



## Directors' Note for Portfolio Groups

Portfolio title: Witheridge Local Governing Body

Date of meeting: Thursday 30<sup>th</sup> November 2017, 6pm.

Attended by: Adrian Wells, Sue Wells, Phil Asson, Penny Wignall, Chris Holding (head of school), Paul Williamson, Verity Lunn (clerk).

Brief overview of discussion	Bullet action points
<p><b>Procedural Items</b></p>	
<p><b>Welcome and apologies</b> – PeW welcomed all to the meeting. No apologies had been received.</p> <p><b>Sign off previous minutes</b> – governors agreed the notes from the previous meeting. No matters arising not covered later in the agenda.</p> <p><b>Elect Chair</b> – SW was unanimously elected as chair.</p>	
<p><b>Monitoring and Accountability</b></p>	
<p><b>Autumn Curriculum Update KS1/KS2</b> CH updated governors on the curriculum for this term. The children had been very enthused by the space topic. The dark skies event and the trip to Bristol had been very successful, and work relating to those trips had been of a very high quality. CH gave an overview of what was currently planned for the next term's topic of China.</p> <p><b>TEAM School Improvement Plan (MAT issues)</b> All had received the full copy of the SIP. CH explained the main points to governors. CH updated governors on the upcoming changes to senior management – governors agreed that the overlap period was a positive arrangement.</p> <p><b>School specific Improvement Plan.</b> CH explained the main points of this to governors. Governors reviewed SATs results – these were better than predicted, but still not up to the expected standard. Governors discussed the introduction of the Shanghai maths approach and Read Write Inc scheme. Governors also discussed the changes made to work towards the targets set after the SIAMS inspection.</p> <p>CH reported on the success of the Headteacher's lunches – an informal setting where children felt able to raise any concerns they might have.</p>	

CH informed governors of the progress of the consultation for the pre-school.

**Group specific learning support (vulnerable groups)**

CH reported that staff were currently collecting in the target tracker data for the term, and reviewing how best to use the support staff to meet the needs of specific children.

Pupil Premium (21 children) – data showed pupil premium children making the same progress as all children. The pupil premium report showing where the money was used had been done. CH talked through this – pupil premium grant money had been used to subsidise trips, uniform, music, meals, breakfast club and after school clubs for those children. CH felt it was important to keep reminding parents of pupil premium children what they were entitled to. Governors discussed the reasons for the high percentage of pupil premium children at the school.

SEND – currently 18 on SEND register for various reasons. CH described the range of needs. TEAM SENCO helped to support these pupils and guide teachers on the best way to work with them. PW reported on the effectiveness of the SENCO across the trust. Governors discussed different rates of progress with different children, and working on their individual needs.

SW asked when governors would be able to see the target tracker data. CH stated that this was due in next week, so governors would be able to look at this at the next meeting.

Governors discussed SATs results – results had been above the floor targets, and above the requirements for a coasting school. Governors agreed this was a good improvement. CH explained how they were working on maintaining this improvement.

**Safeguarding Report** – Sue Davies had been to do the termly safeguarding report – no major issues at the moment. CH reported that there were currently no children on the child protection register, and currently three children requiring major input in terms of meeting needs and working with outside agencies. SD had been happy with the rigorous record keeping.

**AW asked how was the balance of CH's teaching time and time needed for Safeguarding issues being protected.** CH reported that the current increased level of safeguarding work had been recognised, and to accommodate for this his non teaching time was being increased to a day and a half each week – cover would run as a job share so that he would also not be required to plan for the lessons covered. This was to be reviewed in February.

VL to place target tracker on next agenda.

<p>Governors discussed the support CH was receiving in carrying out Safeguarding requirements.</p> <p><b>Ethos committee (Ethos group)</b>  Governors agreed it was better to hold this separately to LGB meetings, which would mean other relevant people could be included. Governors discussed who from the LGB would also be in the ethos group, and agreed that a broad spectrum of people would be useful – governors to contact CH over the Christmas holiday. The ethos committee would be working on moving forwards to getting a good result in the next SIAMs inspection, and reporting back to the LGB.</p>	
<p><b>Strategic</b></p>	
<p><b>Review pupil numbers, projected numbers, staffing, attendance</b>  Currently 70 children on role. Projected 65 next year (13 Y6, eight prospective YR). It was hoped that this would still be enough to maintain the four class structure, as the level of need within those classes was high. Moving to a three class structure would need careful consideration of where the year groups were split, as the number in each year group varied. Governors hoped that extending the age range to include the pre-school would improve future numbers entering the reception year.</p> <p>Governors discussed the holiday club provision run by the current pre-school. This would not be able to run by TEAM after conversion, due to safeguarding responsibility issues. Governors agreed that the holiday club was vitally important to working parents in the village, and discussed options to enable the holiday club to continue. Agreed that all possible should be done to enable this provision to continue.</p> <p>Staffing remained similar to the last report – some more TA support was coming in.</p> <p>Attendance – CH distributed attendance figures, governors discussed. CH explained actions being taken in cases of persistent absence. Most children had good attendance levels.</p> <p><b>Update on Academy Trust</b> – no updates since last meeting.</p>	

**Date of next meeting: Thursday 8<sup>th</sup> February, 6pm.**