



Meeting commenced at 7.25pm

Present: Mr I Grant (Chair), Mrs G Evans (Head), Mr I Ajeeb, Mrs J Allan, Mrs A Ashe, Dr J Dow, Mrs L Lephard

In Attendance: Mrs B Cormican, Mr P Baker, Mr W Suleman, Mrs S Edwards (Clerk)

The Chair welcomed everyone to the meeting, Mrs Ashe led the meeting in prayer.

78/12 Apologies for Absence

Apologies were received and **accepted** from Mrs Burnley, Rev Fisher, Mr Howorth, Mrs Jamil and Mr Mahmood.

79/12 Declarations of Interest

None.

80/12 Notification of any other business/agenda order variations

None notified at this point.

81/12 Minutes of 9/5/13 and 11/6/13

Mrs Allan **proposed** the minutes of 9/5/13 as a correct record, **seconded** by Mrs Ashe and **unanimously approved** by the Governing Body.

The notes of the 11/6/13 meeting were **agreed** as a correct record.

82/12 Matters arising from 9/5/13 and 11/6/13

9/5/13 Memorial suite The IT suite was named the 'Stanley King Suite' in a ceremony earlier in the day.

11/6/13 Governors present at the Co-op Trust meeting agreed to approve the following proposal subject to ratification by the Governing Body: 'to become a Partner School of the Bradford Co-operative Learning Trust (subject to a satisfactory legal resolution of the issues around TUPE as distinct to TUPE-like and the subsequent applications thereof. This is to include equal pay and any ongoing HR issues at any of the schools intending to join BCLT)'; Mr Grant **proposed** ratification of this proposal, **seconded** by Dr Dow and **unanimously approved** by the Governing Body.

83/12 Headteacher's report

Matters arising from reports on outcomes:

Foundation stage (Diane Smith)

- 3 year upward trend but there are some difficulties comparing trends due to the new EYFS curriculum
- New curriculum has presented challenges for staff, eg. curriculum handbook not received until February
- 72% show good level of development, early indicators nationally show 50-55%
- Pupils were admitted from 22 different settings, some took a long time to settle in
- Outdoor area has been very beneficial in getting children engaged
- HighScope approach to learning works well, particularly in creative arts
- Phonics work has had a big impact

Governors congratulated Mrs Smith on the teamwork and consistency shown in Early Years, parent governors commented on the remarkable development of pupils in their first year at school and the level of detailed knowledge staff have about each child.

Maths (Fiona Prest)

- Years 1 and 2 have made outstanding progress, attainment is going up year on year
- Good practice in Reception is being fed through to Key Stage 1
- Key stage 2 SATs - both level 4s and level 5s have gone up but are still below national average

Action

- Year 5 - nurture groups were set up in and behavioural issues addressed, some pupils were targeted to make three sub-levels of progress, 47% were on level 4c in mid-June. Further work needs to be done on Year 5 ability to handle tests
- Year 4 - one class is stronger than the other, extra support has been put into the lower ability class
- Year 3 - able children are being pushed
- APS has increased throughout Key Stage 2
- High targets have already been set for next year's Year 6

Reading (Diane Smith)

- Upward trend, KS1 should be above national average for level 2B and 3, 'ERIC' time (every child reading in class) is very beneficial
- KS2 have shown significant improvements and are closer to national average for level 4
- Additional teaching in Years 2 and 6 has had a good impact

Writing (Diane Smith)

- Talk for learning has been very valuable
- Level 3s will be above national average
- Key stage 2 writing is very promising
- During moderation staff were commended on accuracy of assessment and meticulous organisation (eg. all writing work in one book)

Science (Alison Wild)

- Key stage 1, there is a slight concern re. SEN pupils and vulnerable groups
- Key stage 2, every year group has made good progress and is above last years level of attainment, in Year 6, 95% have reached level 4, 37% level 5
- Science is generally more fully integrated into topic work

A governor asked if, in view of concerns regarding decreased admissions, the good results and levels of attainment could be celebrated in a letter to parents and locally. It was also suggested that an Open Day could be held in school immediately prior to the next round of applications for entry to Reception.

