

WELLINGTON PRIMARY SCHOOL

Dudley Hill Road

Eccleshill

Bradford

BD2 3DE

Head Teacher: Mrs Joy Wood

Minutes of the Governing Board meeting

held on Monday 8th July 2019 at 6.00pm

PRESENT: Mrs E Gooding-Brown (EGB), Mrs R Gray (RG), Mr A Senior (AS), Mr D Carey (DC), Ms D Purewal (DP), Mrs B Dolby (BD), Mr J Parker (JP), Mrs N Rashid (NR), Mrs L Sheffield (LW) Ms J Holmes (JH), & Mrs J Wood (HT) (JW)

IN ATTENDANCE:

1. APOLOGIES

Apologies were noted from Mrs J Holmes, Mr D Carey & Mr M Azum

2. NOTIFICATION OF ANY OTHER BUSINESS & AGENDA VARIATIONS

The next T & L meeting is taking place on Friday at 2.00pm.

Chair & Vice-Chair 2019-20

There were no further items of any other business.

3. DECLARATION OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE LAST MEETING 29.04.19

The minutes of the meeting held on 29th April 2019 were unanimously accepted and signed as a true record of the meeting.

Proposed: LS Seconded: DP

5. MATTERS ARISING

Action 1 – The Safeguarding policy has been reviewed by RG and emailed to school.

Action 2 – The Behaviour policy has still to be reviewed and AS noted that the wording needs to be amended following the pupil exclusion which took place last year particularly in relation to SEND.

JW advised that an appendix to the existing policy will be created.

The Behaviour Policy was approved subject to the appendix being created.

The Complaints Policy will be emailed out to Governors for any questions/comments and subject to the responses the policy will be ratified in September.

6. CORRESPONDENCE

None for this meeting.

7. HEADTEACHER'S REPORT

In Summer 2 JW reminded all that she delivers a verbal report.

A new fire alarm system is being installed over the summer period covering all 3 buildings.

The interactive whiteboards are also being installed over summer.

JW summarised the PX outcome where re-instatement was offered but refused by the parents.

The pupil was kept on roll following a request from the LA. This was agreed for a short period of time.

Since March, JW has been trying to get an answer and has been speaking with legal services on whether it was legal to take the pupil off roll. A straight answer has not been forthcoming and she was referred to a particular document containing an amendment from 2016.

SEND provision is an issue in Bradford at present.

JW advised that she is actively seeking to resolve the issue.

The pupil's parents have said that he will not be returning to Wellington ever.

Issues with a current EHCP student and the secondary placement were outlined.

The backlog of work at the LA and their capacity was discussed.

The holiday period for the Grantley, the second key holder at the school, was noted but he has been unable to get cover for the period.

The caretaker is aware but JW would have to cover in the event of sickness.

He has been instructed to keep his phone switched on in the evenings.

Nick Shearn the newly appointed Yr1 teacher is spending time in school this week.

JP explained the induction undertaken and that prep work for next year is being carried out.

Q – Is he on a short-term contract?

A – A 1-year fixed-term contract.

The Ingleborough residential visit for 2020 has been launched but there has been a disappointing response with only 48 putting their name forward.

JW noted that a consultation could be the way to ascertain what parents are looking for.

Q – How do they pay?

A – Deposit and instalments.

Issues with cost seems to be the reason for many not getting involved.

Neil is contacting parents to try and get a firm number.

Q – What numbers do we need for it to be viable?

A – The cost of the coach is an issue and the staffing needed.

LS recommended that asking if a shorter duration would encourage attendance could be included in the parent questionnaire.

RG asked if there was an analysis of those not attending and JW will look into this.

She will do all she can to ensure the trip goes ahead but residential visits will be looked at for future years.

LS noted the benefits of a newsletter being sent out and the use of the Ofsted questionnaire in respect of interacting with parents.

Parents have requested that data be sent out more regularly than annually and this now goes out termly.

Email, text and paper communication was discussed by Governors.

Uploading the newsletter to the website has been agreed to be carried out already.

JW circulated a pack of data for Governors information including comparative data.

EYFS GLD, Yr1 Phonics, Yr2 Phonics resits and Yr2 SATs information by group is included
It was proposed that this will be discussed in detail at the first meeting in September.

This data and Yr6 SAT's will inform the actions and areas for development in the School Improvement Plan.
GLD is improving but Yr1 Phonics is at 77-78%
Yr2 Phonics resits were 100% successful.
KS1 data is still below national but is improving steadily.
There is a gender gap between boys and girls in writing.

JW advised that BSO is accessible by Governors to obtain further comparative information.

Q – Are these packs about attainment and not progress?

A – Yes, they contain all the attainment data.

The KS2 SAT's results come out tomorrow and these will be analysed for progress.
The Teaching & Learning committee meeting this week will focus on the KS2 outcomes.

Preliminary work has been carried out on the new Ofsted Framework.

In September, this will be an agenda item. **Clerk to note.**

The broader curriculum was summarised by JW and she advised there will be less focus on data in inspections.

LS advised of the summary documents available on the Key.

JP noted that the new framework is allowing for more flexibility and that the curriculum needs to reflect the local community needs. He also stated that teachers have found the new changes exciting.

