

# Governing Body Meeting

## Tuesday 17<sup>th</sup> January 2017 at 4.00pm

**Governing Body:** Beverley Higlett Chair of Governors  
 Jonty Archibald Headteacher  
 Hayley Ryan  
 Ian Fielder  
 Marcus Warder  
 Claire Croud  
 Andy Withers  
 Dave Davenport

**Associate Members:** Jim Henderson Deputy Headteacher  
 Sam Barnes Senior Deputy Headteacher  
 Carlene Amos Business Manager

**Apologies:** Jon Greenacre  
 Una Rogers  
 Lisa Wilson  
 Stephen Goodwin

**Guests:** Donna-Marie Janson

**Notes:** Natalie Miller Clerk

Agenda Items		Action Points
<b>1.</b>	<b>Welcome &amp; Apologies</b>	
	The chair welcomed governors to the meeting and introduced Donna-Marie Janson who has joined the meeting as a guest. DMJ is interested in the Foundation Governor vacancy. JA will propose that DMJ is appointed as a Foundation Governor at the Southampton Headteachers Co-operative Meeting on 31 <sup>st</sup> January 2017. Apologies received from JG/UR/LW/SG.	JA - Agree appointment of DMJ as Foundation Governor
<b>2.</b>	<b>Conflicts of Interest</b>	
	None stated, other than previously declared.	
<b>3.</b>	<b>Approval of previous minutes &amp; matters arising</b>	
	Minutes of the meeting held on 29 <sup>th</sup> November 2016 were agreed as an accurate record and signed by the Chair of Governors. There were no matters arising.	
<b>4.</b>	<b>Headteachers Report – Questions</b>	
	Report circulated prior to the meeting. JA invited governors questions:  HR referred to the Dashboard Data which had identified a weakness for the SEN group. HR asked what the school had planned for this year to make improvements. JA explained that the school have been focusing on these groups of students. UR continues to work hard identifying and supporting SEN students. SB explained that the criteria for SEN students is changing and	

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	<p>this may affect the number of children that fall into this category. UR has been working with teachers and has been training them on how to offer more to the SEN groups. Y11 students need to be encouraged to take the additional support that is available for them. HR asked how many students in Y11 this affected. SB advised that 5 students are currently a concern. DD asked what is changing in the criteria. SB replied that a significant amount of changes have been introduced. These include the needs of the children and the use of external agencies. Parents will be receiving letters regarding the changes.</p> <p>DD commented on the reduction of external exclusions. SB said the results were astonishing, just 0.4% of roll. This shows the impact of upgrade. Last year the figure was 2.1% and the previous year 3.5%.</p> <p>In response to a Q from BH, SB explained that the Attendance Report [B] shows that there were 93 PA students for the Autumn Term from the 710 students on roll. The criteria changed to 90% from 85% therefore any data prior to Jan 2015 is not comparable. Just 7 days illness in the Autumn Term would make a student a PA. There is one school refuser in each year group. The Local Authority fast track system to court has no speed. The school has had to look at changing the ethos and culture regarding attendance/absence following the Isle of Wight case. Year 7 attendance is holding well. The Dashboard Report; pg 11 contains attendance data.</p>	
<p><b>5.</b></p>	<p><b>Proposed Achievement Targets 2018 &amp; Revision of Targets 2017</b></p>	
	<p>Paper tabled and summarised by JH: Subject Target Setting Y11</p> <ul style="list-style-type: none"> <li>• Challenging targets set – 2 extra sub levels</li> <li>• 2 sets of targets for each subject</li> <li>• Grade 9-5 is equivalent to A*-C / 9-7 is equivalent to A*-A</li> <li>• Targets have been set based on prior attainment</li> <li>• KS2 Average point score used for subjects such as Business Studies</li> <li>• 4.2 prior attainment level is aspirational</li> <li>• English &amp; Maths: 67.44% A*-C [87 students]</li> <li>• English &amp; Maths: 23.26% A*-A [30 students]</li> <li>• Total entries for English &amp; Maths 129</li> </ul> <p>Paper tabled and summarised by JH: Governors Target Setting 2018</p> <ul style="list-style-type: none"> <li>• Challenging targets set</li> <li>• Progress 8: 0.5 and above is outstanding – no change throughout the year groups</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Attainment 8: Difficult to set this target - 4.9 Y11/Cohort 2012</li> <li>• Based on 4.2 or 5.2 or above prior attainment</li> <li>• Y10/2013 Cohort – slightly weaker cohort therefore lower target yet challenging</li> <li>• % 9-5 English &amp; Maths is set at 50 - which is challenging</li> <li>• Current Y7/Cohort 2016 - early indications show a high ability year group although this does need to be clarified</li> <li>• Progress 8 is the most important measure – higher end of students</li> </ul> <p>JA proposed that targets are set in this format from now on. JA asked governors for their agreement on these targets although it will be re-visited in the future. DD asked if the targets are achievable. IF asked if the targets are aspirational or challenging. JH explained that the targets are currently aspirational. The school are 8 points away from the 42% prediction at this point in time. IF asked if there had been any discussion with other schools. JH said that all schools are in the same position and that Progress 8 cannot be used to judge progress. RP seems to be leading the way at the moment. IF stated that the targets must be revisited and the chair agreed that this would be an annual process. Next year comparative data should become available.</p> <p>Targets accepted and agreed by the governing body.</p>	<p>Re-Visit Targets Annually – [on Business Plan]</p>
<b>6</b>	<b>Determine Admission Arrangements for 2018/19</b>	
	<p>JA explained that the consultation period has now finished. The Policy/Poster has been displayed on the school website and was forwarded to the LA. All necessary procedures were followed. JA reported that no responses had been received. JA proposed that the GB determine the Admissions Arrangements for 2018/19. Seconded by BH. Policy agreed – all in favour.</p>	
<b>7.</b>	<b>Academy/Trust Update</b>	
	<p>JA updated governors on his investigation into Academy/Trust. Sir Andrew Carter from the RSC Headteacher Board is meeting with the Trust Heads on 31<sup>st</sup> January 2017.</p> <p>Governors discussed the funding differences of a MAT to that of a local authority school. AW advised that funding for a MAT comes direct from government, on average between 3-5% is required to fund the group of staff who run the MAT. Top slicing from the LA is estimated at between 8-12%. IF added that it is difficult to gain accurate information on how much top slicing there is for a MAT. Some MAT's report 5% but report the figure is higher when they are challenged.</p> <p>IF explained that the school had previously decided not to follow the academy road whilst in special measures. There had been no challenge regarding this decision. However it is now time for the</p>	

