

MILTON ABBOT SCHOOL

Minutes of the Full Governing Board Meeting, 24th January 2022 -
Held in the staff room, 2pm

The meeting began at 2.00pm																		
	<u>AGENDA ITEM</u>	<u>RECORDED NOTES</u>			<u>ACTION</u>	<u>COMMENT</u>												
Procedural																		
1	Welcome & Apologies for Absence	JB welcomed all to the meeting. Present: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr style="background-color: #4F81BD; color: white;"> <th style="width: 33%;">LA Governor</th> <th style="width: 33%;">Co-opted Governor</th> <th style="width: 33%;">Staff</th> </tr> <tr> <td style="padding: 2px;"> </td> <td style="padding: 2px;">Jane Byrne - Chair Brian Martin – Vice Chair Richard Marshall</td> <td style="padding: 2px;">Chris Luxford -Head Teacher</td> </tr> <tr style="background-color: #4F81BD; color: white;"> <th>Parent Governor</th> <th colspan="2">Clerk</th> </tr> <tr> <td style="padding: 2px;">Marcia Vanstone</td> <td colspan="2" style="padding: 2px;">Karen Yorke-Dunne</td> </tr> </table> Apologies – Emma Court is teaching today – accepted.			LA Governor	Co-opted Governor	Staff		Jane Byrne - Chair Brian Martin – Vice Chair Richard Marshall	Chris Luxford -Head Teacher	Parent Governor	Clerk		Marcia Vanstone	Karen Yorke-Dunne			
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2	Pecuniary & Business Interest Declaration	No interests were declared in relation to this meeting.																
3	Approval of Minutes of Last FGBM Held on 13 th December 2021 Matters Arising including progress made on the actions raised and update on any items not covered elsewhere on the agenda	Governors approved the minutes of the 13 th December 2021 as a true representation of the meeting. JB signed the minutes. Governors discussed having problems accessing NGA – see item 7. No other matters arising.																
Monitoring, Accountability and Strategic Items																		

4	Review pupil progress data	<p>The data shows that year 2&3 Reading has dipped, what are we doing to support these children? With the RWI assessments a child has to reach a certain point to pass, the majority of children are reaching this and excelling but there are a few who are just under the pass point; with continual practise those children are likely to achieve by the end of the term. We have various targeted catch up programmes being carried out throughout the school: Yr 5 writing, Yr 4 spelling & punctuation & Yr 3 writing. How long has the school been using the WRI programme? September 2020, it starts in lower years and finishes in Year 2. If a child is still having problems reading, then we will start them on an intervention programme. We would like to look at the nursery programme; we will need to discuss the financial package. How are these intervention programmes being delivered & are they effective? We have both class interventions with the teacher or learning support staff and we have groups of children working with Narisa Dowling our Covid intervention tutor. A parent governor commented on seeing the progress with her child's writing after taking part in intervention. JB has also visited the school and heard teachers using strategy's for reading. CL added that we are always reviewing reading and the structure of delivery, especially fluency. CL commented on when observing the current yr2 he can see the progression in reading from when he taught them last year.</p> <p>Maths is strong, what is going well? Maths is about problem solving and our children seem to understand this and use their knowledge to find the right strategy to the question. We access using NFER tests where judgements are not so subjective. Due to small cohorts we will be moderating our Maths with Mary Tavy & Brentor school.</p> <p>CL reminded governors that the teachers will discuss with parents where their children need to be and how we (teachers & parents) can support them; it is evident that children who do not ever read or are read too at home have more difficulty. CL enthusiastically went on to explain the new strategy for improving fluency in reading – short text reading over and over during the week. He also reminded governors that children will also be reading in all other areas of the curriculum: history, geography etc.</p>	Governors to visit and listen to new fluency tasks.	We would like to look at the nursery reading programme; we will need to discuss the financial package.
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5	Safeguarding/SEND	<p>JB informed the meeting that SCR is up to date including the 2 new members of staff, we have triangulated this with HR from DMAT who have been in to train & support Emily, the new School and Community Coordinator. All procedures are being carried out when visitors come to the school.</p> <p>We are paying for SENDco support from DMAT, is it effective? CL stated that it is useful to have someone to ask questions, he is left with lists/actions to carryout but they have not visited again recently as they are supporting another school with more need. Will someone from our school train to lead SENDco? If we join DMAT we will have the opportunity to share SENDco lead. CL stated that it would be useful for him to have some training, more about filling out the paperwork correctly. He is currently working on an EHCP for a child. He triangulates with the teacher whose roll it is to meet the needs of the child in class.</p> <p>There have been no incidents of bullying or discrimination within the school.</p> <p>Do you check whether there are any incidents online? We have not had any incidents in school so we can only really support targeted children if their parents bring it to our attention. We continually teach the importance of online safety. Do many children have phones, if so what is our procedure in school? A few children do, mainly year 5 & 6, they have to hand them into reception. JB informed the meeting that she and CL have reviewed the Staff Code of Conduct recently to reflect online presence.</p>		
6	Strategic Direction	<p>JB & CL have met with leaders of DMAT for their termly meeting; it was a positive meeting with both parties enthusiastic about what each can bring to the partnership.</p> <p>Other visits include:</p> <ul style="list-style-type: none"> • Mark Butler, ICT lead, has visited regarding WIFI and security of Chrome books. • HR have supported recruitment and induction of new staff. We have received occupational support for a member of staff upon request; we had previously tried getting support from DCC with no response. • Estates management have been looking at health & safety and the building we began working on for FSU. <p>Are the actions from DMAT support manageable? They seem to be manageable at the moment.</p>	Clerk to acquire minutes of the meeting and circulate to governors.	

