



**Meeting of the Full Governing Body  
Monday 9 February 2015 at 5.30 pm**

**Term 3 Meeting**

**Present:** Becky Drake – (CoG), Louisa Wilson (Ht), Alan Walters (acting Deputy), David Hanks, Nicola Read, Amanda Woolley, Hannah Baker, Abby Warren, Ian Wills, Matt Gait, Lynsey Lowrie, Philip Webb

**In Attendance:** Carina Sime – Clerk  
Nic Hallows (until 6.00 pm)

Item		Action to be taken
1	<b>Apologies</b> – were received from Suzanne Hanks, Abby Warren and Hannah Baker and accepted by all present.	
2	<b>Register of Pecuniary Interests</b> – was signed by all present	
3	<p><b>Presentation on Mastery of Learning</b> – Ht gave a presentation to Governors on 'The Mastery Model'. Copy on file.</p> <p>The Mastery Approach is a new style of teaching which the school has been applying to Maths and English. This approach is based on Benjamin Bloom's Mastery for Learning Model.</p> <p>Less content is addressed in greater depth with higher expectations, 100% of children are expected to achieve 100%.</p> <p>Teaching and assessment is focused on standards so that all classroom activities are aligned to essential skills, knowledge and understanding. Teaching goes much deeper and it is about understanding the pupils understanding. Fewer children are left behind as they will 'master' the basics before moving on.</p> <p>Under the Mastery Approach all children need to be taught the same skill, learn the basic version of the skill and then provide different challenges. High expectations assume they will achieve and do everything possible to make it happen.</p>	

**RESPECT RESPONSIBILITY FRIENDSHIP HONESTY TRUST PERSEVERANCE**

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4	<b>Minutes of the last meeting</b> – minutes of the meeting held Monday 1 December 2014 were agreed as a correct record and signed.	
5	<b>Matters arising –</b>  Item 3 – the Assessment Procedure will be reviewed in Term 5, Data in Term 6.  Item 5 – emailed.  Item 10 – Skills Audit taking place. This will be an item on the agenda for the next FGB.  Item 13 – a ‘Come and meet Tom the School Dog’ session has been arranged for Tuesday 10 February. Parents were informed of the Governors decision regarding Tom.  All Committee meeting dates have been emailed to all Governors along with all minutes.	Skills Audit to be an item on the agenda for the next FGB

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6	<p><b>LA Review</b> – prior to the meeting Governors received a copy of the:</p> <ul style="list-style-type: none"><li>• Getting to Good Local Authority Monitoring Visit Report, 27 January 2015</li></ul> <p>Copy on file.</p> <p>Val Houldey (SIA) visited school on 27 January 2015 and conducted a review. Ht confirmed that the visit provided a positive report for the school. (See report) - All lessons observed were good or better, learning behaviour was exceptional, impressed with books, marking and feedback, praise for the learning environment and displays around school.</p> <p>Governor stated that the following statement from the report, gave very positive feedback:</p> <p>“This has resulted in a revitalised and highly motivated staff who see themselves as learners and a sharp awareness of pupil progress on the part of teachers.”</p> <p>Governor then asked staff is this a true reflection: <b>Are staff feeling revitalised and highly motivated?</b> Yes, it has been tough but there is a clear vision and staff are continuing to work hard we all want the best for the pupils.</p> <p>“The Behaviour Policy is known and understood by pupils and used by staff. This has made a considerable reduction in behaviour incidents and behaviour for learning is good or better. There is a perception from some children that there is poor behaviour particularly at playtimes.”</p> <p>AW confirmed that to make playtimes more enjoyable the school council are to present a bid to the PTA for a ‘Play Pod’.</p> <p><b>What is a Play Pod?</b> This consists of crates of ‘junk’ for example, netting, foam, old phones and dressing up clothes. It enables children to use their imagination and instigate play like in ‘olden days’. There are specialised ‘Scrap Stores’ that provide this equipment or donations can be made.</p> <p><b>Is this a concern for Health and Safety?</b> No, all risk assessments are taken through the Scrap Stores and copies are available.</p> <p>Ht also advised that the school is in the process of obtaining a quote for a multi surface area. The current playground is not large enough for the volume of children and this would provide extra play area. The school could look into renting this area out to the community therefore</p>	
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7 **Committee Reports –**

Finance & Resources

The Committee met on 14 January. The main items covered were:

- Current and future budgets. The current budget was considered to be satisfactory and the 3 year forecast will be discussed at the next meeting.
- The purchase of new lockers for the year 4 corridor was agreed.
- Proposed changes to the Staffing Structure (from September 2015), were discussed and agreed.
- Several issues were discussed regarding the security of both the school premises and the IT equipment. Plans have been put in place for improvements where necessary.
- The Deputy Head is still absent. Talks are still on-going between the school, HR and the union regarding a resolution.
- Acting Deputy provided an overview of the TA Performance Management targets and their implementations.
- The School Improvement Plan (SIP) was reviewed.
- An update on the Cleaning Contract was provided. The contractor has agreed to pay the cost of the TUPE transfer. The new contract is still to be provided and agreed.

Achievement & Provision

The Committee met on 26 January. The main items covered were:

- The School Improvement Plan (SIP) was reviewed and many questions were raised (see minutes). All agreed it was very informative.
- Data provided on Impact of Interventions was discussed
- A Data review took place (see minutes for questions raised).
- SEN – Sue Anstey (SEN Specialist) was employed for one day a week during term 2 to assist with the setting up of new processes.

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8	<p><b>Review of updated SEF</b> – prior to the meeting Governors received a copy of the Self Evaluation Summary February 2015. Copy on file.</p> <p>This is an updated version and changes made are shown in yellow.</p>	
9	<p><b>Policy Review –</b></p> <ul style="list-style-type: none"> <li>• Homework Policy to be agreed.</li> <li>• E-Safety, Collective Worship, Accessibility and Health &amp; Safety Policies to be emailed to PW for formatting.</li> </ul>	PW to format Policies
10	<p><b>Any other Business –</b></p> <ul style="list-style-type: none"> <li>• Chair of Governors reminded all present that data sent prior to meetings should be read and any questions forwarded to the relevant Chair/brought to the meeting.</li> <li>• There are currently too many Staff Governors. It was proposed that Mr Alan Walters become an Associate Member. Proposed by BD, Seconded by MG accepted by all present. The current Governor Schedule is to be reviewed.</li> <li>• Chair of Governors advised all present that she may be looking to relocate and therefore the Governing Body should start to plan for a replacement as from September.</li> <li>• Ht requested that a Governor Discipline Panel be arranged as a matter of urgency. 3 Governors are required and will need to meet beforehand to discuss the situation. Dates and times to be arranged an emailed.</li> </ul>	Dates and times for the Discipline Panel to be arranged and emailed.
11	<p><b>Date of next meeting</b> – Monday 27 April at 5.30 pm.</p>	

Meeting finished at 19:15

These minutes have been agreed as an accurate account of the meeting of the Full Governing Body of Stephen's Church of England Junior School.

Signed ..... Date .....

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