

ORSETT CHURCH OF ENGLAND VOLUNTARY AIDED SCHOOL

SUMMER TERM MEETING OF THE GOVERNING BODY MINUTES

Date 6th July 2016
Time 5.30 pm
Place School
Clerk Heather Hughes [TEL:07762706019]

Present: Shelley Jones
Laurie Eve
Simon Lloyd
Yvonne Fernside-Still
James Dickson
Julie Pritchard
Lorraine Robinson
Jackie Wood

1. APOLOGIES

Diane Barrick, Lynn Bennet have work commitments. Rachel Spink was visiting her new school. Governors accepted the apologies. .

2. NOTIFICATION OF ANY OTHER BUSINESS

Residential visits
Strike update
Appeals update
Staff Governor Update
Parking update.

3. DECLARATION OF BUSINESS INTERESTS (PECUNIARY AND PERSONAL INTERESTS)/CONFLICT OF INTEREST

None noted

4. MEMBERSHIP OF THE GOVERNING BODY

- a) Authority
- b) Community
- c) Parent Governor Vacancy Governors noted that this is to be mentioned in the newsletter before the end of term.
- d) Staff Governor Vacancy SJ informed Governors that staff is to be notified of the process in September.

5. MINUTES OF THE PREVIOUS MEETING

To confirm the minutes of the Spring Term meeting held on 23rd March 2016. Governors agreed and ratified the minutes as a true record of the meeting and they were signed by the Chair.

Signed by:.....

Date:.....

Laurie Eve
Chair of Governors

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6. MATTERS ARISING

To consider any matters arising from the previous meeting not covered elsewhere in the agenda.

Item Number	Action	By who
2	Admissions Ombudsman update	SJ completed, appeal and training was held
4	a) Update from Thurrock Membership	JP
	b) Parent Governor advert update	SJ - September
7	Safeguarding issue update on discussion with LA	SL – Advised that the issue will be dealt with by the scouts. Also noted that they are not using the school premises.
13	Prevent link to LE	HHS - done
16	RE monitoring update	Completed
	Apprenticeships report	JW - completed

7. REPORTS FROM COMMITTEES

To receive the minutes of the following meetings of the Standing Committees:
Curriculum Committee 15th June 2016

Question asked as to who was taking over the lead for Science and English and the other subjects due to staff leaving.

SJ advised Governors that she will be discussing with staff and will advise before the new term starts in September.

SJ explained to Governors how teacher's terms and conditions allow school to have subject leaders.

Question asked as to how good the filtering is in school in line with e-safety?

SJ advised that it comes via Thurrock and was updated 2 years ago.

ACTION - Suggestion that SJ check filtering limit with Thurrock.

SL to visit with the IT technician on a Friday to discuss.

F, P, P & P Committee

8th June 2016 - Governors were happy to ratify the minutes

Admissions Committee

15th June 2016 - Governors were happy to ratify the minutes

Signed by:.....

Date:.....

Laurie Eve

Chair of Governors

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8. HEADTEACHER'S REPORT

To receive and discuss the report from the Headteacher.

Question asked about attendance meetings with parents.

SJ advised that it would not be before the end of the year.

Governors agreed it would start in September.

Question asked if a child has an authorised absence are they fined.

SJ advised that unauthorised absences are fined below 85% absence.

Governors noted that transition for year R, year 6 and in year children is being carefully monitored.

Fire drills have been taking place and a lunch time drill is due to be done in the spring term.

Personnel

Governors asked if the SENCO role on one day a week is enough.

SJ advised that it should be as the incumbent SENCO will use her in touch days for larger issues.

Question asked where the new teachers had been recruited from.

SJ advised that an NQT came through from Skitt. One teacher via an agency who has been working in a school for the last two years. The other two came from adverts.

SJ also advised that an apprentice TA had been appointed for September.

Question asked who Christine Tinkler was.

Noted that she was a consultant who worked with SLT last year.

Question asked as to what the metal festival was.

Governors were advised that it was to do with creativity in music, art etc.

Question asked about Nut allergies and if all the correct procedures in place.

SJ advised that the MDMS, Teachers and TA's are being EpiPen trained as part as INSET in September. Care plans will be drawn up with parents in September.

Question asked if parents put anything with nuts in lunch boxes

SJ advised that it has happened on a couple of occasions, but once parents were contacted they were happy with the explanation as to why nuts should not be in school.

Noted that Safeguarding training will take place on the 2nd September 2016

ACTION – HHS to check whether it is yearly for Governors.

JW arrived at 6.10pm.

ACTION - All Governors to use GEL to do an online course in safeguarding.

