

# THORPE PRIMARY SCHOOL

**DRAFT**

## **Minutes of Full Governors Business Meeting**

**Tuesday 11<sup>th</sup> July 2017**

**At 7.00 pm**

### ***Present***

Emma Anderson	EA
Colin Hammond	CH
Paula Jeremaes	PJ
Charles Knudsen	CK
Laura Davies	LD
Mansha Mohammed	MM
Seetal Swan	SS
Kate Trethewy	KTr
Karen Tucker	KT

### ***Absent***

Deputy Headteacher (Associate Member)
Chair of Governors
Headteacher

Terry Edwards	TE	Clerk to Governing Body
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Item of Business	Points Discussed	Decisions/ Recommendations	Action Points/ Dates
1. Apologies	Apologies were received from: <ul style="list-style-type: none"> <li>• Lubna Akbar</li> <li>• Tracey Cheung</li> <li>• Anne Clayton</li> <li>• Lisa Lloyd</li> <li>• Trevor Pearce</li> <li>• Manoj Subudhi</li> </ul>		
2. Minutes of the last meeting – Wednesday 17 <sup>th</sup> May	The minutes of the last meeting – Wednesday 17 <sup>th</sup> May were agreed	The minutes of the last meeting on Wednesday 17 <sup>th</sup> May 2017 were agreed.	
3. Matters arising	There were no matters arising		
4. Declaration of Interest	There was no Declaration of Interest:		
5. Headteachers Report	The Headteacher’s report was circulated prior to the meeting and KTr reported that: <ul style="list-style-type: none"> <li>• Contextual data currently 529 children in school including nursery . Nursery will be full in September with the addition of the 30 hour funding being introduced</li> <li>• 59% of EAL children across school. EAL has not changed.</li> <li>• The number of Pupil Premium children in school at present = 83 (16%). PJ reported that teachers are meeting next week to review classes for next year. An external review will determine how the funds are to be spent. A yearly pupil premium review will be part of the MAT.</li> </ul> <u>Behaviour</u> <ul style="list-style-type: none"> <li>• A behaviour support mentor has been appointed to support Reception children. Two children from Reception class have received external fixed term exclusions (one for two days, the of 1.5 days). The school are hoping to access some consultancy work – free of charge</li> </ul>		

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Continued	<p>Governors asked if the children who have behavioural support are also SEN children? EA replied that they are not SEN at present</p> <p>Governors asked if the parents were on board – KTr replied parents seem to be on board, some of them attended the parent sessions in school, namely the Webster Stratton programme</p> <p>PJ reported that there were concerns from other parents about the challenging behaviour. KTr reported that CH had attended the exclusion training and recommended that other governors attend training in the Autumn Term. Governors discussed the possibility that when the MAT is set up, there may be the option to provide an exclusion unit</p> <p><u>Prejudice related Incidents</u></p> <ul style="list-style-type: none"> <li>• PJ reported that Prejudice related incidents are not increasing</li> <li>• So far this summer there have been 6 incidents, all relating to race</li> <li>• One incident in reception, one in Y2 and four in Y5</li> </ul> <p><u>SEN</u></p> <ul style="list-style-type: none"> <li>• EA reported that numbers are down just below national average</li> <li>• A thorough process is now in place to identify SEN children</li> <li>• 3 assessments are in process</li> </ul> <p><u>Attendance</u></p> <ul style="list-style-type: none"> <li>• Attendance is stable at present, the policy is changing</li> <li>• No penalty notices have been issued this term</li> </ul> <p><u>Safeguarding – EA reported:</u></p> <ul style="list-style-type: none"> <li>• In the Summer Term there were <ul style="list-style-type: none"> <li>○ 15 concern forms completed</li> <li>○ 2 referrals to children’s social care</li> <li>○ 1 referral to prevent</li> </ul> </li> </ul> <p>In the Summer term, there has been 16 professionals meetings, including 1 case conference, 4 core group meetings and 5 child in need meetings and 6 Team around the Child (TAC) meetings</p>		

