

**Minutes of the meeting of the Governors of Woolsery Primary School held on Tuesday
21st May 2019 at 5.30pm**

Reference	Item	Action
1.21.5.19	<p>Attendance: Tracy Buckley (Chair), Siobhan Brennan, Sarah Broom , Di Bennett, Sue Kersey James Cann Matt Cole Also in attendance: Sue Miles - Clerk</p> <p>Apologies: Ben Trevor - Sanctioned Adam Symons - Sanctioned</p>	
2.21.5.19	<p>Pecuniary Interest If scouts are brought up, Matt and James</p>	
3.21.5.19	<p>Confirm Minutes of the 25th April Signed as a true and complete record by the Chair. Item 12.25.4.19 Retract name of donor and put in anonymous donor instead before publishing. Tracy still investing headphones. Play bark cost is £149.99 per 1000 litres. Q.Tracy asked if there was any reason why bark used and not safety surface. A.Cost - up until now we have had free bark chippings from a local saw mill, but that has now closed. Governors approved purchase of 10 bags from Wickes.</p>	Sue M to purchase
4.21.5.19	<p>Governor Training Report on IDSR training. Very good feedback, all governors felt more secure in asking challenging</p>	

	<p>questions.</p> <p>It also explained how to read and interpret the data. Sarah, Siobhan, Sue and Matt learnt a lot from the presentation. Matt said it was good in that it demonstrated the sort of questions the governors should be asking.</p>	
5.21.5.19	<p>New Foundation Governor</p> <p>Siobhan will ask Rick Healy if he is interested.</p> <p>Matt has not heard anything from ARC.</p> <p>Tracy explained that we want someone with a sport background if possible.</p>	<p>Governors to continue to bring suggestions to the meetings for other governors to consider.</p>
6.21.5.19	<p>Headteachers Report</p> <p>Matt explained the new format of the report as we are no longer using Pupil Tracker to record pupil assessment data. We are now using SIMS.net.</p> <p>1a - Top line number of children in each year group. It is clear to see that the trends of improved progress can be seen for yrs 5 and below.</p> <p>Disadvantaged pupils are: Pupil premium and Looked after children.</p> <p>Be cautious on interpreting data for disadvantaged children in a year group as this could just relate to 1 child.</p> <p>SEN children: any children who are (K) SEN support or EHCP. We do not distinguish between the two.</p> <p>Q.Tracy: Year 4: 12 children in Year 4 but only</p>	

	<p>11 in data. Matt will look into this and confirm reasons why. It could be that a child has moved into the school and we do not have KS1 data.</p> <p>Next table: Just children that are working at greater depth on teacher assessment. QDi - is this the number of children you would expect? A Matt said more children than we would expect in Yr 2 & 3. For this reason teachers must be able to demonstrate progress in books.</p> <p>Table 3 is looking at progress of children. Looks at teacher assessment of where children are at the end of Spring 19 term. Year 6 - Data is not comparable as this was the last year group to be assessed on levels. When current Yr 6 were Yr2 they took old style SATS (Level 2a etc). This is cohort who had 4 yrs of learning squashed into 2 years due to new curriculum and abolishment of levels.</p> <p>Q.Di: How do teachers assess within those broad bands? A. Teachers assess children as achieving expected, greater depth or working towards.</p> <p>Q.Di: How do the children know that they've made progress? A. All the evidence is now in</p>	<p>Matt to investigate and report back to governors</p>
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	<p>books. This is what Ofsted will looking for.</p> <p>It is a huge learning curve for teachers as they now have to use their professional judgement, something which has been denied to them for a number of years. Previously they were assessing against curriculum targets set by DfE in previous years.</p> <p>The section on Headline data is just applicable for children in Years 6 and 2.</p> <p>Progress scores Well below average, numbers from IDSR, and these reflect the floor standards.</p> <p>IDSR uses scaled points for each child. Matt explained how these are used to measure progress of the children.</p> <p>Q. Sarah: Is anything likely to occur because of these scores.</p> <p>A.We will probably have some Local Authority visits.</p> <p>Q.Sarah asked if Ofsted are likely to come in?</p> <p>A.Maybe, because our attendance data is below expected of 95%. If we do have an inspection it will be a single day visit with 1 inspector.</p> <p>Pupils on Roll.</p> <p>Currently 135.</p> <p>Exclusions: The data for this is already out of date. We now have a permanent exclusion.</p>	
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	<p>Whole School Attendance 94.4 EWO involved. Projections are hopefully 95% Matt explained the attendance codes to Governors. 0.3 of 1% is unauthorised holidays, 0.2 of 1% is authorised holidays, 3.1% is illness (mainly due to a sickness bug in the spring term), and 1.1% is medical reasons, and this is for children with genuine medical conditions.</p> <p>Governors approved that the Nominated Governor for Looked after children is Siobhan in conjunction with her safeguarding role.</p>	
7.21.5.19	<p>Look at IDSR 2019 This is the spreadsheet that Matt can use to look at data. Sarah explained to Governors how to interpret the data for governors. As soon as Matt has SATS scores back on 9th July he will be able to produce appropriate spreadsheets.</p>	Matt to bring spreadsheets to meeting on the 11th July
8.21.5.19	<p>Report on book scrutiny Di and Sue explained to governors how report was put together. Looked at what was said last time, realising how important book evidence is going to be. Several things have already been started off. Staff are happy that the books are getting more consistent across the school, so that the evidence is there to show progress. Cover sheets in language books. Sue demonstrated what she is doing in Stroxworthy Class.</p>	

