways to work together to support their children.

Feedback from the external consultant supporting the school the A4A programme has been positive, particularly in terms of the 'learning focussed environment' evident throughout the school.

A GB: How have the structured conversations impacted on teacher workload?

Head: Teachers are given release time to do this, so it's not extra work per se.

A GB: What is the impact on the children when the teacher takes time out of the classroom?

Head: The structured conversations only take up to an hour at a time, so the impact is not significant.

Target 2: Quality of teaching

The visit relating to this target is taking place on 20th March.

The Head recently completed lesson observations using the new, stricter Ofsted framework, and there has been a drop in lessons marked as good and outstanding.

<p>A GB: What impact has this had on teachers? Head: It has been difficult because some teachers who have previously had their lessons graded as 'good' are now being told that they need improvement. This SIP target is a challenging one, but we are still aiming for it.</p> <p><u>Target 3: Reducing the discrepancy between reading and writing attainment:</u> Again, up to date data will be available at the end of this week.</p> <p><u>Target 4: Leadership and management:</u> Phase Leader meetings are ensuring pupil progress stays high profile, as well as helping to improve the quality of teaching and learning across the school; this are issues which are regular agenda items in Phase team meetings.</p> <p>A GB: When was the Phase Leader structure introduced? Head: The autumn term, and the role is still being developed. It is ensuring consistency, as well as giving time for phase-specific learning such as phonics in Phase 1.</p> <p>A GB: When does the Head meet with the SLT? Head: Weekly</p> <p>A GB asked for more detail in the Outcome/Impact column of the Head's report, for example 15th Jan: Strategies discussed to overcome barriers to learning – it would be interesting to know what the strategies are. Head: The details are in the phase meeting minutes, or can be found in the section on teaching and learning. The Head will however look at how to provide the GB with clearer evidence.</p> <p><u>Target 5: Phonics screening test</u> There was a detailed discussion about this at the Curriculum Committee meeting on 25th February. Practice screening tests with Y1 have already resulted in a 78% pass rate. Teachers have worked hard on this as a team, sharing practice and watching lessons; working with parents; and looking at ways to engage boys in particular. LF noted that the Y2 children who did not pass last year have now done so.</p> <p>A parent GB: The new, weekly letters home to Y1 parents are fantastically helpful. A parent GB: daytime learning sessions for parents are sometimes difficult to attend for working parents. BG: The times of sessions don't always meet every need but staff will look at holding sessions at different times, day and evening.</p> <p><u>Target 6: Challenging more-able learners:</u> There were no questions or comments.</p> <p>9. SIP visits Visits to monitor SIP targets on phonics, more able learners and developing the quality of teaching will happen this term. Visits to monitor the other three SIP targets will happen in the Summer term.</p> <p>10. SIP emerging priorities None were noted.</p>			
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<p>11. Committee minutes <u>Finance (31st January)</u> No questions or comments</p> <p><u>Facilities (23rd January)</u> No questions or comments</p> <p><u>Pay and Personnel (28th January)</u> No questions or comments</p> <p><u>Curriculum (25th February)</u> There was a discussion about the Pupil Premium for the benefit of new GBs. The Curriculum Committee is monitoring the impact the Pupil Premium is having on FSM children. At the last CC meeting governors were given data on progress of FSM children in last years' Year 6. Gobs requested data for all children receiving FSM. The Head will report at the end of the year when full pupil progress and achievement data is available. Ofsted will almost certainly ask for this information.</p> <p>A GB: Who decides how money is spent? Head: The Head and the Deputy Head. It is not a significant amount of money as there are only 27 eligible children at the school. The Head has campaigned to increase take up by eligible families in the past but this resulted in only a few more children registering for the scheme.</p> <p>A GB: What is the criteria for receiving FSM? Head: it is related to certain social security benefits.</p> <p>A GB asked what the outcome was regarding the sharing of information on behavioural issues between teachers and clubs and societies. The Head has spoken with Tim Fox and, together, they are looking at how best to do this.