JW particularly noted the strength of the team in school in respect of the new framework.

AS advised that Governor involvement in the new changes is desirable and asked what else they can do to help to get the school to Outstanding.

LS recommended that a summary be provided of the impact of actions be used.

EGB asked that a high-level view of the SIP be provided to show the highlights and key points.

JW also stated that a detailed SIP is needed in school but a summary document can be provided for Governors.

Summer Fayre 29th June. – This did not take place and DP advised that this was due to lack of interest from stall holders and the community. This was a huge success last year and the poor interest may have been down to Ramadan.

There was a high level of support from Teachers and TA's who were thanked by Governors for their efforts.
Books are the prizes for pupils this year – all have visited Waterstones to choose their prizes.

Alice in Wonderland is the production this year and is taking place on Wednesday 10th and Thursday 11th July and Governor support will be welcomed.

JP advised of the focus on reading this year and authors have been written to.

4 free workshop visits have taken place to meet an author. The children were very positive about the experience.

There was a trip to the library today and NR particularly noted the good behaviour of the children.
DP noted the summer reading challenge which is encouraged.

The Yr3 Art exhibition took place last Friday and was noted as impressive by JP. This has been left in place for others to view.

AS advised that the feedback on the quality of the work was superb.

The success of the OBON day on 28th June was summarised by JW.

All teachers were involved in the day and JP detailed the benefits.

JW explained that for the last 4 weeks, the sets that she has been involved with have been working on creative writing to create books for the younger children and this work will be ring bound for the children to keep.

2 former pupils have returned to school on work experience and 1 has also volunteered for extra work at the school.

Training on work scrutiny has been undertaken by JW and the SLT.

The Homework policy and practice is being reviewed and will be in place for September. Challenge for the more able is a focus in the document.

The Yr4 times table trial has been trialled online.

Governors unanimously approved that the school will continue to be part of the BEOP network at a cost of £600.00.

8. RSE

JW advised that relationship education in school is being reviewed in school but sex education is not compulsory for primary schools.

The guidance available was noted by BD.

Parental right to withdraw from sex education was noted.

This was discussed in detail by Governors.

How this ties with keeping children safe online was explained by LS.

E-safety is an ongoing programme in school.

This will be dealt with by a separate working party to be created in September.

9. COMMITTEE REPORTS

Resources 18.06.19

AS summarised the meeting.

He advised of the 1.3% carry forward this year.

Increased costs over the coming years were noted and a £31k deficit is predicted in 2020-21 with £128k deficit in the following year.

This is based on the worse-case scenario and many schools are in a similar position.

The uncertainty over Government grant funding and pension contributions were explained.

There will be an impact on staffing if the situation does not improve.

All temporary contracts have been removed and there is no increase in income anticipated in the 3 Yr budget.

JW explained how Bradford have taken a financial hit as a result of cutting back on expenditure.

The situation will be kept under review.

EHCP's and the LA's unwillingness to issue these was also noted along with the increased costs to the school as a result.

Nursery numbers – JW advised that there are vacancies in Nursery for the first time.

The school will lose funding as a result of nursery numbers falling and there are 11 half day places unfilled.

The demand for wrap-around provision was discussed.

Before and After School care was discussed and KW explained that 2 providers have looked into this but could not make it viable.

JW advised that any provision would have to be run as a business.

Q – How are Nursery numbers set?

A – Its down to space and 39 could be accommodated.

It was noted that staffing is different in respect of 2-Year-old provision.

White boards at a cost £7,800 pa have been agreed.

Q – If we were in a deficit situation – would we be forced to become an academy?

A – No. The 3 Year budget has been submitted and we have been informed that there are schools in significantly worse positions.

10. ATTENDANCE

The attendance data was circulated and Governors were asked to study the detail.

Q – What is the Ofsted target?

A – 95-95.5%.

Ofsted recommendations on attendance such as fining for unauthorised absence have been introduced. A discussion took place around the target for next year as well as how the data is collated.

The target for statutory attendance was proposed to be set at 95.5% for the next academic year.

This was unanimously approved.

Staff absence summary was circulated for information.

Q – What does Other cover?

A – Maternity leave, training etc.

The cost to school was noted as an important factor when looking at the figures.

11. GOVERNOR VISITS/TRAINING

LS is visiting on Friday

12. POLICIES

Addressed in agenda item 5.

13. MEETING DATES 2019-20

EGB advised of the rationale for the dates set this year.

The dates for 2019-20 have still to be agreed.

14. ANY OTHER BUSINESS

EGB advised of her intention to stand down as Chair for the next academic year due to workload. She will continue as Governor.

JW thanked EGB for her work whilst Chair and she has had a great impact on the GB.

The election of Chair & Vice Chair will take place in September.

Governor recruitment was discussed in detail.

15. DATE OF NEXT MEETINGS:

16th September 2019 at 6.00pm

AS thanked everyone for their attendance and closed the meeting at 8.00pm

Action Points

Action Number	By Whom	Action	Timescale
1	Clerk	New Ofsted Framework to be an agenda item	Next meeting.
2	Chair/Head/Clerk	Meeting dates 2019-20	ASAP