



WIDECOMBE IN-THE-MOOR PRIMARY SCHOOL

Local Governing Body

Meeting – Part I Minutes							
Date/Time	4 th February 2018 at 17:30	Location		Widecombe-in-the-Moor Primary School			
Attendees	Initials			Attendees	Initials		
Chris Elliott	CE	Chair	Parent Gov.	Fiona Froy	FF	Co-opted Governor	
Des Stokes	DS	Exec. Head		Ben Cartridge	BC	Parent Gov.	
Anna Perry	AP		Staff				
Rob Steemson	RS		Co-opted				
Emily Cook	EC	By Skype	Parent Gov.				

Apologies	Initials	Reason (Category of Governor)

Absent without Apology	Initials

In Attendance	Initials	(anyone who is not a governor/associate)
Rachel Hill	RH	Clerk

Minutes to
Attendees
Apologies
School Website

No	Agenda	Led by
1	Welcome and Apologies	CE
2	Declarations of Interests	CE
3	Possible merger with ESW	CE
4	Executive Head teacher's report	DS
5	Class structure	DS
6	Monitoring feedback	DS
7	Policy Review date list	DS
8	Minutes and actions from last meeting	CE

Agenda Number	Details of discussion	Decision or action
1	<p>Welcome and Apologies</p> <p>The Chair welcomed all present to the meeting. EC was connected via skype to the meeting.</p> <p>Evie Edworthy was co-opted onto the Board for a term of 4 years. CE to organise a school visit with Caroline Westacott. CE to give Evie Edworthy business interest and trustee statement forms to sign.</p> <p>Emily Cook to review her term on the LGB after the close of the next academic year.</p>	
2	<p>Declarations of Interests</p> <p>There were none.</p>	



3	<p>Possible merger with ESW</p> <p>CE updated Governors on the possible merger with ESW. The consultation process is now complete and Directors are undertaking due diligence. If a decision is made by Directors to go ahead with the merger it will then be considered by the RSC and a final decision made by the DfE. The merger could take place by September 2019. ESW will officially undertake back office administration (this includes finance, HR and premises) from April 2019 onwards. They have however, been 'bridging the gap' with finances and premises since the SDA chief financial officer left on maternity leave and the Health & Safety and GDPR manager resigned.</p>	
4	<p>Executive Head teacher's Report</p> <p>There are 73 children on the school roll for the Spring 2019 term.</p> <p><u>School Priorities</u> <i>To raise the progress score and greater depth attainment in maths.</i> DS advised that he had visited Tedburn St Marys school and as a result of this the school has signed up to Times Tables Rock Stars (TTRS) and MyMaths to increase multiplicative fluency. TTRS is worked on for three minutes three times a week by the children and is proving popular. For those pupils who do not have online access at home special sessions are set up at school. TTRS is not additional homework and used by pupils at home for their own benefit.</p> <p>The meeting moved to Part II minutes The meeting returned to Part I minutes</p> <p><i>To improve attainment and progress of disadvantaged pupils:</i> The majority of pupils are making expected progress in reading, writing and maths.</p> <p>The meeting moved to Part II minutes The meeting returned to Part I minutes</p> <p><i>For the School to achieve at least a 96% attendance record for 2018-2019:</i> At the end of the Autumn term attendance was 96.2%</p> <p><i>Increase the percentage of reception children exceeding a GLD in the EYFS.</i> Children who were assessed at above the age related expectation at their Baseline assessment have been monitored. The learning for these children is differentiated to ensure progression.</p> <p><i>Points raised in peer or LA review, Ofsted or RSC and what changes may be needed:</i> A Hub visit has taken place at Widecombe which was useful. The organisation of staff meetings (teacher and TA) will be reviewed to ensure good communication and so that staff are clear they are being led. All staff are asked to know who the disadvantaged children are and what strategies are in place for them and what the expectations for them as learners are. DS will revisit the maths action plan. There were no questions from Governors about the school data.</p> <p>Quality of teaching: DS has observed all teaching staff. 75% of teachers are consistently good or better with 25% of teachers consistently outstanding.</p> <p>Safeguarding: SEND (no EHCP) attendance is 97.2%.</p> <p>There is one more day of THRIVE training to be undertaken. All learning has been shared with other teachers.</p> <p>Safeguarding Audit to be an agenda item for the next meeting.</p>	<p>Safeguarding Audit to be an Agenda Item for the next meeting.</p>



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	<p>BC will undertake Safeguarding Lead training in the coming month.</p> <p>The meeting moved to Part II minutes The meeting returned to Part I minutes</p> <p>It was agreed that the school would start working with Widecombe Tots to ensure speech and communication is identified at pre-school. Agenda item for next meeting.</p> <p>Community involvement. DS to look into why not many PP parents attended the parents evening.</p>	<p>Speech and communication to be identified at pre-school. Agenda item for next meeting.</p> <p>DS to look into why not so many PP parents attended the parents evening.</p>
5	<p>Class Structure</p> <p>DS reported that due to the number of pupils next year and a funding shortage from the DfE class structures will be looked at and moderated for the 2019-2020 year. This is to ensure financial viability for the school.</p> <p>DS will meet with Stuart White on the 5th February to discuss the school budget for the next 3 years.</p> <p>CE to ask Stuart White from ESW for the school budget by the 8th February. CE will then to circulate this to governors for comments prior to the next finance meeting on the 6th March.</p>	<p>CE to ask Stuart White from ESW for the budget by the 8th February. Then to circulate to governors for comments.</p>
6	<p>Monitoring Feedback</p> <p>BC said that he would be interested in marking and feedback monitoring. RS and CE to look at Webburn learning behaviours. EC and FF can do 6th February for PP. DS to give monitoring guidance and parameters to governors.</p>	<p>BC, RS, CE, EC and FF to undertake monitoring</p>
7	<p>Policy Review list</p> <p>RH to send AP SEND policy once it has been approved by Directors. DS to ask Barbara for policy review list. Communication policy – RH and CE to search for one and email to AP if they can find it</p>	<p>Barbara to provide policy review list. RH to email AP SEND policy. RH and CE to look for a communication policy.</p>
8	<p>Procedural Items</p> <p><u>Minutes from the last meeting</u> The minutes from the last meeting were signed as a true and accurate record.</p> <p>CE reminded governors that a governor will need to be elected to the pupils and standards committee.</p>	

Detail of next meeting

Date/Time	16 th May at 5.30pm (clerked)	Location	Widecombe-in-the-Moor Primary School
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The meeting closed at: 7.40pm.