Governors thanked the Assistant Heads for their reports and all their hard work over the past year.

8.45pm Mrs Smith, Mrs Prest and Mrs Wild left the meeting

Other matters arising from the Headteacher's report:

LAC There are currently four Looked After children on roll, a full report on their progress had been circulated to governors.

Attendance One family is in the process of being fined for unauthorised absence.

8.55pm Mr Ajeeb left the meeting

84/12 Co-op Trust update

See min. 82/12 above.

85/12 Correspondence

One item of correspondence has been shared with the Chair, no further details can be discussed at this stage.

86/12 Committee reports

Finance 8/7/13 (verbal report)

Finance Committee approved the quarter 1 return and discussed the following items:

- Reception numbers down for September, only 42 due to be admitted (57 last year), which will result in reduction of funding of £43k on an intake of 60, need to monitor closely and look at marketing opportunities
- Andrew Redding (Schools Finance) will be asked to provide an Effective Financial Governance training session for all governors early next term
- A training session on the new Pay Policy will also be offered next term - all governors need to understand their new responsibilities and the changes to performance related pay, relevant documents will be emailed out this term

- New staffing appointments - Julie Smith
- Buildings - LCVAP application for 14/15 will be submitted for roof replacement
- The proposed Diocese reorganisation and the possible detrimental effect on their buildings and education departments was flagged up

87/12 Governor training

Mr Grant attended the Governors forum.
Governors were urged to look at the School Governor Service prospectus for next term, there is no limit on the number of courses governors can attend.

All

88/12 Calendar of meetings for 2013/14

The full calendar of Governing Body and committee meetings and training was **agreed** as shown in Appendix 1.

89/12 Any other business

Staffing A full staff list was circulated for information.
Staff governor Nominations for staff governor will be sought early next term (Mrs Allan's appointment ends 12/9/13).
Chair Elections for Chair and Vice Chair of governors will take place at the first meeting next term, **agreed** to send nomination papers out in advance.

Head

Clerk

90/12 Dates of next meetings

Training Pay policy training for all governors, 7pm-8.30pm, **Tuesday 10 September**.
Full Governing Body **7.15pm, Wednesday 9 October**.

All

Meeting closed at 9.50pm

Signed by Chair as a true record: _____ **Date:** _____

**Heaton St Barnabas' CE Primary
Governors Meetings 2013/2014**

| <i>Meeting:</i> | <i>Agreed Date:</i> |
|---|--|
| Pay Policy training (for all governors) | Tues 10 Sept, 7pm-8.30pm |
| Curriculum Committee meeting (Policy reviews) | Weds 18 Sept, 4.15pm |
| Full Governors (election Chair & Vice Chair) | Weds 9 Oct, 7.15pm |
| Finance/Staffing/Premises Committee | Fri 11 Oct, 9.30am |
| Whole staff/governors training day (Dubrovnik Hotel) | Fri 25 Oct, govs 8.30am-12.30pm |
| Curriculum Committee t1a data | Mon 25 Nov, 4.15pm |
| Full Governors | Weds 11 Dec, 7.15pm |
| Finance/Staffing/Premises Committee | Fri 17 Jan, 9.30am |
| Curriculum Committee t1b data | Tues 28 Jan, 7.15pm |
| Curriculum Committee t2a data | Weds 26 March, 4.15pm |
| Finance/Staffing/Premises Committee | Fri 28 March, 9.30am |
| Full Governors (draft budget) | Weds 2 April, 7.15pm |
| Full Governors (final budget) | Weds 14 May, 7.15pm |
| Curriculum Committee t2b data | Weds 21 May, 4.15pm |
| Finance/Staffing/Premises Committee | Fri 11 July, 9.30am |
| Full Governors (including End of year outcomes) | Weds 16 July, 7.15pm |

date still to be arranged - Effective Financial Governance training for all governors