

# WELLINGTON PRIMARY SCHOOL

Dudley Hill Road  
Eccleshill  
Bradford  
BD2 3DE

Headteacher: Mrs Joy Wood

## Minutes of the Governing Board meeting

held on Monday 16<sup>th</sup> September 2019 at 6.00pm

**PRESENT:** Mrs E Gooding-Brown (EGB), Mrs R Gray (RG), Mr A Senior (AS), Ms D Purewal (DP), Mrs B Dolby (BD), Mr J Parker (JP), Mr M Azum (MA), 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 Mr D Carey.

#### 2. ELECTION OF CHAIR & VICE CHAIR

MA was nominated for the post of Chair of the Governing Body and unanimously elected.

**Proposed: EGB Seconded: AS**

DP was nominated for the post of Vice Chair of the Governing Body and was unanimously elected.

**Proposed: AS Seconded: MA**

#### 3. NOTIFICATION OF ANY OTHER BUSINESS & AGENDA VARIATIONS

There were no items of any other business.

#### 4. COMPLETION OF PECUNIARY INTEREST FORMS

The Pecuniary Interest Forms were completed by those present.

#### 5. DECLARATION OF INTEREST

There were no declarations of interest.

#### 6. MINUTES OF THE LAST MEETING 08.07.19

The minutes of the meeting held on 8<sup>th</sup> July 2019 were unanimously accepted and signed as a true record of the meeting subject to:

- Ms J Holmes being removed from the list of attendees and apologies noted as Ms not Mrs.
- Agenda item 7 – Nick Sheehan is the newly appointed Y1 teacher.

**Proposed: JP Seconded: LS**

## **7. MATTERS ARISING**

Agenda item 7 – JW advised that the Ingleborough trip now has sufficient numbers to make this trip worthwhile.

**Q – Do we know what the issue was originally with a lack of sign ups?**

**A – Nothing specifically but obviously the cost is high.**

Agenda item 8 - Interest in the working party on RSE has been high and there has been a lot of work put into this within Bradford. There quite strong feelings amongst some parents and this needs to be progressed after October half-term.

RG will attend the working party meeting and DP will attend as a Governor representative.

The group will consist of parents, governors and staff.

JW will lead on arranging the meetings.

A report will be provided to Governors at the next GB meeting.

## **8. CORRESPONDENCE**

None for this meeting.

## **9. REVIEW OF COMMITTEE MEMBERSHIP**

The membership of the 2 main committees was discussed and agreed.

### **Resources Committee:**

Alan Senior, Emma Gooding-Brown, David Carey, Bryony Dolby & Joy Wood

### **Teaching & Learning Committee**

Mohammed Azum, Joe Parker, Noshaba Rashid, Laura Sheffield, Jo Holmes, Davinder Purewal & Joy Wood

In respect of Staff Discipline, Staff Discipline Appeals, Pupil Discipline/Complaints, the required panel will be drawn from available Governors.

## **10. APPOINTMENT OF NAMED/LINK GOVERNORS**

The following Named Governors were agreed:

Safeguarding/Child Protection/Looked after Children	Bryony Dolby
SEND	David Carey
Health & Safety	Alan Senior
HT's Performance Management	Emma Gooding-Brown & Laura Sheffield
Governor Briefing Representative	Available Governors

It was also agreed that BD and AS will attend to review the Single Central Record asap.

Class Link Governors were agreed as:

Reception	Divinder Purewal
Year 1	Noshaba Rashid
Year 2	Noshaba Rashid
Year 3	Alan Senior
Year 4	Divinder Purewal
Year 5	Mohammed Azum
Year 6	Emma Gooding-Brown

It was agreed that each class link Governor visit will have a focus based on the School Imp Plan.

The website committee list is to be updated.

## **11. NEW OFSTED FRAMEWORK**

MA delivered a PowerPoint presentation on the new framework.

The emphasis is now looking at a more balanced curriculum in schools.

How this relates to primary schools in particular was stressed and a move away from purely focussing on Maths and English has taken place.

How the curriculum is covered during an inspection with SLT and middle leaders was outlined.

Quality of education and behaviour for learning are key areas.

The 3 core functions of those responsible for governance were displayed and detailed.

- The Vision, Ethos and Strategic direction are also a key part of the SIP.
- Holding the leadership to account
- Ensuring value for money.

AS advised that there is also a new focus with the SFVS this year.

How the quality of education judgement will be arrived at was explained in detail including curriculum design, teaching pedagogy, assessment, attainment & progress, reading and readiness for the next stage of education.

JW noted that foundation subjects have always been covered at Wellington and a review of these is taking place by the leadership team. Quality of learning and progression is being pursued.

JP summarised how the topics have been reviewed throughout the foundation subjects including that these need to be relevant to the local community.