</p> <p>12. Governor Development NO talked about the role of the GB in school self evaluation and self-improvement, having recently attended a training course. There is a need for all GBs to think about how we gather evidence on what is happening in the school. The GB split into groups and brainstormed under the 5 Ofsted inspection headings. This will be followed up at the next meeting, where the task will be to find ways for the GB to take more of a role in shaping the SIP for the next academic year.</p> <p>13.Preparing for Ofsted We can expect the next Ofsted inspection any time from the start of the summer term.</p> <p>A GB: Is there a list of questions GBs might expect to be asked? Clerk: Governor Services have one.</p> <p>A GB suggested asking a GB from another local, recently inspected school to come and talk about the experience and possibly do a 'mock' q&a with the GB.</p>	<p>Ask GS for Ofsted questions</p> <p>Explore possibility of mock Ofsted inspection</p>	<p>ASAP</p> <p>ASAP</p>	<p>Clerk</p> <p>NO</p>
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<p>NO presented a document showing school performance data for the last three years, colour coded red (below the national average), yellow (up to 4 points above), light green (better than 5 points above) and dark green (significantly above). The Head noted that Ofsted are particularly interested in any SIG-/SIG+ scores. It is important that GBs understand and can explain this data.</p> <p>There was a discussion about the document and how the data had been calculated. The Head explained the significance of the Value added score.</p> <p>A GB asked what keeps Morley from having an even higher VA score. Head: There are a number of factors which can impact on Value added scores; for example, some schools have more EAL children who can often make up to 3 levels of progress between Y2 and Y6, which would result in a higher VA score.</p> <p>NO has arranged for an In-house training session on understanding data on Monday 15th April from 7-9pm and encouraged GBs to attend.</p> <p>14. Finance and Fundraising JC suggested pooling ideas on what the GB would buy for the school if money were no object, and then looking for funding opportunities. A GB: The children should be asked for ideas, too.</p> <p>15. Safeguarding SS has carried out the annual safeguarding monitoring visit, and has still to write it up.</p> <p>16. Approve Y6 residential trip The GB approved the Y6 residential visit to Aylmerton on 14-16th June 2013.</p> <p>17. AOB <u>Multi Use Games Area (MUGA):</u> Tim Fox is looking into whether it would be beneficial to finance and install a MUGA now, before any additional building work is scheduled. He will ask the County Council if this would have any impact on what they would fund at a later date. The GB agreed in principle to raising funds for this.</p> <p><u>Morley Matters:</u> SS is writing an article on school funding and finance; she would like to include a note about the planned building works. The GB agreed that parents should now be made aware of the proposals.</p> <p><u>ASC safety:</u> LW has raised concerns about the main school gate being left unlocked after school. The Head confirmed that the procedure is to lock it before ASC children use the rear playground, but he will check this is the case.</p>	<p>Put together spending ideas</p> <p>Safeguarding visit write up</p> <p>Confirm ASC playground safety</p>		<p>JC</p> <p>SS</p> <p>Head</p>
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<p><u>Leaflets:</u> The GB decided the matter of whether or not the school should be circulating leaflets from third party organisations to children was an operational one. It was noted that the school does not receive payment from external organisations for doing this.</p> <p><u>Maths data anomaly in the Head's report to the last meeting:</u> The Head confirmed this was not a typing error; but that the pupils who were struggling are now getting extra support and progress should be back on track by the end of this term.</p> <p><u>PE funding:</u> PD asked about the implications of the recent news release regarding PE funding. Head: Schools haven't received any information as yet.</p> <p><u>Gardening:</u> NR is starting some gardening work at the front of the school and hopes to continue with some additional planting at the back if funding allows.</p> <p>18. Date of next meeting: Tuesday 7th May (budget sign off) Committee minutes: P&P (22nd April) Documents to the Clerk by <u>Thursday 25th April</u> please.</p>			
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Future points to be discussed			
Notes for other committees	Suggested action		
<p>Abbreviations:</p> <p>SIP School Improvement Plan</p> <p>ASC After School Club</p> <p>A4A Achievement for All</p> <p>EAL English as an Additional Language</p> <p>VA Value Added</p> <p>EWO Education Welfare Officer</p>			
<p>Dates of future meetings:</p> <p>7th May 2013 (Nb this is a Tuesday) BUDGET SIGN OFF</p> <p>8th July 2013</p>	Comments / Agenda		

All decisions pay due regard to the school's equality policy and the Equality Act 2010.