

EAST AYTON COMMUNITY PRIMARY SCHOOL

Minutes of a meeting of the Full Governing Body held at the school on 19th July 2016 at 7:30 pm.

Present	Chair Head Teacher	Samantha Hay (SH) Derek Johnson (DJ) Lynda Calvert (LC) Rabia Firfirey (RF) Eileen Race (ER) Tim Watts (TW) David Tomlinson (DT) Paul Wilson (PW) Greg Harper	Co-opted Governor Headteacher Parent Governor Parent Governor Co-opted Governor Co-opted Governor LA Governor Staff Governor Co-opted Governor
	Apologies	Caroline Reddish (CR)	Staff Governor
	Clerk	Lee Barker (LB)	

Item	Minute	Action
69	Welcome SH welcomed everyone to the meeting	
70	Apologies for absence. Caroline Reddish - accepted.	
71	Declaration of interests and reminder of governor protocol. SH invited governors to declare any interest in matters which are the subject of, or are connected with, any item of business on the agenda. There were no declarations of interest. SH reminded governors of their responsibility to the school and the need for discussions in the meeting to be treated with confidentiality. Governors should act as a "critical friend" to the school. Decisions made by the GB will have an impact on the school and it is important that discussions within the GB remain confidential	
72	To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection. None	
73	Notification of urgent other business. Presentation on SEN Julie Warren. Chair took this as the next item on the Agenda. Julie then left the meeting.	
74	To approve as a correct record the Minutes of the previous meeting held on the 14th March 2016 Minutes were approved and signed The confidential minute was approved with a slight	
75	To consider matters arising from the minutes and for which there is no separate agenda item. No matters arising	
76	To receive a report from the Finance Committee and review start Budget Minutes of the Finance Committee had been circulated previously. Bursar reported a carry forward of £82,000. This was due to a number of one-off	

	<p>items which produced an in year surplus of £20,000. Governor Comment Important to be aware that this is not recurrent and should not be relied on in the future. However it does mean that there a few projects which can be carried out. Future Years funding has also improved and we will no longer have an in year deficit. We are more or less break even in future years now. Pupil numbers look to be slightly higher than first anticipated. DJ asked Governors if he could use some of this surplus to fund the IT project as reported at School Improvement Committee and also start replacing whiteboards which are becoming obsolete. Total budget required will be £17,500 for the IT project and replacing of one whiteboard with interactive television. All agreed that we should spend the money on this project. Governor Question Is there anything else that you would want to spend money on that we could approve now? – Window in the Kitchen. County will fund £3000 so we would need to add additional funding. Agreed to re-visit the old quote. GH agreed to seek advice on planning. Action</p>	<p>DJ GH</p>
<p>77</p>	<p>To review Head Teachers Report including an Update on the School Development Plan and Pupil Progress DJ circulated Head Teachers Report</p> <ul style="list-style-type: none"> • Premises – a number of small scale repairs have been funded by County tackling the roof leaks. Working to prioritise areas of school decoration but some will be done by county due to water damage so we can look at other priorities. <p>Governor Question What about the damaged tiles in one of the classrooms? – they will be replaced when the roof is repaired. Governor Question Do we need a sign outside school giving the name of the head teacher? – yes will get one made. Action</p> <ul style="list-style-type: none"> • Staffing – Resourced for seven classes plus Nursery. <p>Governor Question Is there any additional admin resource required due to the Nursery – yes built in an extra afternoon but not sure of full impact of. Governor Question What is the title of admin staff – relook at job description and progression</p> <ul style="list-style-type: none"> • Class R have moved to new location. Specific room for interventions now so no need for children to sit in the hall. • Average attendance 96.8% which is exactly the same as last year. 1.5 % persistent absence. <p>Governor Question What does the less than 85% attendance equate to in time? – about three weeks</p> <ul style="list-style-type: none"> • New School Development Plan to be drafted over the summer. <p>Governor Question Will we incorporate chanting of tables as a regular exercise? – yes we will look at working on this in some way Governors wished to note their thanks to Paul and Terry for supporting children in sport where we have done well. Governor Question What are we going to do with Music in a similar way – looking to get a specialist in to school for a day a week for teaching and to offer clubs. School buys in to County Music programme for instruments. Looking to target children in Year 3 with a specific aptitude and interest to have extra tuition. Governor Comment We have to provide opportunities for children to achieve their potential in creative aspects. Governor Comment The Choir has been very successful this year. Also considering buying in SJT support to work with children in one or two year groups to produce a performance. DJ also wants to explore arts development. Governors wished to record their thanks to Vicky and Jenny who have given time to run Choir each week.</p>	<p>DJ</p>