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Continued	<p><u>Training in the summer term has included:</u></p> <ul style="list-style-type: none"> <li>• Child Protection training for all new staff and volunteers</li> <li>• Child protection update training for all staff and volunteers , led by Gaynor Mansell, Peterborough Lead for Safeguarding</li> <li>• Half termly LA CP updates for all DPs</li> <li>• Positive handling through Team Teach for 1 further member of staff</li> <li>• A range of first aid training: emergency first aid for 4 staff members, first aid at work for 2 staff and paediatric first aid for 3</li> </ul> <p><u>Child Protection Data – EA reported that:</u></p> <ul style="list-style-type: none"> <li>• There are 2 children in the Child Protection category – 2 children (1 family) are subject to CP plans last term</li> <li>• There is 1 child in the Child in Need category – Thorpe continues to work with Children’s Social Care to support 1 family</li> <li>• There is 1 child in the ‘ Looked After’ category – Thorpe have held 1 PEP (personal education plan) review meeting this term, targets were met.</li> <li>• We continue to work with key vulnerable families and those with previous Social Care involvement</li> </ul> <p><u>Standards and Achievement – KTr reported that:</u></p> <ul style="list-style-type: none"> <li>• <b>Early Years</b> – 55% at GLD. This is an increase of 12% on last year’s outcome. National data for 2016 was 69%</li> <li>• <b>Year 1 Phonics</b> – 83% have achieved the phonics standard. This is an increase of 10% and the gap to National based on the National average in 2016 has closed. National data for 2016 was 81%</li> <li>• <b>End KS1 phonics</b> –83% have achieved the phonics standard. This is a decrease of 7% on last year’s outcomes. When this cohort were in Reception only 38% achieved GLD, 41% achieved the expected standards in writing and 48% in reading so progress has been made.</li> </ul>		

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Continued	<p>70% of the cohort reached the phonics standard when they were in Year 1 so an addition of 13% has been achieved, the National increase is 10%. National data for 2016 was 91%</p> <ul style="list-style-type: none"> <li>• <b>Year 2 Teacher Assessment Data Expected Standard</b> – Reading expected 73% - Greater depth 21%, Writing expected 60%, Greater depth 5%, Maths expected 73% - Greater depth 26%</li> <li>• The outcomes for 2017 are broadly in line with the outcomes of 2017 for the proportion of children achieving the expected standard nationally for 2016.</li> <li>• The proportion of children achieving the Greater depth standard is greater than the National average for reading and maths in 2016 and the gap has narrowed for writing.</li> </ul> <p><u>Partnerships with Parents, Carers and the Wider Community</u></p> <ul style="list-style-type: none"> <li>• The Webster Stratton parenting Course has finished for the term</li> <li>• The children performed at The Dance Festival at The Cresset – The show was amazing</li> </ul> <p><u>Celebrations and Achievements</u></p> <ul style="list-style-type: none"> <li>• Sports Days were held in June and were well attended by parents</li> <li>• The Summer Fair took place on Friday 7<sup>th</sup> July. Many staff gave a huge amount of time to organise the summer fair. There was a discussion about how can school encourage parents to join the TCA and take an active part. It was agreed that flyers and posters will be send out in the autumn Term to try an attract new parents to join the TCA.</li> </ul>		
6. Staffing	<p>KTr circulated the staffing structure for September, the roles and responsibilities of Phase Leaders and the pay structure. KTr reported that:</p> <ul style="list-style-type: none"> <li>• The staffing structure and pay scales has been reported at both Finance/Personnel committee and School effectiveness</li> <li>• There will be 4 NQT's next year. Governors looked at the class structure for the next academic year</li> </ul>		
7. Data	The data and standards were covered in the Head's Report		

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<b>8. Ofsted</b>	<p>KTr distributed a letter from OFSTED in response to the complaints made on the conduct and process of the recent Ofsted inspection in February:</p> <ul style="list-style-type: none"> <li>• KTr felt that Ofsted has listened to the complaints and points made</li> <li>• The response was that 4 aspects were upheld, 3 points were inconclusive and 7 were not upheld</li> <li>• Ktr felt disappointed but didn't feel that any further action could be expected and that it was time to draw a line under the experience</li> </ul> <p>Governors discussed if staff needed to see a copy of the letter and decided that Ktr would summarise the points in the response for staff</p>		
<b>AOB</b>	<p>CH thanked KT for her years of service to the governing body. KT had resigned her post as she was due to move away from the area.</p>		

Meeting closed at 6.20 pm