

**Ashley Junior School
Full Governing Body Meeting
Wednesday 5th February, 2020
at 6.00pm**

Agenda

Present:

Ian Rix	Head teacher
Naomi Hutchins (NH)	Vice Chair Parent
Elizabeth Ward (EW)	Chair Partnership
Paul Cousins (PC)	Co-opted
Carla O’Riordan	Parent
Joanne Evans	Parent
Isabelle Pennycook (IP)	Co-opted
Tim Bradley (TB)	Local Authority
Emma Rand (ER)	Co-opted
Norman Bullen (NB)	Partnership
Lara Witney (LW)	Staff
Val Twiss (VT)	Co-opted
Fiona Wood (FW)	Partnership

In Attendance:

Lindsay Ratcliffe	Local Authority Clerk
Lorraine Henville	Associate Member

Minutes

Challenge **Support** **Impact** **Action**

1	Welcome and Apologies No apologies received. All were welcomed to the meeting. Meeting opened at 6.00 p.m.	
2	Declaration of Pecuniary Interests (Relating to this Agenda) None	
3	Minutes: 3.1 Approval of minutes : Last meeting was not quorate therefore governors discussed agenda items however no decisions were reached	
4	Matters Arising (not dealt with elsewhere on this Agenda) None	
5	Reports from Committees: Report from Curriculum Committee had been circulated prior to the meeting. Report from Finance was verbal as the meeting had been postponed until 5th February 2020 5.1 Finance Committee: <ul style="list-style-type: none"> • Governor training had been discussed. This is to be addressed by all staff in Item 8.2 • Budget had been reviewed and was in line with expectations • Update on Land Sale: this is a continuing process 	

	<ul style="list-style-type: none"> • Discussion of Pupil Premium . • Service Level Agreements were examined and it was agreed in principle to recommend to the FGB that AJS continues to purchase SLA's around School Library Services, HR Pay and Finance, Occupational Health and Staff Absence (teachers). Figures were examined around the same SLA for support staff, the cost would be £8000 and is not viable. It was also recommended that Governor Services (Training) and Clerking Services should all continue. <p>Following discussion, it was agreed that the above SLA's should continue.</p> <p>5.2 Curriculum Standards and Pupil Welfare Committee</p> <ul style="list-style-type: none"> • Presentation from English lead had proved to be interesting and informative. The full presentation is available to all Governors in Governor Hub. • Governor Visits: several were arranged • That the SLA (Governor Services) should be approved was discussed but forwarded to Finance Committee. <p>These minutes were approved, accepted and signed as a true and accurate copy.</p>	
6	<p>Headteachers Report:</p> <p>Documents had been circulated via Governor Hub prior to the meeting.</p> <p>Attendance/Numbers on Role:</p> <ul style="list-style-type: none"> • 260 full in 2-year groups • PAN 90 for current Y6 • Awaiting applications PAN to remain at 60 <p>Governors queried figures on the attendance report (94.8%) when both boys and girl's attendance was reported at the same level - 95.2%. It was explained figures were taken from SIMs and that 95.2% is current attendance.</p> <p>Absenteeism was discussed.</p> <ul style="list-style-type: none"> • All recommendations had been put into place from the adviser (attendance team) in the past. Unfortunately, this role no longer exists however the attendance team have been contacted. • Some suggestions have been made around improving attendance including letters which break down and explain exactly what and how much a child has missed to try to give parents a picture of the impact of the absence on the learning of their child. • More than 90 children achieved 100% attendance awards last term • HT has had discussions with other HTs – they all appear to have in place similar procedures <p>Governors enquired if the absence level at AJS was any different to other schools in the area?</p>	

AJS is above other schools when persistent absences are considered. The question was asked why the school should be held accountable for absences when all possible avenues had been followed and surely it is the responsibility of parents to ensure children attend school.

There is a need to work with parents. Home-school worker does follow all procedures.

HT stated that taking holidays accounted for a significant number of absences.

It was noted that 0.5 days absence per week results in 90% attendance, the loss of between 6 – 7 weeks education.

Half of the persistent absentees are PP.

There was discussion around SEND and the various categories within this.

Staffing was considered:

- 9 children in mainstream classes have EHCPs
- It has been necessary to recruit new LSAs: 2 have been recruited and are in post, one will join the staff after half term

Governors asked about the staff and how they felt about this new recruitment following the need to restructure in the previous academic year?

- Reasons behind recruitment had been explained and had been accepted by staff
- AJS Extra (after school club) there has been a number of applications for the assistant roles, but not for the manager
- Applications close after half term
- An apprentice LSA has been recruited; working in class during the morning and in AJS Extra during the afternoon.

Questions were asked about the proportion of PP children and had this increased or reduced when compared to previous years?

The proportion is lower than in previous years. This could be to do with fewer applications for Free School Meals (FSM).

Standards: there have been two visits to school from SD (Local Authority) and SC (Independent)

Reports from both were positive.

SD considered disadvantaged pupils. Looking at PP books, progress is insufficient.

Number of PP children at ARE is 48%, National Average is 51%.