	<p>Governor Comment We need to make ourselves part of a community and collaborating on arts projects may be one way.</p> <p>Governor Comment We have also talked about having links with the residential home in the village.</p> <p>Governor Question What is the homework policy, do children get much? – we need consistency and to formalise this hence a homework policy as part of the school development plan next year</p> <p>Discussion followed about what impact “The Base” has and agreed that schools relationship with the Base would be reviewed in September.</p> <p>Action</p>	DJ
78	<p>To receive an update on the Nursery</p> <p>Ready to open in September. 15 children on role which is slightly above breakeven.</p> <p>Funding arrangements are in place.</p> <p>Governor Question Do we have the staffing capability to take on more children? – yes we can take on 24 without it impacting. There are four more starting at Christmas and two more starting at Easter.</p>	
79	<p>To receive an update on senior management restructuring</p> <p>This is recorded in a confidential minute</p>	
80	<p>Governor Training</p> <p>Nothing to report</p> <p>Action –to look for an e-learning option</p>	GH
81	<p>Urgent other business identified at Item 5</p> <p>Julie circulated an Annual Report</p> <p>For September school will have 15 SEN pupils</p> <p>One new pupil in Year 1 has serious delayed development and will need some provision.</p> <p>Three more pupils receive speech therapy in Year 1.</p> <p>One year 6 pupil requires TA support in class and school has applied for EHCP support to take forward to his secondary school.</p> <p>First class at writing will be developed in September. The theme will be pirates.</p> <p>First class at number aimed at YR 2 and 3 and improves their confidence with numbers. Based on a Post Office theme. Three 30 minute sessions per week.</p> <p>Governor Question Do we have any indication of SEN requirements in Class R? – one or two concerns but no major issues that we know of.</p> <p>Hoping that Nursery will focus on reading and raise base line.</p> <p>Governor Question Are we doing everything that we can within available resources? – yes for the resources we have. One of key things to focus on is the link to class when a pupil has been withdrawn for an intervention.</p> <p>Governor Comment This informs everything that the teacher is doing for the child. Communication between teachers and interventions is an area where we could improve without additional resource.</p> <p>The support network with county and other schools has been important in accessing skills we don’t have.</p> <p>Governor Question Do we think HMRI will be satisfied with what we are doing? – not complacent but think we have made big steps forward this year. Need to ensure we are focussing on numeracy. Will have to look at constructing an intervention ourselves to pick up pupils who are falling behind. Will also look at our tracker system.</p> <p>Governor Comment We have a highly experienced body of teachers and now a highly experienced body of TA’s.</p>	
82	<p>Declaration of Business Interest</p> <p>No new declarations</p>	
83	<p>Impact</p> <p>The IT review carried out by GH and the subsequent spending decisions</p>	

	<p>following his recommendations will considerably impact on pupils</p> <p>Governors wished to record their thanks to GH</p> <p>The spending on repairs and maintenance governors had agreed has improved the pupils environment for teaching and learning</p> <p>The decision to start a nursery and the working party which has contributed to a successful implementation plan will benefit base line attainment at reception stage</p> <p>The decision to take forward a restructuring of senior management will directly impact on the leadership in school</p>	
84	<p>Date and time of next meeting</p> <p>Full Governors 3rd Nov 2016</p>	

Meeting closed at 21:36

Signed.....
Chair of Governors

Date