		<p>What communication have we given parents on the partnership? We have added in the newsletter that we have worked with DMAT for music.</p> <p>How do staff feel about the change? They are a little unsure of the changes, they can see DMAT visiting and supporting but do not really understand why. JB suggested that the next partnership meeting (next ½ term) staff have an opportunity to ask questions regarding their role in DMAT: job security, CPD & other opportunities.</p> <p>Governors would like to invite DMAT leadership to the next meeting to be able to ask questions regarding the local hub development etc and other factors now we are moving into a new financial year for maintained schools. Governors were clear that they want the culture and ethos of the school to continue.</p>	CL to organise time for staff to attend the meeting with DMAT.	
7	Governor Training	<p>Some governors have tried to access NGA learning link training this has proven difficult. Clerk to contact NGA.</p> <p>Induction training is now taking place face to face – Marcia to attend.</p> <p>JB wishes to attend Leadership in Governance.</p>	<p>Clerk to make contact with NGA.</p> <p>Clerk to check dates and book Babcock training.</p>	
8	Governor visits not already on the agenda	<p>The bursar will visit on 2nd February & 28th March to look at 3 to 5-year budget – Richard to attend.</p> <p>JB meets weekly with CL.</p>		Clerk reminded governors to sign into the governors visiting book please
9	Policies	<p>Offsite Educational visits - Do we currently have any offsite visits? EC took the children to the church. We have booked the Theatre trip for later in the year and Year 6 residential to Barton Hall (Torquay). We use Evolve for our risk assessments. Governors discussed the need to show children diversity of people & places which difficult to see in the isolation of a rural community; CL would like to organise a city trip. BM commended the schools approach to the use of the outside environment within the grounds of the school; having Tess champion our Forest school we are able to support staff in learning new skills whilst providing an inviting environment to prospective families.</p> <p>Education of Children in Care</p> <p>Healthy lifestyles/eating policy – Do we have a Healthy schools rating? We do not have a rating from a specific body (quite expensive to get rated) but we have been working towards healthy living; we promote good lunch boxes</p>	JB is named governor for Children in Care Governors agreed the policies.	

		(mainly KS2 as the majority KS1 children have free school meals. It has also been noted that food waste has reduced. Is PE taken up by all? A few children are reluctant but we encourage them in many ways. Do the children take a role in promoting healthy living? Pupil parliament have requested equipment to keep active which the school have listened to and taken action on. Would it be picked up if a child wasn't eating their lunch? A child has to raise their hand when they have had enough mains & want to eat pudding, we encourage to eat more if necessary or let them turn for pudding so we are always talking to the children; if it became a problem then we would talk to the parent. We aspire to self-assessment but will teach well-being, self-image etc during relationship and health education. CL informed governors about the new Milton Model Citizen award.		
10	Impact from this meeting	Governors have challenged the school leadership on the assessment data ensuring plans are in place for targeted learning. Governors have discussed the longer term journey of the partnership with DMAT. Leadership have shared with governors the aspirations for the children and they will be implemented. Together we have discussed the improved education offer for the children within the school through school trips and working with other schools.		
11	Date & Time of Next FGB	14 th February 2022 – 6pm virtually		
JB thanked everyone for their time. The meeting ended at 3.28pm				

RWI – Read, Write Inc

NFER – National Foundation Education Research

SCR – Single Central Record

HR – human resources

DMAT – Dartmoor Multi Academy Trust

EHCP – Education and Health Care Plan

DCC – Devon County Council

FSU – Foundation stage unit

NGA – National Governors Association.