

THIRSK COMMUNITY PRIMARY SCHOOL
Minutes of the Governing Body Meeting held on
Monday 8 January 2018

Present: D Duffey (Chairman), R Chandler (Headteacher), K Wilkinson,
K Wood, L Austen, J Cooper, S Mountford, J Tazzyman

In Attendance: A W Lambert (Clerk)
A Clarkson (FMS Officer)

Apologies were received from: N Kennedy - consent was given to her absence.

Min. No.	Detail	Action
18/01	<u>To Receive Any Declarations of Business Interests</u> There were no declarations of business interests.	
18/02	<u>To Agree the Minutes of the Previous Meeting</u> The minutes of the meeting held on Monday 11 December 2017 had been circulated prior to the meeting. <i>Resolved: That with an alteration to minute 17/137 (addition of KS1) the minutes of the previous meeting be confirmed as an accurate record and signed by the Chair.</i>	
18/03	<u>To Consider Any Matters Arising from the Minutes</u> A meeting would be undertaken with the Children's Centre regarding parking issues.	
18/04	<u>To Receive Any Items from the Chair</u> There were no items from the Chair.	
18/05	<u>To Agree Policies</u> <i>The following policies were circulated:</i> <ul style="list-style-type: none"> ➤ Online safety policy ➤ In year fair access policy ➤ Administration of medicines policy ➤ Code of conduct for Governors ➤ Charging and remissions policy ➤ Complaints policy ➤ Medical needs policy <i>Challenge / Questions / Comments:</i> <ul style="list-style-type: none"> ➤ <i>The On-line Safety Policy had been given to Governors in December. The changes recommended then had been included with the acceptable use of social media changed.</i> ➤ <i>The In-Year Fair Access Policy was a standard North Yorkshire policy and applies to parents seeking a place for their child in school to ensure a fair protocol is in place.</i> ➤ <i>A change to the Administration of Medicine Policy to include administering of paracetamol only prescribed by a doctor.</i> ➤ <i>Charges and Remissions Policy – changes to charges for nursery lunch club.</i> ➤ <i>Complaints Policy – Leaflet showing procedure needs to be included on the website. Complaints Policy training is available for Governors in February 2018.</i> <i>Resolved: With the minor amendments all policies were agreed.</i>	

18/06	<p><u>To Consider the Revised Budget</u></p> <p>Circulated:</p> <ul style="list-style-type: none"> ➤ Comparative statistics ➤ Current year budget ➤ Three year plan <p>It was noted that the timeline for budget management was on track. The updated on the 2017/18 budget had been given prior to Christmas which shows a balance of approximately £148k at the end of the financial year equating to 15%. Additional staff and resources had been secured.</p> <p>It was noted that the pupil count in October was 228 on roll. In nursery the funding is on the three census count to fund the Autumn, Spring and Summer terms. It is difficult to fully ascertain how many hours are required and difficult to plan.</p> <p>Challenge / Questions / Comments:</p> <ul style="list-style-type: none"> ➤ <i>JT asked if the increase in staff costs were pay increments. It was noted that the pay award for non-teaching staff is far too low as the latest information is that linked into the move towards minimum hourly rate of £9.00 looking at the bottom points of the pay scale which could increase to 9%. This may have an impact if agreed. AC explained the new national funding formula. It was noted that the majority of costs are staff related and premises costs.</i> ➤ <i>RC explained about the teaching staff budget and the difference between this financial year and next financial year around staff changes which had occurred in September.</i> ➤ <i>JC asked about the maximum intake. The aspirational number would be to have two reception classes with 50 pupils. A large cohort in Y5 would leave in 2018/19 and at this point the teaching structure would need to be considered. It was noted that the breakfast and after-school clubs have been successful and would potentially grow.</i> <p>The comparative statistics were noted with slightly high numbers of teaching and leadership staff. The graphs would be emailed to Governors.</p> <p>Thanks were expressed to Angela for her report.</p>	
18/07	<p><u>Resources</u></p> <p>Premises</p> <p>There was currently nothing to report.</p>	
18/08	<p><u>School Progress Data</u></p> <p>Circulated: Progress overview for EYFS, Y1 phonics, Y2 and Y6 SATs along with the Autumn term progress data.</p> <p>The predictions for attainment at the end of the academic year for reaching, writing and maths were noted which were based on current assessment.</p> <p>KS1</p> <p>Reading, writing and maths were all in line with the national average.</p> <p>Challenge / Questions / Comments:</p> <ul style="list-style-type: none"> ➤ <i>JC asked about the 'shake up' in levels and whether there was a national points system. It was noted that there was not.</i> 	

	<p>KS2</p> <p>Reading, writing and maths were all in line with the national average. The floor standard for attainment was over the national average and greater depth all in line with the national average. Predictions look positive across the school.</p> <p>There were three main assessment points in KS1 and KS2 and the tracking system used to measure progress. The expected progress over a year is four points.</p> <p>Challenge / Questions / Comments:</p> <ul style="list-style-type: none"> ➤ <i>KW asked why 3AP is low and how long should this go on. It was noted that a progress meeting had been undertaken. A job-share was in place for the two members of staff and one had returned from maternity leave. They had been cautious with assessments. There was no greater scrutiny to ensure quality of teaching.</i> ➤ <i>JC asked about gender weighting and it was noted that there was a very high number of boys. Tracking of methodology was explained.</i> ➤ <i>DD asked how many pupils were tested prior to Christmas. It was noted that in reading with the exception of 3AP all classes made expected progress and a good number were making better than expected progress. In writing this was lower but around the expected progress for the majority of classes and slightly under for two classes. In maths it was a similar picture across the classes making the expected progress with some making more</i> ➤ <i>DD asked what support had been put in place for 3AP. It was noted that an ATA would be moving into lower KS2.</i> 	
18/09	<p><u>To Consider Governor Training</u> Roles and Responsibilities Early Years and Foundation Stage – Jayne Cooper Quality of teaching and raising the teaching to outstanding – Karin Wilkinson Headteacher's Performance Management – Karin Wilkinson EMS – Stuart Mountford Governor SIN meeting – Jason Tazzyman to attend. New Governor Training – Jayne Cooper and Stuart Mountford to attend.</p>	
18/10	<p><u>To Receive Feedback from Link Governor Visits</u> PPG Monitoring – Jason Tazzyman Two visits had been undertaken in December to undertake a targets and book review. Pupil plans were good but there was an issue around disadvantaged reading for boys. A pupil voice meeting had been undertaken on the second visit. Some of the plans had not been implemented. The Headteacher would give feedback to teachers and plans would be updated.</p> <p>Challenge / Questions / Comment:</p> <ul style="list-style-type: none"> ➤ <i>KW asked if this information had been reflected in the progress data. It was noted that the PPG data had not been included.</i> 	
18/11	<p><u>To Consider Health & Safety/Safeguarding</u> There was currently nothing to report.</p>	
18/12	<p><u>To Receive Any Correspondence</u></p>	

	There was no correspondence to note.	
18/13	<u>To Confirm the Date of the Next Meeting</u> Monday 5 February 2018 at 7.00 pm.	ALL

There being no further business the meeting closed at 8.50 pm.

20 January 2018