	<p>Q.Tracy, what year groups are using this.</p> <p>A.At the moment Yrs 1,2 & 3, but after half term all year groups will be expected to use it.</p> <p>The other thing that has happened is the editing workshop. Staff are trialling this, and it was discussed at staff meeting (21/5/19), the varying ways that this is happening in the class</p> <p>The other thing that Sue and Di thought could be implemented better is use of dictionaries and thesaurus</p> <p>Word books are being used in classes, and Sue showed governors one that she is using</p> <p>Somerset Literacy Network have some very good resources, such as dyslexia dictionaries.</p> <p>Q.Tracy asked whether Teachers are using the coloured pens.</p> <p>A.Sue said there has been a big improvement.</p> <p>Q.Tracy - are the children understanding what they are doing when they are editing.</p> <p>A.Reception start with a verbalised editing, increasing deeper as the children progress through the school.</p> <p>James thanked Di for her expertise.</p>	
9.21.5.19	<p>Update on Somerset Literacy Network.</p> <p>We are now a hub, and have 4 schools that have signed up.</p> <p>Invaluable to us as a staff and also providing a good</p>	

	<p>network facility. Next meeting in September.</p>	
10.21.5.19	<p>Correspondence Letters to Steve Pennington and Amanda thanking them for their time and input whilst serving as Governors.</p> <p>Email from Bikeability trainer complimenting the children on their behaviour and attentiveness during Bikeability week.</p>	
11.21.5.19	<p>Policies Children in Care new policy If we put an appendix for the designated teacher and governor. Tracy Proposed Siobhan 2nd All in favour</p> <p>Admission policy: Proposed James 2nd Tracy. Approved</p> <p>Behaviour Policy: Agreed at previous meeting -</p> <p>Charging - Approved Feb</p> <p>Complaints procedure Working group: Tracy, Sarah. Complaints policy needs looking at. Need to incorporate a flyer.</p> <p>Equal Opportunities James Tracy Approved</p> <p>E-safety Tracy, James</p> <p>Race Equality</p>	<p>Find newly approved policy and put on website</p> <p>Tracy and Sarah to bring to next meeting</p>

	<p>Tracy James</p> <p>Safeguarding Tracy James</p>	
12.21.5.19	<p>Safeguarding Exclusion - committee formed to meet to either uphold decision of Headteacher 11th or 14th June 9.30 Siobhan to act as nominated governor for children in care. If there is a conflict of interest Tracy will step in.</p>	<p>Sue M to contact David Archer to ask him to attend.</p>
13.21.5.19	<p>Business Brought forward by direction of chair Nicola Furse has resigned from end of summer term. Governors are in agreement for us to advertise for a strong TA with experience in upper KS2. Closing date Friday 7th June Interviews Weds 19th June.</p> <p>James asked how Kelly is getting on. Very well with children, staff and parents.</p> <p>Earlier start time (5.30pm) agreed by governors. Meeting closed at 7.30 pm</p>	<p>Please let M Cole or S Miles know if you are able to help with interviews</p>

Signed: _____

Date: _____