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	<p>GB to ask themselves the same questions again.</p> <p>JA stated that the Oasis Academy Group would be pleased for Regents Park to join them - but is that the right choice for us. The GB needs to consider if there are benefits of joining a MAT with other local primary schools.</p> <p>Governors agreed that the school must not stand still and need to move forward on this issue. All points of view need to be considered, including that of; SLT, Governors, Staff, Parents and Students. What does the GB want to achieve for the school and the local community? What is the vision of the school and the GB?</p> <p>An additional meeting will be arranged to discuss this issue in great detail. BH will liaise with governors regarding a convenient date and time.</p>	
<b>8.</b>	<b>Finance Update – Verbal inc Lettings Charging</b>	
	<p>CA advised that she has recently undertaken a review of the school lettings charges. The budget plan shows a need to increase the income by £10k each year. It is difficult to obtain prices from other schools as not many publish this information on their website. Currently, there are two rates offered; commercial or youth groups however it is planned to move away from this and introduce a one rate structure – it is felt that this will be easier for the school to manage. There is also an increase to the Caretakers charge which is justified. CA explained that there is a risk that some hirers will find alternative venues. Following a brief discussion IF proposed that the revised charges be accepted. Seconded by BH. Agreed – all in favour.</p> <p>CA advised that the deficit budget plan remains on track. SLAs, out-turn and a budget update will be presented to the Resources Committee on 1<sup>st</sup> February 2017.</p>	
<b>9.</b>	<b>Policy Reviews</b>	
	Updated list circulated. Policy review ongoing. Devon guidance circulated.	
<b>10.</b>	<b>School Development Plan / Link Governors Reports</b>	
	<p>Paper tabled: SEF Dashboard: Leadership &amp; Management. Link governors to look at specific areas of SEF. JA will forward SEF to the clerk to be emailed to governors.</p> <p>Link Governor Updates:</p> <p>IF - Safeguarding Report presented at previous GB meeting. Single Central Register audited and all statutory requirements are being met. IF has completed the Online Prevent Training and Safer Recruitment Training.</p>	<p>JA – Email SEF to clerk for circulation</p>

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	<p>IF - Ofsted: Working with the CoG on the 20 Parliamentary questions that a governing body should ask itself.</p> <p>IF attended the December Learning Walk.</p> <p>HR – Attended the December Learning Walk and Schools Education Forum. Also due to take part in a Learning Walk at Redbridge and St Anne’s this week.</p>	
<b>11.</b>	<b>Committee Updates</b>	
	Minutes circulated: Resources 13 <sup>th</sup> October 2017 & Teaching & Learning 17 <sup>th</sup> October 2017. These will be approved at the next committee meetings.	
<b>12.</b>	<b>Governor Training</b>	
	BH informed governors that Newport offer a Termly Briefing for Clerks, Chairs and Heads but that all governors are welcome to attend. BH attended on 9 <sup>th</sup> January 2017 and reported that the briefing was an interesting evening. It was suggested that the clerk could e-mail governors a reminder of the courses available at the start of each month. The subscription with Newport runs until 31 <sup>st</sup> March 2017. MW attended his Governor Induction Training on 25 <sup>th</sup> October 2016.	Clerk- Send reminders of Newport Training Courses
<b>13.</b>	<b>AONB</b>	
	None	
<b>14.</b>	<b>Next Meeting Date</b>	
	15 <sup>th</sup> March 2017 at 4.00pm. Meeting closed at 5.17pm	

Signed: .....

Date: .....