

## BROOMHILL INFANT SCHOOL

### MINUTES OF THE MEETING OF GOVERNORS HELD ON 25 FEBRUARY 2016

Present: Derek Grover (Chairperson); Abdool Gooljar;  
Lorraine Hill; Joanne Jones; Deborah Lodge;  
Catherine Timbers; Kate Underwood; Helen Whysall;  
Toby Wilson

Associates: Nicola Sexton

In Attendance: Zoe Dobbins (Clerk to the Governors)

#### 1. Apologies for Absence

Apologies for absence were accepted from Viv Maddison and Georgina Rowse.

#### 2. Declaration of pecuniary interests relevant to this agenda

Governors were asked to declare any pecuniary interests relevant to the agenda. Toby Wilson declared an interest as he works with the local authority supplier of IT services to the school.

Governors thanked Joanne Jones who has been acting as Headteacher during Mrs Timbers' absence through illness.

#### 3. Confirmation of the minutes of the previous meeting and report on matters arising from the minutes

Resolved: That the minutes of the meeting held on 12 November 2015 be approved and signed.

#### Matters arising from the minutes

Item 14 Google Drive Toby Wilson will meet the Headteacher to discuss this at the beginning of next term.

Item 6 Sheaf Co-operative Learning Trust The first meeting of the Trust Board has taken place. The Chair updated Governors and will circulate the minutes. The Chair is arranging a meeting with Chair of Governors at Springfield School.

#### 4. Headteacher's Report

The Headteacher's report was received prior to the meeting and the

#### ACTION

Headteacher

Chairperson  
to circulate  
minutes

..... Chairperson

following points were discussed:

#### 4.1 Professional Development

Twilight sessions of training have been arranged to cover Team Building in March and Physical Education in July.

#### 4.2 Appeals

Appeals are set for early March. As we have already reached agreed class sizes it is expected the appeals will be unsuccessful.

Governors noted Hallam Primary School will be expanding by 30 pupils from September 2016.

#### 4.3 Attendance

Attendance is on target at 96.2%. Attendance Assembly is always very exciting and well received by children. A class collective reward trophy is given out in Monday Assembly and individual certificates for 100% attendance for a term are sent home. One child's attendance is being monitored and MAST are involved.

#### 4.4 Senco Report Update

Twelve children are in the process of converting to the new Educational Health Care Plan (EHCP). Fourteen children are on alert and attention is focussed on these children to progress any necessary support. Two children with significant needs are impacting on staffing.

SEND funding is now distributed to localities but arrangements for distribution to schools are not yet clear. A complex grid system is being used to assess children's needs. The impact of the additional SEND children on the school budget is unclear since we do not yet know how much SEND funding will be received by school.

The Headteacher will keep Governors informed and updated on any developments.

#### 4.5 Pupil Premium

The Headteacher has no current Data showing the impact of Pupil Premium. Governors emphasised the importance of receiving data on this as soon as possible, given the importance of the issue and the signs that we were not succeeding in closing the gap between disadvantaged pupils and the mainstream.

Governors noted some discrepancies in the EYFS Data. The Headteacher said she would look into this and get back to Governors.

#### 4.6 STAT Data

Governors were updated on the three steps which were required for progress at the different levels in STAT:

- Emerging
- Developing
- Secure

Y1 are secure when they reach step 18, ideally 85% need to be at Age Related Expectation either Developing or Secure.

Y2 are secure when they reach step 20-22.

In discussion the following main points were made:

- It was important to encourage depth and security in learning.

- Like every other school, there was currently no external benchmark to which staff could work .
- The curriculum was now more demanding so tests would be harder than last year's Y2 SAT's.
- The long half term after Easter will allow time to target children needing additional help and fill gaps.
- Y2 Information meeting with parents has taken place.
- Maths intervention has been very effective.
- Math lesson observations were completed Autumn term, November/December and showed good and outstanding teaching.
- Staff performance management has taken place.
- Full morning sessions teaching Maths and English has been very positive to allow children more time to practice what they are learning.

#### 4.7 Staffing

Pleased to be welcoming Mrs Hawley back and she will be 0.8 in Yellow Base after Easter.

Collaborative working with other Schools is in place and working well.

#### 4.8 Premises Development

- There were plans for a redevelopment of the outdoor space for Foundation Stage children We were awaiting quotes for painting the current covered area between the two playgrounds..
- In the garden the willow dome has been completed and mud kitchen hopefully ready for summer term.
- Performing Arts Area will plan this in more detail at next resource committee.

#### Communications

- Weekly Newsletter receiving positive feedback.
- Communication with parents is much better. Parents feel kept in the loop.
- Facebook and Twitter accounts have been welcomed by parents. Facebook pages without children's photos are fully supported by Governors.
- Governors were pleased to note that the school has achieved Eco School reaccreditation and thanked Mrs Hinsley for her hard work.
- Swimming lessons have been very successful and the Headteacher is continuing to try ways to secure additional funding for more swimming lessons to be arranged.
- A daily mile is being either walked/jogged/run.
- All children will complete A Sport Relief Mile on Friday 18 March.
- Yoga after School is great and going down well.
- Musical story teller in school was a huge success and enjoyed by everyone.

## **5 SEF**

Governors were provided with the draft Self Evaluation Statement. The Headteacher updated Governors on the detail and the following points were

discussed:

- All evidence suggests pupils make good and sometimes outstanding progress as they move through school.
- Y1 phonics check. Showed a decline compared with national in 2015
- Keeping a close on 65% (12% below national)
- Confident of being on track this year. Headteacher and Deputy Headteacher to administer the June Y1 phonics check.

Governors agreed three Priorities for the school in 2016-17

1. Embed Depth and Mastery across the curriculum.
2. Developing teaching staff as Middle Leaders
3. Early Years - development of outdoor environment

Nicola Sexton said a lot of work is being done at Nethergreen on Middle Leadership and Governors agreed it would be helpful to work on this collaboratively and share good practice.

Work with  
Nicola Sexton  
on Middle  
Leadership

## **6 Committee minutes and reports from Governors with curriculum links**

### **6.1 Resources Committee.**

- Terms of Reference to be circulated to all Governors. Governors will need to confirm their agreement and ratify the Terms of Reference.
- Budget setting arranged for 11 March 16. Deficit -£52k is now -£30k so looking more positive. Will need to continue with the work that has been done over the last year to get the budget in best position possible.

### **6.2 Personnel Committee**

Reported a tough few months during Mrs Timbers' absence. Staff have done above and beyond and have worked really hard.

### **6.3 Teaching and Learning Committee**

Reported on:

- Admissions
- EHCP
- Learning Walk (Maths)
- Gate security quite a priority
- Safeguarding walk to be arranged (13/4/16)
- Next T and L Committee 15/3/16 at 9.15am
- Safeguarding 15/6/16
- Next Resource Committee 13/4/16 at 9.00am

## **7 Date and Time of the Next Meeting**

Resolved: That the next meeting be held on 9 June 2016 at 6.45 p.m.

## **8 Any Other Urgent Business**

Governors were invited to a lecture on Living with Difference on 18/3/16

part of Islam Awareness week. Please confirm attendance with Abdool in order to organise catering arrangements

**Meeting closed at 8.15 p.m.**

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