

**Minutes Of Governors Full Governing Body Meeting**  
**held on Monday 8<sup>th</sup> July 2019, 6.30pm at Parrett and Axe Primary School**

**Present:**

|                             |    |  |
|-----------------------------|----|--|
| Simon Smith                 | SS | Headteacher                                      |
| Allison White               | AW | Staff Governor                                   |
| Richard Dodson (Vice Chair) | RD | Foundation Governor                              |
| Ben Bailey (Chair)          | BB | Parent Governor                                  |
| Lisa Raison                 | LR | Parent Governor                                  |
| Liza Caddy                  | LC | Parent Governor                                  |
| Martyn Gillingham           |    | Foundation Governor                              |
| Emma House                  | EH | Foundation Governor joined the meeting at 19/054 |

**In Attendance:**

|                |    |                                 |
|----------------|----|---------------------------------|
| Vicky Reed     | VR | Clerk                           |
| Bev Coleberd   | BC | Prospective Foundation Governor |
| Karen Lovering | KL | Clerk from September 2019       |

**Apologies were received and accepted from:**

|                   |    |                                |
|-------------------|----|--------------------------------|
| Lesley Holloway   |    | Associate Governor             |
| Joy Edwards       |    | Foundation Governor            |
| Nick Harris       | NH | Co-opted Staff Governor        |
| Sue Pakes         | SP | Foundation Governor            |
| Andrew Kindness   | AK | Local Authority Governor       |
| Rev David Baldwin | DB | Foundation Governor Ex Officio |

**Other Governors:**

None

|              |   | Action |
|--------------|---|--------|
|              | <b>Opening Prayer</b><br>AW read the governors prayer.  |        |
| 19/046       | <b>Apologies &amp; Welcome</b><br>Apologies were all accepted as above.   |        |
| 19/047       | <b>Register of Business interests</b><br>The register of business forms have all been completed for the current year. There were no pecuniary interests declared for any items on the agenda. The forms will be re-circulated at the AGM in the new school year, for reviewing and re-signing.  |        |
| 19/048       | <b>Minutes of meeting held on 21<sup>st</sup> May 2019</b><br>The minutes were reviewed, agreed and signed.   |        |
| 19/049       | <b>Matters Arising from minutes of meeting held on 21<sup>st</sup> May 2019</b><br>a) 19/037 – Pupil Premium Changes – covered under item 19/052.   |        |
| 19/050<br>a) | <b>Committee Updates</b><br><b>Curriculum Committee</b><br>The committee met on 18 <sup>th</sup> June and minutes were circulated prior to the meeting. Questions were invited. <b>Governors asked</b> what SEAL stood for? Social Emotional Aspects of Learning and what ELSA stood for - Emotional Literacy Support Assistant.<br>Minutes were amended to show date of meeting as 18 <sup>th</sup> June, not 8 <sup>th</sup> January. The Curriculum Policy |        |

Signed.....Date.....Minutes of Parrett & Axe FGB meeting 8<sup>th</sup> July 2019

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|              | will be brought to and agreed at the next FGB meeting. The minutes of the last meeting will be signed once dates have been amended.   |  |
| 19/050<br>b) | <b>Resources Committee meetings</b><br>The committee met on 26 <sup>th</sup> June. The minutes were circulated prior to this meeting and questions were invited. No questions were raised. The minutes were agreed and then signed by RD.   |  |
| 19/051       | <b>Heads Report</b><br>The Head's report was circulated prior to the meeting. SS reported on any changes since the report was circulated.<br><br><b>Attendance &amp; Numbers on Roll</b><br>Reception in September 2019 will be full with 20 children accepted, and no appeals pending. Number on roll for census day is anticipated to be 135. It was 124 at last census day. There are now spaces in school in Years 2 and 3 only.<br><br>There were no other changes to SS's report and no questions raised.   |  |
| 19/052       | <b>Proposed changes to spending of Pupil Premium Funds</b><br>Prior to the meeting a report showing the interventions used for Pupil Premium children was circulated. SS reported that the Education Endowment Foundation has been commissioned by the government to review pupil premium spending across schools and the impact of the spending. As a result, SS is proposing changes to how the Pupil Premium funds are spent. SS brought the governors attention to the removal of financial support for school uniform for Pupil Premium families. The Resources Committee proposed that the school does not automatically give funding for school uniform to Pupil Premium families. They will be able to apply to the school for funds for school uniform and school trips on a case by case basis.<br><br><b>Governors asked</b> <i>about the change in the interventions put in place for pupil premium children?</i> SS confirmed that the purchase of Lexia digital technology is a new intervention, and will benefit all pupils throughout the school, but will be focussed for PP children. This is because the gap in reading levels for Pupil Premium children is still greater than desired.<br><br><b>Governors asked</b> <i>if the pupil premium money will cover all our interventions planned and carried out by the school?</i> SS reported that it will as the school is smart in how it uses the funds. The school's ELSA salary is part funded by Pupil Premium funds and all Pupil Premium children have open access to the ELSA.<br><br><b>Governors asked</b> <i>if Ofsted arrived would they be able to identify which are the pupil premium children?</i> SS reported that they would not be able to identify those children in the classroom, but they are identifiable on the class planning records, and all teachers know which are their Pupil Premium children. SS reported that Ofsted could ask the Pupil Premium children if they get extra support, and the pupils will be able to confirm that they do. |  |
| 19/053       | <b>Provision KS2 SATs Results</b><br>SS reported that in writing 100% of Year 6 are meeting the expected standard from internal assessment, with 13% of Yr 6 exceeding the expected standard; again, from internal assessment.<br><br>The Provisional SATS results are not released until 7.30am tomorrow. SS reported that he is confident that the results will be strong. SS will circulate the unvalidated results once they are available.   |  |

