

Minutes of the Federated Governing Board Meeting of Hevingham and Marsham Primary Schools held at Hevingham Primary School on Wednesday 10th July 2019 at 6.00pm

Present: Lydia Board (LB), Harvey Bullen (HBu) (Chair), Olivia Corfield (OC), Sam Gibbons (SG), Alison Maskrey (AM), David Hagan-Palmer (DHP), Sue Simmonds (SS), Moira Stansfield (MS), Chris Yates (CY), Andrea Loudoun (AL) (Notes)

ACTION

DHP opened the meeting by welcoming Ali Maskrey to the governing board as a co-opted governor.

77. Apologies for Absence – Hannah Banstead, Vicki Millington

78. Declarations of Interest - DHP is a governor at Buxton Primary School, OC is a governor at St Michaels Primary School.

79. Minutes of the Previous Meeting

Items 62 and 71 – HB should read HBu. The minutes of the previous meeting were agreed and signed.

DHP read out the confidential minutes from the extraordinary meeting held on 24th June. An item was added to the provisos and the minutes were signed. DHP stressed the importance of the items discussed being kept confidential.

80. Matters Arising

71. Equality Statement and Objectives – OC had spoken to HR and other schools about whether or not this was needed but received conflicting advice. The website review recently carried out showed this as a requirement so, after discussion, it was agreed that LB and OC would update the statement and decide on the objectives for the next year.

OC/LB

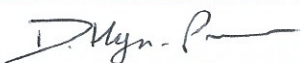
74. Governor Training Action Plan -

1. Vision and Ethos Statement – this was being worked on - to be completed by Spring 2020.
2. Pupil and parent questionnaires – these had been sent, the results summarised and sent to governors.
3. Wellbeing of staff – the questionnaires had still to be sent.

81. Sub Committee Reports

Teaching and Learning – the minutes from the last meeting had been sent to all governors. SRE – the discussion with parents would now take place next year.

Management – the minutes from the last meeting had been sent to all

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governors.

SG asked if the schools should be concerned about the Red RAG rating – OC explained this was due to training not being attended and why this was but was not of concern.

DHP asked about the deficit shown in the budget for years 2 and 3. HBu explained that this was because schools had received a pension grant for 2019/20 but did not know if it would be continued for the future years. This would be a problem for all schools and would be addressed once it was known whether or not the government pension grant would be continued in the future. A trial budget had also been produced showing the funding being provided.

82. Under 5s Provision

This was minuted as a confidential item.

83. Headteacher Report

The Headteacher report had been sent to all governors. LB added that following the results from the National Child Measurement Programme the schools were looking at how to use sports funding to help children keep a healthy weight. This included the possibility of an all-weather running track.

LB

Data

Governors were sent in advance results for EYFS, Phonics Y1 and retakes in Y2 and KS1 SATs. KS2 SATs results were released the day before the meeting so LB provided them at the meeting.

Marsham:

LB went through the figures explaining them in more detail. The KS2 results were distributed. Compared to national, Marsham is below target in all subjects and RWM combined, but all children had started the year with lower than expected achievement. Most children had achieved expected progress. Although attainment was low, progress was good. Marsham had too few children to count for floor standards.

Hevingham:

EYFS had achieved in line with national standards. KS1 - Any children not achieving expected levels would have interventions put in place.

KS2 – 2 children had not achieved expected in one area due to wobbles during testing. Progress had also been good at Hevingham and Greater Depth has increased.

As both schools results were below the national figures LB had asked Debbie Leahy what this may mean for the schools. Results were not due to bad

teaching or management. LB will let governors know if the schools receive a notice about the results but this would not be until September/October.

AM asked if all the results were as expected which they were.

HBU asked about the data for the children moving into Y6 and whether better achievement may be seen next year. LB explained that staff were already looking at the best way to teach Y6 next year as there would only be a small group of children at Marsham. Y6 may be taught at Hevingham from January with the class being split. OC felt that the choice of an extra teacher for this time may be better if whole days were offered for a contract rather than 5 half days.

LB wanted to record her thanks for the Y6 teachers for all their work. DHP added the governors' thanks.

MS asked how the house system was working. LB said this had been working well and pupils looked forward to seeing the results each week. From the questionnaires that had been sent out it appeared most parents and children were happy with the system.

DHP raised the matter of there still being problems with attendance. LB explained that Hevingham was on target but illness earlier in the year at Marsham had caused attendance to fall below target. There were lots of attendance panel meetings being held and every effort made to encourage parents to get their children to school.

84. SIDP

This would be updated for the Autumn term.

85. SEND


Governors had been sent the SEND Annual Report to Governors and the SEN Information Report. The Information Report would be added to the school website but not the Report to Governors.

86. Safeguarding

The Annual Safeguarding Report and the Safeguarding Compliance Checklist had been sent to governors. SS pointed out that the date under item 1 of the Compliance Checklist should read 2018. DHP wanted to say well done to all involved in safeguarding which was very good in both schools.

87. Annual Governance Statement

This had been drafted by DHP and sent to all governors who were happy with

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the report which would be put on the school website.

88. Trust Update

The next Trust meeting was scheduled for the 15th July.

89. Headteacher Performance Review

DHP reported that he and MS had carried out the Headteacher 6 month Performance Review and LB was progressing well. It had been agreed to have an external advisor for the full review.

90. Governor Monitoring and Visits

CY had met with SG to carry out a Maths and Data review. CY to complete monitoring form about this visit.
CY to visit Hevingham in 2 weeks to see maths in progress.
HBa had carried out monitoring of Nurture on 5th July. Report to be completed.

CY

CY
HBa

91. Governor Training

Training sessions for next year were available on the governor hub.

The in-school training session next year would be on safeguarding.

92. Dates for Future Meetings

Full Governing Board Meetings – all held at Hevingham at 6pm

Wednesday 9th October 2019

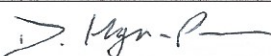
Management Committee – To be arranged

Teaching and Learning Committee – Thursday 3rd October 2019 at 4pm

93. Any Other Business

OC reported that, as suggested at the governor training, she had analysed the skills audit and that except for knowing your schools and community, all areas were covered by the governing board.

The meeting ended at 7.45pm

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