



Full Governing Body Meeting

Monday 18<sup>th</sup> May 2015

Chaired by: Jill Skidmore

Clerked by: Laura McNulty

Present: Jill Skidmore (JS) Chair; Karen O'Connor (KO) Headteacher; Sarah Bellicoso (SBe); Helen Smith (HS); Nick Reason (NR); Sharon Redfern (SR); Simon Bates (SBa); Caroline Boam (CB); Ellie Wragg (EW); and Laura McNulty (LM) Clerk;

**Action:**

111 14/15 **Introduction and Welcome**

JS welcomed all Governors to the meeting at 7:30 and introduced Steve Ford (SF), the School Improvement Partner from DCC LA who was here to give a short presentation on the results of the SIRR.

SF talked through the School Improvement Review Record (SIRR), which he explained is a written dialogue between the LA and the school. The overall rating is a strong 'Good' with some 'Outstanding' areas. The school has an average attendance level of 95.4% which is above the national average and is an excellent starting point for good progress. The SIRR focuses on marking, feedback and assessment. Governors discussed the disadvantages of statistics based on progress when used to represent a small cohort, and the need for accurate initial and end of Key Stage reviews.

Governors thanked SF for his time and advice. SF left the meeting at 8pm.

112 14/15 **What we are hoping to achieve this evening**

JS suggested that the aim for the meeting was to build on the excellent progress mentioned in the SIRR. Governors agreed.

**Agreed**

113 14/15 **Any other business**

JS sadly informed Governors that Mr Bill Gregory had sadly passed away a fortnight ago. Mr Gregory was an active Governor and supporter of Taddington School for many years (decades) and his presence and words of support will be sorely missed. Governors would like to pass on their deepest sympathy. HS suggested that the Trustees make a donation to purchase a cup or other suitable memorial in Mr Gregory's memory. Governors and staff will discuss options.

**KO**

114 14/15 **Apologies**

Tania Wilson (TW) and Mary Teeboon (MT) had sent apologies for their absence, which were accepted. Rev Richard Benson (RB) was not present and had not sent apologies or a substitute.

**Agreed**

115 14/15 **Governing Body Membership**

There is still the place held by RB to be substituted, on the assumption that RB continues to feel unable to attend meetings or offer input. It is believed that the Diocese has now provided an additional person – Miss Sophie Etchells (SE) – to assist RB. Governors hoped that either SE or RB may be able to make the next meeting.

116 14/15 **Declaration of Business Interests**

No Business Interests in tonight's meeting were declared.

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| 117 14/15 | <p><b>Minutes of previous meeting</b><br/>Minutes of the meeting held on 16<sup>th</sup> March had been previously distributed. The minutes were agreed as correct and signed by JS.</p>  | <b>Agreed</b>  |
| 118 14/15 | <p><b>Confidentiality</b><br/>Governors agreed that minutes numbers 092 14/15, 106 14/15, and 110 14/15 should be marked as confidential.</p>   | <b>Agreed</b>  |
| 119 14/15 | <p><b>Matters arising and actions</b><br/>(131 13/14) Find out additional info on floodlights – JS to email Governors - o/s<br/>(015 14/15) Report on LMS Sports in July – o/s<br/>(046 14/15) Maintain report on sports funding – ongoing – o/s<br/>(046 14/15) Enquire with Trustees re donation – ongoing – o/s<br/>(047 14/15) Take laptops to LMS – one still required in school the rest can be collected for Lady Manners once we have agreed that they will provide written evidence that they have been received– o/s<br/>(092 14/15) Write letter of thanks to VF – completed and discharged.<br/>(094 14/15) Contact Buxton College re students to volunteer – o/s.<br/>(094 14/15) Purchase a 'Taddington Bear – bear donated by SBe. - completed and discharged.<br/>(095 14/15) Add Data Protection and Calculations policies to May agenda – added then Calculations deferred to July - completed and discharged.<br/>(098 14/15) Bring collated SEF &amp; SA results to May meeting - completed and discharged.<br/>(106 14/15) Action new policies required re Safeguarding - completed and discharged.<br/>(108 14/15) Send out training dates - completed and discharged.<br/>(110 14/15) Terminate ICT contract - completed and discharged.</p>   |  |
| 120 14/15 | <p><b>Committees:</b></p> <p><b>Curriculum Committee</b><br/>The minutes of the Curriculum Committee were discussed and agreed as correct. Governors unanimously agreed the recommendation to accept the revised Behaviour Policy. Governors unanimously agreed the recommendation to accept the revised Assessment Policy.</p> <p><b>H&amp;S Committee</b><br/>The minutes of the H&amp;S Committee were discussed and agreed as correct.</p> <p><b>ICT / Website / Brochure Working Group</b><br/>Following recent discussions, a draft layout of the proposed homepage for the new school website was distributed. Governors unanimously approved of the look and content. KO to continue monitoring this project and bring further results to the next meeting. KO was happy to announce that there had been a smooth transition between ICT contractors, with the new contractor prepared to work over the summer holidays to assess recommendations for improvement.</p> <p><i>NR left the meeting at 8:35pm</i></p> <p><b>Finance Committee</b><br/>Living Wage<br/>KO explained the requirement to consider the 'Living Wage' payment on an annual basis. This entitlement increases the hourly rate of the lowest paid employees to what is considered the minimum wage to live on. KO explained that few staff would be affected, and these staff work minimal hours. To agree this payment for another year would have a very minimal financial impact on the school budget. JS proposed</p> | <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>KO</b></p> |