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| 19/054 | <p><b><u>EYFS, Phonics and KS2 Results</u></b></p> <p>The data sheet was circulated in advance of the meeting.</p> <p><b>EYFS Results</b></p> <p>SS reported that EYFS results show an improving picture. SS noted that this is a strong cohort, but good teaching and learning has supported them in their start at the school. SS noted that he is particularly pleased with the writing results this year which are now around the national average. SS noted that the collaboration support and input has had a positive impact in this area.</p> <p><b>Governors asked</b> what Self C was? SS noted that this is self-control, and PSE is Personal, Social Education.</p> <p><b>KS1 Results.</b></p> <p>SS drew governors' attention to reading &amp; writing in KS1, which show improved results. SS noted that assessment of KS1 writing is very subjective. A pupil can just miss a comma and not achieve the Age Relation Expectation. SS noted that the school shows an improving picture apart from writing. SS noted that Phonics scores were slightly down but are still at or around national average. SS reported that one child improved their score from last year, but still did not pass the phonics test. That pupil will now be having specific phonics interventions in Year 3.</p> |    |
| 19/055 | <p><b><u>Review of the school's Aims, Mission Statement and School Ethos</u></b></p> <p>Prior to the meeting a report of the proposed new mission statement, Aims and ethos of the school was circulated by SS. This has been reviewed by staff in school.</p> <p>It was agreed to add the strapline line One Education, Many Opportunities at the top of the mission statement, then retain the rest as background.</p> <p>SS reported that the school is going to move to House points instead of Dojos. House points will be given to pupils which will be tallied up and then once a year an award given to the house which has most points. House names will change too in September.</p> <p>SS talked about the Learning Powers. The children will design posters in September to demonstrate the learning powers which will tie in with the school's Christian value. All of this will be updated by Allison White on the website.</p>  | AW |
| 19/056 | <p><b><u>West Dorset Schools Collaboration Update</u></b></p> <p>SS reported that the lesson studies have finished, and at a final meeting all groups presented to the headteachers. All teachers report that they have found the lesson studies extremely useful for their schools, and all schools are now fully on board.</p>   |    |
| 19/057 | <p><b><u>Safeguarding</u></b></p> <p>Nothing to report at this time.</p>   |    |
| 19/058 | <p><b><u>Policies for Review</u></b> – The policies were circulated prior to the meeting.</p> <p>Disciplinary Policy – not changing, so version reviewed by Resources has now been approved by FGB.</p> <p>Governors Induction Policy – approved by Resources Committee, approved by FGB.</p> <p>Critical Incident Recovery Plan – on hold until staff phone numbers have been updated.</p> <p>Financial Procedures Policy – reviewed at Resources and approved by FGB.</p>  |    |

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| 19/059 | <p><b><u>Governor Training, Visits, Recruitment &amp; Succession Planning</u></b></p> <p><b>Training</b><br/>EH has attended School Development Planning training.</p> <p><b>Visits</b><br/>EH carried out a PSHE visit and will produce a report prior to the next meeting. Mr Copping will be the PSHE link from next year.</p> <p>LC &amp; LR did a Maths book review throughout the school with Nick Harris. The reports are with Nick Harris and will be circulated to FGB prior to the next FGB meeting.</p> <p>There was a discussion about the recent PSHE lessons which included the SRE talk. There has been no feedback from parents and the pupil feedback was positive, SS will send the lesson PowerPoint to EH.</p> <p>SP completed a SEND visit and the report was circulated prior to the meeting.</p> <p><b>Recruitment</b><br/>Fiona the new curate, will join the FGB as a Foundation Governor when she arrives in the parish. Bev Coleberd's appointment as a Foundation Governor is ongoing.</p> <p>MG confirmed that he will not be renewing when his term as a Foundation Governor finished in 2020.</p> <p><b>Succession Planning</b><br/>BB reminded governors that he will not be standing again as Chairman at the AGM in October.</p> | NH<br><br><br><br><br><br><br><br><br><br><br><br>SS |
| 19/060 | <p><b><u>Agree election process for appointment of   Chair and Vice-Chair of Governors in Autumn term</u></b></p> <p>It was agreed to try to appoint a strong chair of governors for a two-year term at the start of the new school year. SS will arrange a Mocksted visit as his SEP D visit soon in to the new school year.</p>  | SS   |
| 19/061 | <p><b><u>Correspondence</u></b><br/>None</p>   |  |
| 19/062 | <p><b><u>Dates of Future Meetings</u></b></p> <p>Resources Committee      Tuesday 17<sup>th</sup> September at 6.00pm</p> <p>Curriculum Committee      Tuesday 1<sup>st</sup> October at 6.30pm</p> <p>Full Governing Body      Tuesday 15<sup>th</sup> October at 6.30pm</p>  |  |
| 19/063 | <p><b><u>A.O.U.B.</u></b><br/>PTFA have asked about joining a lottery as a fundraiser. There has been some rumour that the governors have vetoed this. This is not the case. Governors present at the meeting had no objection to the idea of a lottery as a fundraising method, However, it was agreed that VR would email the diocese to see if there are any strong objections on the grounds that we are a church school. <i>VR has subsequently confirmed that the dioceses say this is a matter for the school or governing board to decide.</i></p>   | VR   |

The meeting closed at 7.44pm.