

Directors' Note for Portfolio Groups

Portfolio title: Witheridge LGB

Date of meeting: Thursday 27th September 2018, 6.00pm.

Attended by: Sue Wells (chair), Phil Asson, Adrian Wells, Chris Holding (head of school), Rhian Nicholas (executive head), Lucy Ratcliffe, Verity Lunn (clerk).



Brief overview of discussion

Procedural items

Welcome, apologies and sanction absence

SD welcomed all to the meeting. Apologies were received and accepted from Penny Wignall.

Sign off previous minutes

Minutes agreed as an accurate record of the meeting.

Matters arising brought forward

No matters brought forward.

Correspondence

The school had received an invitation to the formal opening of the new phase of Chulmleigh Community College. CH to forward to governors.

Monitoring and Accountability

Autumn Curriculum Update

The topic for the term was WW1 – children in Y1-Y6 were looking at what life was like 100 years ago, while children in reception were currently looking at 'Wonderful Me'. CH outlined the trips planned around this – Tiverton Museum, possibly Heathcoat's Factory and Knightshayes. Farm School visit – all children in the school would be visiting the farm for one day each term, as part of the farm's outreach work. Trip to Madagascar the Musical had been booked (replacement for the cancelled pantomime and Horrible History theatre trips).

Swimming would be starting after half term – the school was not able to use the pool offered for free for most classes as it was too small, but it was hoped to use it for YR and for booster sessions for children in Y6 who were not able to swim 25 metres. Governors discussed the use of the PE grant in the past year – considering also using this in the painting of a daily mile track around the school.

Craft week – children would be making a variety of poppies for the church – children would then be invited to the remembrance service. CH to co-ordinate invitation.

Mantle of the Expert – staff had received training on this drama based approach at the September inset day. CH explained how this was incorporated into the different classes.

School Improvement Plan (MAT Issues)

CH gave an overview of the MAT SIP and discussed the potential of meeting the whole MAT targets and how these were being worked towards.

School Specific SIP

CH explained the main aims of the current SIP and what was being put in place to meet these. The school was currently investigating the possibility of an external company running the after school club, as this was stretching the capacity of the current staff. The way Breakfast Club was being run was also being reorganised, so that the school age children were brought over to the main hall for breakfast, which gave pre-school staff time to set up for their day. Improved outcomes for pupils in writing were expected to occur over time with the introduction of the Read Write Inc Phonics time, but staff were also working for early identification of any issues and needs and addressing these accordingly.

Group Specific Learning Support

SEND – Currently about 20% of children on the SEND register, in the SENDCO's opinion at least five of these would be eligible for EHCPs. The trust SENDCO now did not have any teaching commitment, and spent one day a week at Witheridge. Governors agreed this was very beneficial to the children. CH outlined use of staff to provide support to specific groups/individuals – both academic and medical.

Targets

Covered in SIP.

Pre-school Update – Including hours, staffing, numbers, holiday club

Currently 21 enrolled in pre-school, and were full in three of the ten sessions, with three more only one child below capacity. At the moment the most children that could attend at any one time was 12 – this would increase to 16 once the two year olds had turned three. Additional staffing had been secured for a child with additional needs. Each session was covered by two staff members.

Holiday club – would run at Easter for two weeks, and for four weeks of the summer holidays – may also run for a week at May half term. Jemima was hoping to run a sports club for two days a week in the weeks where holiday club was not running.

Safeguarding

Sue Davies' report had been received at the last meeting. CH informed governors that there were not currently live issues. A number of families were on the 'watch list', with three at the early help stage.

Health and Safety

Improved area at the back of the school was looking very good. A SIF bid was being put in for the roof and fascias for Class Four. Over the summer the hall had been painted, inefficient heaters in Class Two and Class Four had been replaced and signage had been installed. Currently were investigating the possibility of using PE grant money to build a climbing wall in the shelter. CH would approach the village art club regarding putting something on the outside wall.

Strategic

Review pupil numbers, projected numbers, staffing, attendance.

Pupil numbers – currently 72 on roll, which was four more than expected. Projected to be 75 next year.

Staffing – one teacher was to go on maternity leave at half term, a full time maternity cover had been appointed. One TA had handed in their notice, as a full time commitment had proved too much for them. Would be advertising for a full time 1:1 role, with the current 1:1 part time TA to move to being a general TA in class one. CH

stated the school felt fortunate to have some very good volunteers. The administrative assistant's hours had been increased to 30 a week.

Attendance – 96.2% target for the year. 95.8% final figure for last year. Current for this year 94.6% - partly due to a widespread sickness bug, but also included a pupil who had left the school but had not yet been removed from the school roll – would be starting at a new school soon so records would be transferred at this point. No current persistence absentees – family who had previously been causing concern now had very good attendance.

Update on TEAM Multi Academy Trust

No updates for this meeting.

Other matters brought forward by the chair

Credit Union – AW explained the Credit Union scheme (savings and low interest loans for local people). Having had previous experience of a Credit Union, AW wanted to set one up in Witheridge, and raised the possibility of using the school as the physical base. Governors discussed the idea, and agreed for AW to contact the manager of Credit Union Plymouth to talk about the scheme.

Meeting ended 7.45pm.

Date of next meeting: Thursday 15th November 2018, 6.00pm.