

BANISTER PRIMARY SCHOOL
MEETING OF THE FULL GOVERNING BODY
THURSDAY 28th MARCH 2019

6.15 P.M

MINUTES

Those Present:

Kate Vincent (Head Teacher)
Peter McBride (Chair)
Richard Congreve (Vice-Chair)
Peter Davison (left during item 7)
Dave Hockin
Sammy Balcombe
Alistair Chaplin (arrived during item 5; left during item 12)
Sam Clough
Luke Newman (left during item 8)
Megan Streb

Apologies: Vivek Kholi

Cllr. Steve Leggett

Absent: None.

In attendance: Katie Pevreal (Clerk)

Notes: Alistair Chaplin arrived during item 5 and left during item 12. Luke Newman left during item 8. Peter Davison left during item 7. Item 10 was moved to become item 6 to ensure that Peter Davison could leave on time. All other items followed accordingly.

1. Welcome, Present and Apologies

Apologies were accepted from Vivek Kholi and Cllr. Steve Leggett.

2. Declaration of Interest

Governors did not declare an interest in any of the agenda items.

3. Minutes and Actions of Previous Meeting

3a. The minutes of the previous meeting were signed by the Chair.

3b. All actions were completed except for the following which remain ongoing:

Page Number	Minute Number	Action	Governor- Person responsible
4	10b	SC + PD to meet to discuss data.	SC/PD
6	15d	DH to draft Deceleration Policy and circulate via email.	DH

3c. David Hockin had drafted the Deceleration Policy but needed to send it to the Headteacher for approval.

ACTION: DH to send Deceleration Policy to KV for approval.

4. Correspondence

There was no correspondence to bring to the board's attention.

5. Communications Between Headteacher and Governors

5a. The Headteacher and the Chair met with Derek Wiles regarding the SEND pupils in the upcoming YR and he advised them that they should take all concerns back to Tammy Marks. He also advised that a Health & Safety Fire Check would indicate any evacuation problems and as such the school could limit the number of SEND pupils in the following academic year so as not to endanger any pupils. Derek Wiles advised that a conversation with Rose Road might be beneficial. A governor advised that she was a Trustee at Rose Road and that she would try and set up a contact.

ACTION: SC to set up contact with Rose Road.

Q: Will the LA pay for a Health & Safety Fire Check?

A: No, but it is not expensive.

5b. Alistair Chaplin joined the meeting.

5c. The board was advised that the school had won its first ever cup in a Y5 Maths Challenge, achieving 20 points more than any other school. Two teams attended and the groups were of mixed ability.

5d. The board was informed that the Green City Charter Launch that five Y5 pupils were supposed to attend was postponed.

5e. The first Trust Group Wordsmith event had taken place and the day was thoroughly enjoyed by the children.

Q: Who is involved with this project?

A: £35,000 has been allocated across the Trust to impact children's writing through poetry. It is hoped that at some point there will be a whole Trust presentation but the project will take place over two years. The project will continue into Y7 for any children who are still in Trust schools.

6. SEND Update

6a. Peter Davison informed the board that he had met with Natasha Roberts on 27th February to discuss early identification for SEND. He noted that for new starters early identification was limited as many children attend private nurseries. If children are coming from outside the UK there is very little that can be done unless the parents approach the school.

6b. It was noted that EHCP applications take approximately 20 hours of work each and require six months of evidence before applying. The total process after collecting evidence takes around 20 weeks.

6c. When he met with Mrs Roberts, the school had 13 EHCPs in place and three work-in-progress EHCPs. However, the school is currently targeting 20 pupils this academic year in addition to the 13 pupils who already have EHCPs.

Q: Does the school have any examples of successful early identification?

A: Yes. A YR pupil this year had an EHCP from the first day they arrived at the school.

Q: Can the six months of evidence begin at Nursery?

A: Yes, but whether or not the school can use this evidence in an application depends on the quality of the evidence collected.

6d. It was noted that there were tensions regarding language and EHCPs and the school felt that on a number of occasions children requiring EHCPs were turned down because the panel felt that the needs were in relation to their English language skills.

6e. It was noted that EHCP allocation was up by 20% in the city this year.

6f. The board was informed that the school had been approached regarding an QTVI (Qualified teacher of the Visually Impaired) base. The school had responded that they were open to a conversation but they would need a number of things to be agreed, mainly to protect our finances, before they would seriously consider it. Any decisions would be brought back to governors in due course.

7. Headteacher Report:Visible Learning

7a. The headteacher had attended a course in Edinburgh as part of her CPD and wished to share what she had learned with the governing body.