Number of PP children achieving Greater Depth: 10% compared to a National Average of 5%.

It was acknowledged that it had been a difficult year

- Redundancies
- New staff
- Changes in working patterns

All of these have impact, the impact of the reduction of hours by SLT had been underestimated.

However, since November the team are becoming stronger, training has taken pace.

Observations have revealed there are no bad teachers at AJS although in some areas processes could be tighter.

Some observations were outstanding.

Consistency in some areas is lacking. Teachers take PPA time together. This should encourage conversation and increased consistency.

There will be a focus on Pupil Premium looking at

- Consistency
- Comparison of 3 PP and 3 none PP
- Within the team, share and look at work/progress of children in other classes
- Expectations

Predictions for the end of KS2 for current Y6 were discussed.

Governors acknowledged that teachers' predictions were usually accurate.

There are 4 children in Resource Provision

Y3 reading is pleasing. The use of Lexia is positive (IT programme)

Y4 spelling: generally pleased with progress made.

Interim review: Performance Management are due.

Parent questionnaire about transition was positive. 100% of those who responded agreed their child had settled into AJS. The only criticism was that more after school clubs could be provided for Y3.

Curriculum was discussed:

Jasmine Real PE: A governor had visited and observed the new scheme in action

- This scheme is skills-based teaching basic skills first
- Resources are good
- Sequential and the programme develops over time
- Observed from the start of term to the present day, progress is evident.

Plans for the wider curriculum were explained and that future plans consider intent, implementation and impact as well as cross curricular links.

These are in place for PE, Science and Geography.

	<p>English and Maths was discussed. Dot Lucas is working with staff on a document for Maths; the document was explained.</p> <p>Governors asked about how this is different and about Singapore Maths, Although some principles of Singapore Maths are good, this method was not successful at AJS.</p> <p>There has been some good training put into place for LSAs.</p> <p>Wellbeing:</p> <p>This is a pilot scheme which should be launched in September. Currently AJS is ahead of many other schools, but those who are part of the pilot always come away with something from the meetings.</p> <p>Landscape Project:</p> <ul style="list-style-type: none"> • There is an issue around the fence, it is in the wrong place at one end. The plans clearly reveal this to be correct. A complaint has been received from a neighbour. The fencing company should take responsibility as plans were clear. Planting of trees has been held up due to this. • Solutions: a higher fence could be erected or a dog leg where 4 posts are removed. • Some of the planting can go ahead • The work on the playground will not begin until the Summer Holidays as planning permission has not been received. • Quotes are in place for all work to be undertaken • A meeting with an expert on Forest School and a landscaper is to take place. <p>Community:</p> <p>AJS have been invited to sing at the New Milton Music Festival on Sunday evening of the festival Poetry Festival: 4th March World Book Day: an author will visit AJS Residential to Osmington Bay Parents Evening 18th/19th March. Governors offered to help administer exit questionnaire.</p>	
7	<p>Policies/Policy Review</p> <p>7.1 Virtual Attendance Policy Chair requested Clerk re-sends information.</p> <p>7.2 Pay Policy</p>	

	Changes were agreed and policy accepted.	
8	<p>Update: Governors:</p> <p>8.1 Clerk's update</p> <ul style="list-style-type: none"> • One vacancy on the FGB is available • Training : Clerk placed 2020/2021 Training for Governors and Clerks onto Governor Hub and highlighted some local opportunities <p>8.2 Training: Booked or attended including Safeguarding Training</p> <ul style="list-style-type: none"> • Whole Governing Body Training had been discussed. Opportunities for FGB training were looked at. It was decided that Working with parents would be useful to all. • DTG will follow this up to put into place at an appropriate date. • A governor had been unable to access Safeguarding Training. • DHT will resend details. <p>8.3Governors Monitoring Visits</p> <ul style="list-style-type: none"> • Detailed feedback on a visit to observe PE was shared. • The new scheme gives no specialists confidence to deliver PE • Participation was good • Tasks were differentiated • Teacher could challenge or Push back • Questioning was good • Will visit again after another half term to look at further progress. • Governor was able to walk around the school found children to be engaged and working well • Governor encouraged others to take the opportunity to come into school. • NB will visit regarding Safeguarding/DBS/Policies • Governor + Chair will visit to look at PP focus and progress • Governors able to help with the parent questionnaire will email head • EW Looked at Reading Plus • Health and Safety walk to be arranged • Lockdown procedure had been held earlier in the day: this was explained to the governors as well as improvements to be made (use of two airhorns) • If there is an empty room who shuts windows? This will be down to Caretaker and HT 	
9	<p>Correspondence/AOB</p> <ul style="list-style-type: none"> • No correspondence had been received 	

	<ul style="list-style-type: none"> • Thanks weress sent to Governors from staff for the approval of the purchase of additional iPads. They have already begun to make a difference. • Clerk reminded Governors about SFVS which is due for submission by 31st March 2020. TB is responsible for this • Meeting closed at 7.25 p.m. 	
	<p>Minutes Approved:</p> <p>Position:</p> <p>Name:</p> <p>Signature:</p> <p>Date:</p>	