New teacher induction was queried by AS in respect of the ethos of the school and this was outlined by JP and JW.

JW advised that good learning behaviours are embedded in the pupils through the Growth Mindset strategy.

**Q – Does Inspire Maths fit in?**

**A – Yes, this was seen by the inspectors as challenging the higher achievers.**

**Q - Are the less able achieving?**

**A – Yes this has helped to bring them on by the use of coaching partners.**

Higher aspiration is being encouraged this year. JP outlined how this has been progressed in school including the introduction of a career's week in school. It is hoped this will open up the wider world to the pupils.

MA advised that Leeds Beckett also do a lot of work with primary school in this regard.

## **12. HEADTEACHER'S REPORT**

The Headteacher's report had been circulated prior to the meeting.

Staffing Personnel – The Teaching staffing structure for 2019-20 was detailed in the report.

Attainment & Progress – The data dashboard on BSO was displayed and is available to all Governors.

The comparative data with Bradford and National over 5 years was displayed and the differences between Boys and Girls data was explained.

The key points of the data were included in the written report.

JW explained how the data is tracked over a 4-year period.

AS noted the benefits of the information being available in the different year groups covering EYFS, Yr1,2 and 6.

Middle leaders are now much more proactive in reviewing action plans for targeted pupils.

The biggest disappointment was in the reading outcomes at the end of KS2.

Discussions with other schools have highlighted the differences in access arrangements and this was explained by JW.

**Q – What are we doing between Yr2 and Yr6?**

**A- Inspire has helped with Maths and it is hoped to help with Reading.**

Rising Stars is used at Fagley and this has proved to be successful. The challenging nature of the programme was explained.

Fluency in reading is being promoted this year.

Staff expectations of pupils not being high enough was also noted as an issue by MA.

JW stressed the need for Reading to improve based on the results seen.

Access arrangements in relation to the emphasis on the new framework was discussed in detail.

The differential between boys and girls is still evident.

The SLT will review the middle leaders plans and JP outlined how discussions are held over strategies to be employed with particular pupils.

It is hoped that the scrutiny will be greater now in Yr's 3,4&5 and that the level of catch up needed in Yr6 is reduced.

JW noted her intentions to improve on the outcomes seen this year which is seen as a blip rather than a trend.

A meeting of the SLT took place prior to the holidays and a strategic plan was created to address the issues encountered.

**Q – Have the required Nursery numbers been achieved?**

**A – Not as yet. This is the first year ever that nursery has not been filled.**

**There are 10 am and 5 pm vacancies at present and there will be a clawback of monies at the October census.**

Breakfast club has now commenced at the school and DP advised that parents feel this is expensive. This is being closely monitored and JW noted that this cannot run at a loss.

### **13. SCHOOL IMPROVEMENT PLAN 2019-20**

A new format for the SIP had been circulated prior to the meeting.

The SIP was requested to be circulated in the new template.

JW had circulated the School Improvement objectives agreed at the Training Day prior to the meeting.

**Q – Pupil questionnaire – is something which driven by the pupils to be included in the SIP?**

**A – The school council is now being promoted as the student voice in school and this where issues can be raised.**

### **14. COMMITTEE REPORTS**

Teaching & Learning 12.07.19

The data reported on in the Headteachers report was discussed in detail at this meeting.

### **15. HEADTEACHERS PERFORMANCE MANAGEMENT ARRANGEMENTS**

EGB & LS will attend the HTPM training.

### **16. ACADEMIES (annual review)**

It was agreed that academisation will not be pursued this year.

### **17. GOVERNOR VISITS/TRAINING**

JW explained that any training needed by Governors can be booked through the school Business Manager.

## 18. POLICIES

Safeguarding – the updated policy will be emailed to the school again by Ruth.

## 19. ANY OTHER BUSINESS

A Parent governor election will be held to replace Ruth Gray who has tendered her resignation.

There are also 3 vacancies for Co-opted governors to be filled.

How to market the vacancies was discussed in detail.

JW advised that Deputy Heads have been encouraged to take a role on other schools' GB's at BEOP.

The school website was noted as a good place to advertise for potential governors.

A letter will be sent out by EGB advising of the Parent governor and Co-opted governor vacancies.

## 20. DATE OF NEXT MEETINGS:

To be confirmed.

**MA thanked everyone for their attendance and closed the meeting at 8.05pm**

### Action Points

Action Number	By Whom	Action	Timescale
1	JW	Dates to be agreed for the RSE Working Party Report on the meeting	ASAP Next GB meeting
2	Clerk	Suggested GB & committee meeting dates to be circulated	ASAP
3	Neil Gunstone	The website committee list is to be updated	ASAP
4	BD	Review SCR accompanied by AS	ASAP
5	JW	SIP to be circulated in the new format	Next GB meeting
6	JW	Parent Governor election	ASAP