

MINUTES of the Meeting of the Governors of Elloughton Primary School held on
Monday 5 March 2018 at 4.00 pm

P R E S E N T:-

Mr S May (in the Chair)

Mrs R Brammall, Mrs C Fulstow, Mrs L Hemingway, Mrs J Hutson, Mr Marsden,
Dr S Muzaffar, Mrs D Redman, Mr L Roberts, Mrs E Thompson.

Clerk to the Governing Body – Mrs A Caine

3000 APOLOGIES

Apologies for absence were received from Miss K Parsons and Mrs E A Hunt

3001 CONSENT FOR ABSENCE

RESOLVED: that consent be given to Miss Parsons and Mrs Hunt for their absence
from this meeting.

**3002 CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER
URGENT BUSINESS**

RESOLVED: that the following items be raised under any other urgent business;

- a) Parent Views;
- b) Academisation;
- c) Progress and attainment;
- d) Mock SATs data;
- e) Strategic Plan.

3003 MEMBERSHIP

RESOLVED: that the updated address of Mr ^{Roberts} Stephens be noted by the clerk.

MINUTES

RESOLVED: that the minutes of the meeting held on Monday 4 December 2017 be
confirmed and signed by the Chair.

3004 GOVERNOR ACTION TRACKER

Governors discussed the new governors' action tracker and it was decided that two
weeks prior to committee and full governors meetings; governors would log in to
Google drive and check the action tracker.

RESOLVED: that governors will check the action tracker prior to each governors
meeting.

3005 COMMITTEE MINUTES

- RESOLVED: a) that the minutes of the Behaviour Safety and welfare Committee held on Friday 26 January 2018 at 1.00 pm be received;
- b) that the minutes of the Standards and Achievement Committee held on Friday 19 January 2018 be received.

3006 REPORT OF THE HEADTEACHER

The report of the Headteacher had been received by the board prior to the meeting for governors to consider and the following issues were highlighted for further discussion:

1. Governors noted the achievements and progress made with the priorities in the current School Development Plan.
2. **Governors asked the Headteacher if the new smaller teaching groups in year 5 and 6 were helping teaching to be more focused towards the needs of the pupils.** The Headteacher confirmed that the new smaller teaching groups were working well and that pupils were responding well to their new teachers.
3. **Governors requested an update on Special Educational Needs (SEN) pupils.** The Headteacher explained that Mrs Stillings, inclusion manager monitored the progress of all SEN pupils to ensure that they made at least expected progress. The Headteacher explained further that teaching assistants were working flexibly across the school to accommodate SEN pupils and that this was having a significant impact on SEN attainment. The Headteacher also advised that a new dyslexia policy had been initiated to promote good practice when teaching pupils with dyslexia.
4. **Governors requested an update on Pupil Premium Pupils.** The Headteacher explained that 5% of the current roll were pupil premium pupils. Mrs Stillings had been using the tracking system to ensure that the impact all pupil premium expenditure was closely monitored.
5. **Governors queried if the pastoral welfare log was being well used.** The Headteacher confirmed that the welfare log was well used and that every concern was logged onto the system.
6. Governors acknowledged the range of successful events that the school had held to enrich the curriculum and also to raise money for the school.
7. Governors noted that the school had continued to develop the links between all members of the whole school community.
8. Governors noted the School to School Support Action Plans from HCTS.

- RESOLVED: a) that the report be received;
- b) that the School to School Support Action Plans be received.

3007 **PRESENTATION FROM MR COULTER; PRINCIPAL AT STOCKWELL ACADEMY PART OF HULL COLLABORATIVE ACADEMY TRUST (HCAT)**

Governors asked how often the governing body met and whether the governors role had changed significantly after converting to an academy. Mr Coulter explained that the governors' role had not changed and that they meet 4 times a year in addition to a finance meeting that takes place once a year.

Governors asked how the school had found the process of converting to an academy. Mr Coulter informed the board that the process took 2 and a half years to complete. Mr Coulter added that as soon as the decision had been made to join HCAT, support from HCAT was available immediately.

Governors asked if the teaching staff workload had increased during the transitional phase. Mr Coulter told the board that the teaching staff had no additional work to undertake and could focus entirely on teaching.

Governors asked what the biggest impact had been on the school since joining the academy. Mr Coulter explained that the school improvement service was incredible and that HCAT would identify any problems quickly and support the school appropriately to improve.

The Chair asked if a meeting could be arranged with the Mr Peacock, Chair of governors from Stockwell Academy. Mr Coulter confirmed that a meeting could be arranged between the governing boards.

RESOLVED: a) that the report be received;
b) that the Mr Peacock be contacted to arrange a meeting with Mr May.

3008 **SCHOOL IMPROVEMENT PLAN 2017/2018**

RESOLVED: that the school improvement plan be received.

3009 **ERSCB SAFEGUARDING SELF ASSESSMENT AND SAFEGUARDING REPORT**

RESOLVED: a) that the ERSCB Safeguarding Self-Assessment be approved for submission to the Local Authority.
b) that the termly update be received

3010 **SCHOOLS' FINANCIAL VALUE STANDARD**

The Schools financial value standard was considered at the leadership & management committee meeting held on 26th January 2018.

RESOLVED: that the Schools' Financial Value Standard be approved and submitted to the Local Authority.

3011 **GIFTS AND HOSPITALITY POLICY AND PROCEDURE**

- RESOLVED: a) that the Gifts and Hospitality Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this Policy and Procedure.

3012 **CORPORATE HEALTH AND SAFETY POLICY**

- RESOLVED: a) that the Corporate Health and Safety Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy.

3013 **GOVERNOR VISITS**

The Chair reminded governors to ensure that governor visits reports were saved on to the Google Drive.