Question asked if the admission training has been logged.

ACTION - JP to ensure that the training record is updated.

Curriculum & Assessment

End of phase assessments shared with Governors. SJ explained to Governors the banding. SJ shared the end of phase external testing to Governors. Governors to note that the data was invalidated and unofficial at this point in time.

EYFS is above LA targets.

Year 1 phonics is above LA

Year 2 phonics is above LA

KS1 there is no national data. Governors were advised that this will not be available until September. SJ advised Governors that the school is above LA in all areas.

SJ advised that KS2 has had both Teacher Assessments and KS2 test.

The results have shown that the school has higher results than other schools in the LA.

The school has above floor targets in all areas apart from SPAG.

Question asked if spellings are still sent home for KS2.

Noted that it is happening on a weekly basis.

Question asked if pupils and parents were disappointed with their results.

Noted that yes there are disappointed children and parents.

Question asked if there are any children who took the 11+

SJ advised that yes there were and they passed the test.

Signed by:.....

Date:.....

Laurie Eve

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SENCO report - LR advised that the report was very detailed and that she felt more informed than she had previously.

SJ gave an explanation on LAC and ever LAC to Governors.

Noted that the uncommitted £122,733, is not on the finance report.

Question asked what UA is?

SJ advised that it means using and applying.

Question asked as to what is mastery in maths.

Explanation given on spread of differentiation, having greater depth and applying the Knowledge gained.

Premises

Question asked if the linking the fire alarm has been completed. Governors advised that quote Was £272 for a setup fee and then an annual fee of £200 to link to a call centre who will call the Fire brigade, the work is being carried out next week.

Complaints

Question asked if there are any trends as to why parents complain.

SJ advised that complaints are random, not same parents or reasons.

Parking in school, Thurrock has asked that the travel plan is written up. Suggestion that the Hospital is approached to have the car park open for ½ hour in the morning.

ACTION - JW volunteered to speak with the hospital.

JW apologised that the children from the school were in church when a baptism was going on.

9. SCHOOL DEVELOPMENT PLAN/SES is part of the Headteacher's report

Please see above.

10. POLICY REVIEWS

Dress code – Suggestion that staff have a school polo shirt for PE.

Discussion around the PE kit for children to be in house colours.

RE Policy – section 5 (music) to be corrected. 1.2 last bullet point – change challenge for nurture.

Staff induction policy – **Question asked if staff have a buddy.** Noted that yes they do.

Governors were happy to ratify the policies with the above amendments.

11. SAFEGUARDING/CHILD PROTECTION

Nothing to update. Audit needs to be done September 2016.

12. CHAIRS ACTION

LE advised that she was in communication with the school about the teachers strike action to ensure the school was compliant. Governors noted that there were 5 teachers who took strike action.

LE advised that the Risk assessment took place and was signed off.

LR left the meeting at 7.10pm. YFS left at 7.10pm.

Signed by:.....

Date:.....

Laurie Eve

Chair of Governors

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13. CHAIRS BUSINESS CORRESPONDANCE

None noted.

14. GOVERNOR MONITORING, DEVELOPMENT AND TRAINING

Noted that all Governors had completed Admissions training.

15. DATES/TIMES OF FUTURE MEETINGS

Governors agreed the following dates/times of meetings of Committees and the Governing Body for the 2016/2017 academic year:

Autumn Term 2016

Curriculum	16 th November	5.30pm
Admissions	16 th September	1.30pm
Finance	7 th December	5.30pm
Governing Body	7 th December	6.30pm

Admissions	20 th January	1.30pm
Curriculum	8 th March	5.30pm
Finance	22 nd March	5.30pm
FGB	22 nd March	6.30pm

Budget setting	10 th May	5.30pm
Admissions	19 th May	1.30pm
Curriculum	21 st June	5.30pm
Finance	5 th July	5.30pm
FGB	5 th July	6.30pm

16. ANY OTHER BUSINESS

SJ advised Governors that the residential to Belchamps for year 5 will take place on the 17th, 18th and 19th May.

SJ advised that Year 6 residential to Finborough Hall will take place from the 19th – 23rd June.

SJ advised that Year 4 sleepover will take place on the 21st April.
Governors agreed to the visits.

SJ advised Governors that the appeals took place last week, the outcome will not be known till Friday. Three appeals had been deferred. Four other appeals are to be heard on the 14th of July.

Question asked as to what would happen if the appeals are successful.

SJ advised that she would need to take into account spacing in classrooms etc. if that was the outcome.

Signed by:.....

Date:.....

Laurie Eve

Chair of Governors