

Minutes of the Full Governing Body meeting held on 15 July 2015 at 7.30pm

Present:

Mr N Ablett (NA)	Mrs E Butler (ESB)	Mrs S Carlyon (SC)
Mr R Gibbs (RG)	Mr B Grimwood (BG)	Mr J Hartley (JH)
Mrs G Heath (GH)	Mrs D Plociennik (DP)	Mr J Roach (JR)
Mrs S Shan (SS)		

In attendance:

Mrs J Steward (Clerk)

1 Apologies for Absence

Apologies were received from Mr Armstrong and Mrs Blackstaffe and governors consented to their absence.

2 Declaration of conflict of interest

RG reminded governors that they must declare any conflicts of interest that may occur in the course of the meeting.

3 Notice of urgent items of AoB

There was no AoB.

4 Minutes of the meeting held on 18 March 2015

These were agreed as an accurate record of the meeting and signed by RG.

5 Matters arising

5.1 Item 10 – Governors asked for an update on progress with the proposed Family Room and were advised that the application for funding of £10k from the Lottery has been submitted and the outcome is awaited. The school will pay the additional £6k from its own funds.

5.2 Governor Visits – DP had not seen the Governors' Policy on School Visits and there was an action for her and JR to meet to go through the documentation together. They have done this and have amended the form to include possible topics for visits and the policy will be included in the Induction Pack. JR asked governors to send in a completed form or a written report when they have visited as this will go into the evidence file for OFSTED.

6 Headteacher's Report

GH commented that the report had made interesting reading. JR reminded governors that Pupil Premium pupils are now known as Disadvantaged Pupils or DP. JR was happy to report that the school has posted record results that exceed both the national average (NA) and Hertfordshire figures. These results would have given LHS an outstanding rating at OFSTED. Results for Reading at L2a and L3 and Writing at L2a and L3 stand out at KS1. Marie Harvey, the School Effectiveness Adviser, is a champion of what is being done at school: children arrive at LHS with low starting points and make accelerated progress in EY and KS1 and then make accelerated progress at the end of KS2 to achieve NA and above. The journey from start to finish is impressive and this is also true in respect of children who join the school mid-year.

BG supported JR's comments and added that Marie Harvey is both amazed and highly complimentary about the school's achievements. Many of our children do not arrive with

English. Our KS1 is a real success and the use of RWI has taken our results in phonics from 41% to 92% which is above NA and Hertfordshire. Credit should be given to all the staff including the TAs.

JR will send out final figures when the national figures are available. The focus with RWI is now to look at meaning and reading with meaning. JR reported that a different way of marking SATs papers at KS2 has been trialled and 13 papers have come back wrongly marked; the mark scheme was updated part way through and this has raised questions about the system. JR is expecting a small rise in L4 Reading and L5 Maths when papers have been reviewed. DP pupils are in line or exceeding non-DP pupils so are no longer an issue as a group and the AHT role is being dropped as it is not needed; all teachers are challenging and supporting the DP pupils now.

ESB added that this Y6 cohort includes one of the highest need cohorts that have gone through the school and the pupils would have been classed as School Action Plus (ie external involvement) and she praised the pupils and the teachers involved. All SEN pupils made expected progress ie 2 levels of progress, and some made 3 levels. The SEN TAs work very hard. However, Black African pupils are still vulnerable and are still a focus. GH felt that the comments from the Nurture parents were very encouraging feedback.

Curriculum is a key OFSTED focus and is a 3 or 4 year school project to establish completely. Staff are looking at English and using hot and cold tasks as a visual way of showing progress. Under Gemma Banks the children do a cold task with no prior teaching and teachers then analyse and plan both individual work and group work before the children do a hot task in their book. The hot task is then marked and staff can see the outcome of 5 or 6 weeks teaching. This approach will be rolled out across other subjects. JH asked if it generates more work and JR advised that the amount of marking and feedback has increased. The idea comes from Pie Corbett and is Gemma's interpretation. Governors should be able to see it and should be able to get from the children what their target is and teachers can see where the children are. The children's targets are in the front of their books.

Sandra Hadwin has worked at the school since 1988 and leaves at the end of term and governors thanked her for a long service.

Staff continue to support local schools and although this generates income for the school care is being taken not to overload the staff concerned.

JR reported that LHS is third in the Beat the Street competition which has captured the children's and other people's imagination. There is a presentation on Friday.

The format of the end of year report has been changed as a result of feedback from attendees at a recent Parent Council meeting. Teachers have found the new format more manageable.

RG thanked JR for his very comprehensive report.