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|           | that Governors agree this payment for the year 15/16. Governors unanimously agreed.   | <b>Agreed</b>                                   |
|           | Annex 1 & 5<br>Governors discussed the proposed Annex 1 (splitting the budget) and Annex 5 (staffing hours) for 2015/16. JS talked through the carry forward amount, and where savings had been accrued. It is expected that this amount will reduce significantly in the next few years. JS and KO are confident that the Annex 1 is realistic and achievable, and proposed acceptance. Governors unanimously agreed. KO talked through the Annex 5 explaining that there were minimal changes from last year, including a slight increase in admin hours due to the increase in contracted weeks from 38 to 39; and TA hours increased slightly. JS proposed acceptance and Governors unanimously agreed.   | <b>Agreed</b><br><br><b>Agreed</b>              |
| 121 14/15 | <b>Staffing</b><br><b>*Confidential Item Removed *</b><br><br>A TA is required to cover the stated hours of an SEND child. The hours are currently being covered by Liz Rose who has relevant experience. The situation is working well. DCC HR are requesting that the post is advertised. 18 hours SENTA are required. School needs to fund the first 9.5 hours. KO is to discuss the matter further with the schools Educational Psychologist after half term, to assess the best interests of the child.<br><br>AW has returned to work and is doing well.<br><br>Headteacher Performance Management. All is going well and targets are being met. Reviewed in the Autumn term.<br><br>SBe's Indian trip planning is progressing. The Dean of Calcutta is to visit school after half term, for prayer week. Other local schools are also visiting. To enable all the visitors to experience this, prayer week will now be held over a fortnight. Parents and members of the community are very welcome to visit school during this time. Local church members will also be invited. |   |
| 122 14/15 | <b>Buildings</b><br>Floodlights: Nothing to report.   |   |
| 123 14/15 | <b>Headteachers Report</b><br>KO talked through the report which had been previously distributed. JS and KO wished to express thanks to the PFA who have done a tremendous job raising funds. At present the PFA are hosting a book fayre in school which is proving very popular with students and parents. The Summer Fayre will be held on 28 <sup>th</sup> June.<br><br>Governors thanked KO for another extensive and informative report.  |   |
| 124 14/15 | <b>Policies</b><br>Policies had been previously distributed. Governors had no requests for change, and approved the following: <ul style="list-style-type: none"> <li>• Authorised Leave of Absence</li> <li>• Data Protection</li> </ul><br>Behaviour and Assessment had been previously approved under minute 120 14/15. Calculations was deferred to the July meeting. LM to add to agenda.  | <b>Agreed</b><br><b>Agreed</b><br><br><b>LM</b> |
| 125 14/15 | <b>SIP</b><br>KO talked through the colour-coded SIP report (School Improvement Plan) – copies  |   |

previously distributed. The school have already achieved a lot and all actions are ongoing if not completed. Some areas will be carried over into the next academic year. Governors agreed that the SIP had given a positive impact on staff, teaching and learning.