- RESOLVED: a) that governors record and save visit reports on Google Drive;
- b) that governor visits be removed as a standing agenda item on the full governing body meeting agenda.

3014 **GOVERNOR TRAINING AND DEVELOPMENT**

- RESOLVED: a) that the availability of CPD opportunities on www.eridingcpd.net be noted;
- b) that the CPD prospectus be received.

3015 **PARENT VIEWS – EYFS Parents Survey**

Results from the EYFS Parents survey were shared with the board prior to the meeting. Governors thanked the Headteacher for sharing the feedback with them as it confirmed that parents were content with the EYFS provision at the school and that any concerns that they did have had been responded to.

- RESOLVED: that the EYFS Parents Survey report be received.

3016 **ACADEMISATION**

Governors asked the Headteacher which Academies had been considered by the school. The Headteacher notified the board that she had approached Mr Andrew Kimmel at the Department of Education for a list of Academies and that these included, Swanland Education Trust, Ebor, Horizon and HCAT. The Headteacher reiterated that academies' were only being considered that had the following key features;

- i. Located near to the school;
- ii. High proportion of outstanding schools;
- iii. Strong primary focus.

Governors asked the Headteacher to investigate and research another academy and to feedback to the board at the next meeting. The Headteacher agreed to provide information about another academy at the next meeting and will attempt to secure a Headteacher from Humber Educational Trust to present at the next full governing board.

- RESOLVED:
- a) that information about another academy would be provided to governors at the next full governing body meeting;
 - b) that the Headteacher would approach a Headteacher from Humber Educational Trust School to ask if they could present at the next meeting.

3017 **PROGRESS AND ATTAINMENT**

Mrs R Brammall delivered a comprehensive report to the board regarding progress and attainment and the following issues were highlighted.

Mrs Brammall explained to the board that year one were achieving very strong outcomes with the proportion of high Prior Attainment (PA) group pupils achieving greater depth well above national.

A governor asked how pupils would move PA groups. Mrs Brammall explained that pupils would not move PA Groups as they are historical data sets but that pupils would progress from expected standard to working at greater depth.

RESOLVED: that the report be received.

3018 **MOCK SATs DATA**

Table One: Scaled progress scores for current pupils Mock SATs data

Reading	Writing	Maths
-6.05	0.6	-3.43

Governors asked for an explanation of the scaled progress scores that Mrs Brammall had distributed to the board. Mrs Brammall explained that a score of 0 meant that pupils on average, do about as well as those with similar prior attainment nationally. A positive score meant that pupils do better than those with similar prior attainment nationally and that a negative score means pupils do worse than those with similar prior attainment nationally.

Governors asked why the scaled progress reading score was so low. Mrs Brammall informed the board that the February reading paper was considerably harder than previous mock papers and that the school was hoping that the real paper would be at a reasonable level

A governor asked if some pupils were becoming very stressed after sitting the exams. Mrs Brammall informed the board that the school was considering disapplying two pupils from the SATs as they were finding the exams very stressful and were currently not working at the level of the test.

Governors enquired if the interventions that were in place for year 6 students to increase SATs attainment were successful. Mrs Brammall informed governors that the following interventions were in place and were improving pupil attainment;

a. Arithmetic and maths scores were greatly improved by 3 x ½ time slots dedicated to arithmetic and maths each week;

b. Home learning had been changed to suit the revision timetable and reading scores were now increasing with class teachers addressing any home learning misconceptions throughout the week in afternoon sessions;

c. Maths was now being taught to Year 6 with a very strong focus on problem solving to raise scores achieved in paper 2 and 3;

d. Spelling, punctuation and grammar (SPAG) and Maths revision groups had started in the mornings;

e. Past SATs papers were being used to ensure that pupils were aware of how to answer a SATs question to achieve full marks- with classes focusing on areas of weakness as highlighted in previous papers.

Governors thanked Mrs Brammell for the comprehensive report.

RESOLVED: that the report be received.

3019 STRATEGIC PLAN- WRITING

Governors discussed the strategic plan for increasing writing attainment across the school.

A Governor asked if specific pupils had been identified as underachieving at writing and what the school was doing to support those particular pupils. The Headteacher did clarify that ten year 6 pupils had been identified as pupils who should be writing at a greater depth standard but had not moved from the expected standard. The Headteacher confirmed that Mr Stuart Mills, Headteacher at Bellfield Primary School would be visiting the school to look at how the pupils work had been moderated.

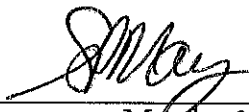
A Governor asked if spelling, punctuation and grammar (SPAG) was included in the definition of writing. The Headteacher explained that it was not included and that SPAG was seen as separate from writing, The Headteacher added that SPAG was a strength of the school yet writing attainment was still a concern.

A Governor asked if it would be appropriate to set more writing based homework tasks for year 6. The Headteacher informed the board that the parents had been critical of excessive writing based home learning tasks. A Governor suggested that this may be indicative of parents being unsure of how to support pupils with writing homework. Governors discussed the potential benefits of approaching parents to offer more support with home based writing tasks. Governors decided that it would be useful to share writing What a Good One Looks Like (WAGOLLS) with parents so that they could support their children better with writing tasks. Governors agreed that writing based tasks should be based in the classroom to ensure that the teachers could add value to writing tasks.

- RESOLVED: a) that the Strategic Writing Plan be received;
- b) that the school provide parents with writing WAGOLLS.

3020 **NEXT MEETING**

RESOLVED: that the next meeting be held on Monday 2 July 2018 at 4.00pm



Chair's Signature - Monday 2 July 2018