7 Committee reports – update

7.1 P&R

Landlord's consent has been given and scaffolding will go up next with installation of the solar panels the following week. Governors asked if this was paid for from the British Gas grant and SC confirmed this was so and there is also partial funding for a replacement boiler that is more efficient and therefore will result in cost savings. Regarding Base funding, SC will continue to monitor the situation but take no further action. Outcomes of the review of Bases has been postponed again but the possibilities are to close all of them,

close the secondary bases or leave the situation as it is. It is probable that the primary bases will stay with a new SLA and the secondary bases will close. It is a very challenging situation for the staff to be in and is difficult for morale. The work of our base is very well received. ESB commented that it would take a year if the base at Francis Coomb was to close.

7.2 C&CC

DP and ESB have looked at the Home School Agreement and a sentence about not circulating complaints via social media has been added. Parents will be asked to sign the agreement probably in September.

8 Whole school data

This has been discussed under item 6.

9 School Plan

This was reviewed at the last C&CC meeting and has been reviewed by SLT; blue denotes updated information. JR apologised that the Plan was late coming to governors.

10 SEF

The SEF was updated for the C&CC meeting and will be updated again with the new data.

11 Disadvantaged Pupil Premium

The KS1 data for phonics shows that DP children exceeded both the school non-DP children and the NA, and this is the same for KS2. DP asked the response to the "menu" letter sent out to parents of DP children allowing them to "spend" £100. There have been quite a few responses that Ben McDonald is following up. She thought it would be a good idea to send the letter out with the parent packs which will go out in September. ESB has already signed up the parents of a child arriving in September. SC referred to the first quarter adjustments and advised that we could be +£5k in income because we did not know the LAC figures at the time of setting the budget and it could be PP3 funding in which case we must have evidence of how the money was spent and the money can only be spent on the named child.

12 Traffic Management Vicarage Road

RG recapped the situation so far and advised that there had been objections to the original proposed scheme that led to the school withdrawing its objection. There will now be an alternative trial scheme from October to the end of January 2016 followed by another consultation. Temporary measures will be put in place as part of the trial. The safety of the children remains of paramount importance and RG has written on behalf of the GB to express our disappointment about these changes.

13 Feedback from Staff Council

The annual survey has been sent to staff and feedback will be given at the September FGB **AP1 – Clerk for agenda.**

14 Feedback from Parent Council

The format of school reports and the Inclusion Policy were discussed at the Parent Council meeting. The mixing of classes generated some extreme reactions from parents and the rationale behind the mixing of classes was discussed. The Parent Council is recognised as a useful forum for getting parents' views but it is important to recruit additional parents to the meetings. People need to feel welcome at the meetings and JR stressed the meetings need to be about policy and not about "my child" so that they are constructive discussions that benefit all children. GH asked if the meetings are chaired and DP confirmed they are and that elections will be taking place in the new academic year; a strong leader is needed.

15 Governor Training

See committee reports above.

16 Governing Body Membership

16.1 Expiry of term of office – Bill Grimwood and Michelle Penny

Governors were pleased to confirm the re-appointment of Bill Grimwood as the LA Governor. Michelle Penny has been re-elected as Staff Governor. BG suggested that governors look at succession planning as he would like to start to hand across his responsibilities. BB will deputise for BG but as she is a personal friend of JR she would not be eligible to be involved in HTPM.

16.2 Parent Governor vacancy

Governors were pleased to appoint Lisa Cooper as a Parent Governor with effect from 15 July 2015.

17 AoB previously notified

17.1 Traffic Management

See above, item 12.

17.2 Radicalisation

RG had circulated a briefing document on Radicalisation prior to the meeting and stressed the importance of governors being aware of this issue. JR advised that he had trained a year ago on this and has the contact details of the Prevent Team. There will be a (free) 2 hour training session for staff and governors were invited to attend. GH has also attended training. Social media is a source of radicalisation and JH asked about a social media policy. ESB advised that the Acceptable Use and eSafety policies will come to the FGB in September. **AP2 – Clerk for agenda.** There are guidelines included in the Staff Handbook and all staff must sign to say they have received the Handbook.

18 Chair's remarks

RG reflected on the academic year that is coming to a close and thanked the strong leadership team of the school for their efforts this year. He has emailed all staff to pass on the thanks of the GB and ESB thanked governors on behalf of the staff.

19 Dates of forthcoming meetings

AUTUMN TERM 2015		
FGB	23 September 2015	7.30pm
P&R	1 October 2015	7.00pm
C&CC	8 October 2015	7.00pm
FGB	9 December 2015	7.30pm
SPRING TERM 2016		
P&R	4 February 2016	7.00pm
C&CC	11 February 2015	7.00pm
FGB	23 March 2016	7.30pm
SUMMER TERM 2016		
P&R	5 May 2016	7.00pm
C&CC	16 June 2016	7.00pm
FGB	13 July 2016	7.30pm

The meeting closed at 8.30pm.