- 126 14/15 **Derbyshire Educational Improvement Partnership Service Agreement**  
KO talked through the package offered by the DEIP and explained why it was recommended that Governors accept it. After a short discussion, Governors unanimously agreed to purchase. **Agreed**
- 127 14/15 **Sports Funding**  
KO explained to Governors how some of the Sports Funding is currently spent of the Sports Package offered by Lady Manners School. The concerns about not continuing with this sports package include that most yr 6 will attend LMS and benefit from this as a transition tool. Along with sports, it helps with familiarity, integration and confidence building. However, Buxton Community School is offering a sports package that is significantly cheaper. The saving could be used to fund Primary Cluster sporting events. Governors discussed the pros and cons of both the LMS and BCS sports packages. Governors agreed to discuss this further at the July meeting. LM to add to July agenda. **LM**
- 128 14/15 **SEF and Skills Audit**  
Governors discussed the results of the SEF and Skills Audit. There are no worrying or unexpected responses. Governors looked forward to comparing these results to next years, when both the new Head and new Governors will have had more time and experience in their roles.
- 129 14/15 **Chairs Report**  
Nothing to report
- 130 14/15 **Admissions**  
7 children were offered a reception place for September. 1 child immediately declined, and 2 more have since declined. 4 are expected and are likely. This is a small intake, but Governors are aware the both years 1 and 2 will have high numbers. 52 NOR is likely for September, which is healthy.
- 131 14/15 **Extended Services**  
Taddington Tigers After School Club  
KO discussed with Governors the present situation of Tigers not paying rent to school. Governors agreed that there is no imminent requirement to change this position. Tigers were recently inspected by Ofsted and the report is not positive. It was unfortunate that Ofsted were inspecting the EY provision, and there were no children of this age present for the inspection. An unfortunate admin error between Tigers and Ofsted also proved a negative point on the report. However, Ofsted did recognise the many positive areas the Tigers provides. The Tigers committee are monitoring the situation.
- 132 14/15 **Student Management Information Service**  
The LA have signed a new contract to move the Student Information software provider from Facility to RM Integris. Schools will no longer be supported in using Facility, but do not have to sign up to Integris (though it is strongly recommended). Other local primary schools have signed up and KO recommended that Taddington did, to receive the benefit of LA support and a degree of 'safety in numbers'. Governors discussed and unanimously agreed to sign up to the new software. **Agreed**
- 133 14/15 **Parent View - Ofsted**  
There continues to be insufficient response by parents to the Ofsted Parent View

website, to enable school to access results. This situation will remain monitored.

134 14/15 **Governor Photos**

As NR was no longer at the meeting, this item could not be discussed further.

135 14/15 **Budget**

This has been discussed fully during minute no 120 14/15.

136 14/15 **Virements, Approvals, Disposals and Inventory.**

Some items present on the inventory can not be located within school. They are all old and with limited/nil value. Governors agreed to write off:

- 1 x CRT monitor
- 2 x VHS video cameras
- 1 x whiteboard
- 1 x camera
- 2 x CD players

**Agreed**  
**Agreed**  
**Agreed**  
**Agreed**  
**Agreed**

137 14/15 **Safeguarding**

KO distributed 3 new HM Government documents for Governors to read:

- What to do if you're worried a child is being abused
- Keeping children safe in education
- Information Sharing – Advice for practitioners.

Nothing else to report.

138 14/15 **Governor Visits**

Governors continue to visit school on a regular basis. SBa had visited school to assist in a premises walk around. Governors to ensure that when they visit, a report is completed.

**All**

139 14/15 **Governor training and conferences**

Nothing to report.

140 14/15 **Correspondence and Information for Governors**

Nothing new to report.

141 14/15 **AOB**

Nothing to report

**What have we achieved that will make a difference to the children in our school?**

Governors were happy that they continue to monitor the strengths and weaker areas of the school, with positive Safeguarding progress and positive staffing.

The meeting ended at 10:20pm.

Date of next meetings (2014/15):

**Monday 6<sup>th</sup> July 2015 – bring diaries to set 15/16 dates.**

All meetings start at 7:30pm and are held in Taddington School.