

**Minutes of the meeting of the Governors of Grewelthorpe
And Fountains CEP Schools Federation
Held on Wednesday 29th November 2017 at Fountains School**

Present:	Karen Butler Georgina Wray Anne Collins Sue Thomas Kay Hickingbotham Joanne Martin Rachel Bain	Headteacher Co-opted LA Foundation Co-opted Parent Parent
Attended by:	Margaret Driffield	Clerk
Apologies authorised	Katie Barker- Staff Governor Dawn Conrardy – Foundation Governor	Maternity leave
Absent		

OVERVIEW OF MEETING STRUCTURE

Question	Answer
How long should each item take?	
How effective were the decisions made?	
What impact have we had on the pupils?	
DID WE:	
Ensure clarity of vision, ethos and strategic direction?	Yes
Hold the headteacher to account for the educational performance of the school and its pupils?	Yes
Oversee the financial performance of the federation and make sure its money is spent well?	Yes

Item No		ACTIONS
20	Confidential Minutes and Declaration of interest None.	
21	Correspondence None.	
22	Minutes of the last meeting held 27th September 2017 Governors resolved to accept the minutes as read.	
23	Matters arising from the minutes ST confirmed that she will sit on the staff discipline panel	

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24	<p>Resources Committee</p> <p>Head went through the resources committee minutes (copy attached) LMS officer attended the resources committee meeting to explain the format of financial reporting to new governors inc:</p> <ul style="list-style-type: none"> • Revised budget. • Benchmarking comparisons. • Staffing structure reform ideas. • Performance management of staff. • Building work/heating Fountains School. • IT funding. • Grants available. • Lighting car park Fountains large quote, village hall hopefully to contribute. • Looking to generate income. • Pay and conditions percentage pay rise has been built into budget. 	
25	<p>School Improvement Committee Report inc SEF and Policies for Ratification</p> <p>The minutes of the school improvement meeting were distributed to governors at the main GB meeting (copy attached).</p> <p>KB shared the new ASP report, the first page provides areas to investigate both positive and negative. It does contain contextual information like RAISE on line did but there is more on prior attainment. Trends can be identified and different groups of pupils such as low, mid, high attainers and disadvantaged pupils. KB discussed the areas highlighted for each school.</p> <p>RB went through the report with governors, which included analysis of FFT and Perspective Lite as well as the first half term autumn data for each group. Targeted cohorts were discussed and actions to address any emerging concerns.</p> <p>Q How is reading intervention 'Reading Plus' going at Grewelthorpe for Class 4? A The intervention is having positive results especially for fluency; we are using it with the whole class. We have some midterm reports and are awaiting the end of term data results to fully assess its impact.</p> <p>The children who are benefitting the most are the ones who are using it at home as well as at school.</p> <p>Q How often are the children using the scheme? A In school the children are using the scheme three times per week, some children are also using it every day at home and these children are making the most progress.</p> <p>The Hart Alliance have indicated that if we report back to them they may fund the scheme for one year.</p>	

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	<p>Q Is the intervention using pupil premium funding proving more costly? A We have decided to use teachers to carry out some of the interventions, this is more costly than support assistants, however, it is important to have the most qualified staff working with our most vulnerable pupils. The PP budget is quite low for this year especially at Fountains but despite having low numbers of pupils with pp we know we need to improve outcomes for these pupils particularly in writing and maths.</p> <p>Governors resolved to accept and ratify the following policies reviewed at the school improvement meeting:</p> <ul style="list-style-type: none"> • Anti-Radicalisation • Charging & Remissions • Child Protection • Collecting Children from School • Collective Worship • Confidentiality • Disciplinary Procedure • Drugs • Health & Safety • Meeting the Needs Inclusion • Appraisal • Standards of Conduct 	
<p>26</p>	<p>Academies</p> <ul style="list-style-type: none"> • Working party report – feedback <ul style="list-style-type: none"> ○ Three governors will be attending the academies meeting next week and will report back to the next GB meeting. <p>Q Have we had response from the Academies form yet? A No not yet, just an acknowledgement of receipt.</p>	
<p>27</p>	<p>Any other notified business None.</p>	
<p>28</p>	<p>Headteacher’s Report inc School Development Plan KB went through her report which detailed all the progress and attainment for each year group for the first half of autumns as well as containing all the graphs in perspective lite.</p> <p>Q Has staff absence and maternity cover affected last year’s results at Fountains? A Yes to a degree. The issues in KS2 are mainly progress not attainment and because of the small cohort numbers one child can affect the data considerably but as previously discussed we did have issues with the quality of teaching and learning.</p> <p>Q How often do parents receive progress information? A Standardised tests are carried out termly and we have decided to share these with parents as well as the parent meetings three times per</p>	

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	<p>year.</p> <p>Q Are boys making expected progress? A The data provided shows a breakdown of girls and boys in each year group, overall there isn't too much difference between boys and girls. Some cohorts are predominantly boys at Grewelthorpe but the attainment and achievement is cohort based, there are no gender issues.</p> <p>Q Are all pupil premium children achieving as expected? A As shown in the school improvement report the attainment and progress of these pupils is still mixed. Some pupils are making good progress whilst others are emerging concerns. We have a comprehensive programme of support and intervention in place and pupil progress meetings planned for next week when we should get the second autumn term data.</p> <p>Updates were provided on developments in education and Ofsted. Ofsted are now looking at trends rather than small groups and there will be more emphasis on the whole curriculum.</p> <p>The new format for exclusions has now been received in school.</p> <p>Staff training – This term we have had several maths twilight training sessions we will continue with these, we have also had health and safety training.</p> <p>Both schools will be holding their Christmas fairs tomorrow.</p> <p>Friends of Fountains currently have no chair of committee. LR has stepped in in the interim.</p> <p>Q Are Christian values observed within the classroom, not just during Christian Worship? A Yes we have started making comments in observations to make this explicit as this was an area for development from SIAMS.</p> <p>Q Is everyone happy with collective worship themes? A I will consult staff and feedback; it may be beneficial to plan these earlier in the summer term to enable teacher input as well.</p> <p>ST discussed 'The new Christian Aid accreditation' it is now available with the aim to increase understanding in schools. ST has a copy.</p> <p>Q Could we do something within the federation? A Yes, there is Christian Aid service so perhaps we could link it to this.</p>	
29	<p>Diocese/Church Issues/SIAMS Covered in headteacher's report.</p>	
30	<p>Safeguarding / Health & Safety</p>	

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	<p>We have received notification that the safeguarding audit is now to be carried out bi-annually so the next audit is due Autumn 2018.</p> <p>Both schools have had a recent health and safety visit focusing on paperwork. Both school's reports were very complementary.</p> <ul style="list-style-type: none"> • KB & DS to attend new legionella training. • Fire safety, manual handling and working at height training has been undertaken by all staff. 	
31	<p>Specific Governor Items</p> <p>AC attended a complaints training course and reported that it was very useful best practice and advise. We now have the templates to use in school.</p>	
32	<p>Any Other Notified Business</p> <p>KB thanked RB for inviting her to Mowbray School, it was a very useful visit and she felt more equipped to make decisions regarding provision available.</p> <p>RB congratulated Grewelthorpe school of their receipt of letter from the minister for education stating that Grewelthorpe school were now in the top 3% in the country for their phonics results. KB has put the news in the next newsletter to parents.</p> <p>Head's performance management has been carried out for this year and all targets achieved.</p>	

The meeting closed at 6.15 pm.

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