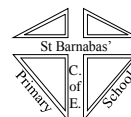


**Minutes of the Meeting of the
Governing Body of Heaton St Barnabas' CE Primary School
5 December 2017**



Present: Mr I Grant (Chair), Mrs D Smith (Head), Mr M Ali, Dr J Dow, Rev A Helm, Mr T Howorth, Ms M Phillips

In Attendance: Mrs A Wild (DHT), Mrs A Mason (DHT), Mr W Suleman (Business Manager), Mrs S Edwards (Clerk)

Meeting commenced at 6.08pm with a prayer

19/17 Apologies for Absence

Apologies were received from Mrs Arif and Mrs Maboob (in line with Governing Body policy their apologies were not recorded as being accepted). Victoria Bray (BDAT representative) had also sent apologies.

20/17 Declarations of Interest

None

21/17 Bradford Diocesan Academy Trust - update

Confidential item for governors only - see separate sheet

6.30pm Mr Suleman entered the meeting

7pm Mrs Wild and Mrs Mason entered the meeting. Agenda order changes were agreed.

22/17 Headteacher's report

Matters arising from the Headteacher's report and from governors' questions:

Data Current data was discussed in detail at Curriculum Committee; slight issues with progress in Years 2 and 3 is being addressed creatively. **Governors asked why gaps need to be plugged in Year 4?** This is due to the larger number of SEND pupils in one class, therefore that class is slightly 'behind'. Mrs Smith also highlighted the large number of SEND pupils in Year 2. **Governors asked about the increased number of SEND pupils higher up school?** This is in part due to later identification of dyslexia, MLD etc., which is usually picked up from Year 3 onwards. There is also a problem with the poor paperwork passed on by other providers.

RE The new RE curriculum is being embedded and RE teaching and learning has generally improved across school. Mrs Mason has met with the RE governor and will report on data at a future Curriculum meeting.

Science The science lead teacher has recently been on a 3-day STEM residential CPD course and Clare Holt continues to support in school; science is therefore more engaging and practical (eg links to Forest School).

EYFS The children have now settled in and are fairly articulate. They have recently had the opportunity to take part in 'Balanceability' sessions (using balance bikes).

Safeguarding Mrs Wild distributed an overview of Child Protection and gave details of the new 'Early Help' referral service which can help to address medical needs, attendance difficulties etc. The school now seems to have more involvement in aspects that Social Care would previously have dealt with, for example the school has dealt with five families already this term, compared to seven in total last academic year. The CPOMS system is about to go live in school and the regular safeguarding meetings are very helpful and allow quick action.

Attendance Currently 96%, however there have been a number of days lost due to a sickness bug in the last two weeks.

The EWO pushes for fines to be levied for unauthorised absence but these are not always followed up in a helpful way.

SEND Mrs Wild (acting SENCo) has met with all class teachers to go through SEND needs; there are currently 70 SEND pupils and 9 with statements.

Mrs Arif has recently trained as a mental health first aider and will train others in school. The capacity for TAs to work with individuals is being looked into.

Action

Pupil Premium It was confirmed that the PP action plan for 17/18 is on the website and gives details of actions, timescales costs etc., overall funding is £142k. Noted that all PP pupils will have trips paid for. Governors were impressed with the detail regarding effective use of resources.

DfE data system Analyse School Performance (ASP) is the replacement for RAISEonline. Key information and data headlines from ASP was provided for information.

23/17 Safeguarding update

See 22/17 above.

24/17 Minutes of 10/10/17

The minutes of 10/10/17 were agreed as a correct record.

25/17 Matters arising from 10/10/17

None.

26/17 School Improvement Plan

Circulated previously - no matters arising.

27/17 Committee reports

Curriculum, 20/11/17 Mrs Bakal provided an update on English including new resources obtained and development of the Reciprocal Reading approach and use of 'RIC' - Retrieve, Interpret, Choice. Details were also given of the new homework strategy based on project work.

Finance, 20/10/17 Quarter 2 and policies were approved and SFVS sections reviewed.

Agreed to take an item of AOB at this point - Mr Howorth commented that, although 'savage cuts' are expected, the LA will not make indicative budgets available until the New Year which he felt is unacceptable and of particular concern with regard to SEND provision. Mr Suleman advised that the National Funding Formula has a minimum funding guarantee which the school has already used to inform the next budget. After discussion it was agreed that Mr Howorth, Ms Phillips, Head and Business Manager will draft a letter to School Funding (copied to Ward Councillors) expressing concerns, (to be sent before the end of term).

TH/MP/
Head/
Bus.
Man

28/17 Data Protection - new regulations (GDPR)

New data protection regulations are due to come into force in May 2018, CEFM will provide briefings and documentation.

Mr Grant advised that the school may need to provide governors with the use of a school-based email system.

29/17 Pupil Premium update

Covered in min.22/17 (Head's report) above.

30/17 Attendance update

Covered in min.22/17 (Head's report) above.

31/17 Safeguarding update

Covered in min.22/17 (Head's report) above.

32/17 Road Safety update

Mr Ali reported that the PCSO has visited a new local resident who had made a complaint; the resident has been issued with a high-vis jacket. There has been no response regarding implementation of a one-way system (it is know that Heaton Township does not have a budget for roads).

33/17 Governors

Vacancies The parent governor election took place with six candidates; Sofia Mushtaq was the successful candidate and will be invited to the next meeting. Two possible Foundation governors have also been identified, one of whom has submitted an application to the DBE.

Training and visits into school Mr Grant attended a Chairs' briefing and has observed maths and English lesson and visited Year 1 twice. Mr Howorth observed a Forest Schools session. Ms Phillips went to the Industrial Museum with Year 6 to which had been a great experience. Rev Helm has been into school in his RE curriculum role and Years 3,4,5 and 6 visited the Church recently.

Mr Howorth took part in training on School Performance Tables, 5/10/17

34/17 Any other business

None.

35/17 Date of next meeting

The next Governing Body meeting will be held at **6.30pm** on **Tuesday 24 April**.

Meeting closed at 9pm with The Grace

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