7b. The headteacher noted that while she had learned a lot, there would not be any major changes taking place within the school, but rather small tweaks would be made so that the school could improve on their current good practice and have a long term impact. The incremental effect of small changes can result in large improvements.

7c. It was noted that teacher efficacy was of great importance and the headteacher informed the board that the school would subscribe to the Visible Classroom app from September at a cost of £200 per teacher. This app gives feedback to staff almost instantly regarding the level of their language, the number of deep questions they asked during the session and the speed at which they were talking, among other things.

7d. Peter Davison left the meeting.

7e. It was also noted that the ways in which staff seek feedback from pupils, and what pupils understand as feedback, could be improved.

8. Subcommittee Reports

8a. GP

8aa. The board was informed that the Nursery Building had come in under budget and that the school was happy with the building.

8ab. The Budget Forecast for the upcoming years was looking more positive than it had been in part due to pledges made by the government to cover the increase in teachers' pay and teacher pension contributions.

8b. TLC

8ba. The board was informed that Chris Nash had given the committee a verbal update on mock SATs, and Jay Cook, Tracy Price and Sammy Balcombe had updated the committee on the reading progress.

8bb. It had been agreed at TLC that there would be a working party set up for data. It had also been agreed that the TLC needed to improve on the questions they were asking in regard to data.

8bc. The board was informed that there had been some concerns raised at TLC around the level of anxiety Y6 children were experiencing in the lead up to SATs and the possible role of SATs companion in this. It was also noted that all children had accessed SATs companion at school so there was no way of accurately seeing how many children had accessed the software at home. The school had already put in place procedures to ensure any child without internet access at home was not at a disadvantage.

8bd. Luke Newman left the meeting.

9. SIP

9a. A governor had visited Sammy Balcombe's class to observe the work that was taking place regarding reading, however he still needed to write his report. The governor impressed with the new techniques being implemented, commenting that there was a good level of engagement in the class and that the class were engaging in deep learning.

10. After School Care

10a. The school had discussed with Paint Pots the plans regarding after school care for the following academic year, however Paint Pots had asked if they could cease their provision at the end of the Easter term due to staffing changes, so the school would now be offering its own after school programme from 23rd April. The after school provision would be named Milky Way.

10b. The response from parents had been positive and the school had already secured the attendance of enough pupils that they would at least break even. The provision would be a little more structured than that of Paint Pots.

Q: How much cheaper is it for parents?

A: £2 a day.

Q: What is the staff to pupil ratio?

A: 1 staff member to every 8 - 10 children.

10c. The gross income for the summer term would be between £15,000 and £18,000.

11. Pupil Premium

11a. Disadvantaged pupils had enjoyed the opportunity to do some cookery on World Book Day. Additionally, of all the children involved in the Trust project, 50% were disadvantaged pupils.

12. Access to School

12a. Some children were taken to measure the air quality in the different roads around Banister and found that Banister Gardens is much clearer than Archer's Road. Professor William's student's monitoring will also come to an end at Easter so the board would soon have the results of this.

12b. The board was informed that the school were looking to implement Park & Stride systems. Potential posters for this were passed to governors. It was put forward that taking children out to walking for five and ten minutes so that the timings on the maps were realistic would be beneficial. It was also noted that marking safer routes on the map might be useful for older children who might walk from the car by themselves.

12c. The board was informed of a number of road closure trials near school that had taken place throughout the city. It was agreed that we should approach Highways regarding the possible closure of the road at school drop-off and pick-up, initially on a trial basis, to see if this could be a more permanent solution.

ACTION: DH to contact highways regarding temporary road closure.

12d. Alistair Chaplin left the meeting.

13. Governor Week Feedback

13a. Governors had no further feedback to give.

14. Any Other Notified Business

14a. SCC had allocated £2,500 worth of funding to Banister for playground markings. It was hoped that these would be added before the end of the Summer term but would definitely be added in time for September. The school had also received £200 for sports equipment.

14b. One governor wished to discuss the response to the new RSE guidelines. It was noted that there was a PSHE hub on Monday to inform staff of the latest guidance.

14c. Governors were reminded that there had been changes to the governance handbook that they should make themselves familiar with.

ACTIONS:

Page Number	Minute Number	Action	Governor- Person responsible
1	3b	SC + PD to meet to discuss data.	SC/PD
1	3b	DH to draft Deceleration Policy and circulate via email.	DH
1	3c	DH to send Deceleration Policy to KV for approval.	DH
2	5a	SC to set up contact with Rose Road.	SC
4	12c	DH to contact highways regarding temporary road closure.	DH