

GOVERNING BODY
ELMSLEIGH INFANT AND NURSERY SCHOOL
MINUTES OF MEETING HELD ON 11th JULY 2018 4.00 P.M.
SUMMER TERM 2

PRESENT:

Mrs. Burton, Mrs. Collins, Mrs. Guest, Mr. Stanhope, Mr. Robinson.

Mrs. Tomlinson, Mr. Callow

IN ATTENDANCE:

Mrs. Peace - Clerk

54/17-18 APOLOGIES

Received from Mrs. Bannister - illness and Mrs. Barnett attending another meeting

Mr. Robinson, Vice-Chair chaired the meeting in Mrs. Bannister's absence.

55/17-18 NEW PARENT GOVERNOR

Chair welcomed Mr. Callow and introductions followed. Code of Conduct, Eligibility and Declaration of Financial Interest forms signed.

RESOLVED: That Mr. Callow is duly elected as Co-opted Governor

56/17-18 DECLARATIONS OF INTEREST - AGENDA ITEMS

None declared.

57/17-18 MINUTES OF MEETING HELD 21st MARCH 2018

Amendment required at Page 3 Attendance & Exclusions: 'JG - Exclusions are sometimes necessary.....'

In all other respects, approved as a true record and duly signed together with confidential appendix.

58/17-18 MATTERS ARISING

Training Feedback form outstanding re: Neglect Training attended by KBa

59/17-18 REPORT OF POLICIES MEETING 2ND MAY 2018

Report of Policies Meeting approved as true record and signed as supporting document

60/17-18 HEAD TEACHER'S REPORT SUMMER TERM 2018

As circulated.

Code of Practice / Pupil Premium

Head reported that a very high percentage of pupils remain on the Code of Practice.

TS asked how Pupil Premium is allocated per child?

KBu referred to the Pupil Premium Strategy which is published on the school website. There is a provision map for each child entitled to PP. EC added that this also applies to more able children. Booster groups are in place for Y2 children to provide challenge through a greater depth of teaching and learning. Progress is tracked by EC.

Attendance

Head advised that the national benchmark for attendance had been increased to 92%. Panel meetings are now held every 3 weeks (previously 6 weekly meetings) in order to improve attendance of children with - 92 % An effective link has been made with the new EWO. Parents are challenged more regarding their child's absence; medical appointments must be shown to office staff.

RC asked whether school imposed fines?

KBu - Yes if the absence is not deemed an exceptional circumstance. For example, holidays in term time to attend family weddings abroad - 3 days are authorised - 2 days return travel and 1 day to attend the wedding. School refer instances of unauthorised absence to DCC and the LA issues the fines.

Staff Absence

Monitored by EC. Return to Work interviews held as part of the school's commitment to staff well-being. Weekly yoga sessions have been introduced for staff this term which have received a positive feedback from staff.

Pupil Assessment

Head explained that at the end of FS, GLD (good level of development) can only be achieved where the child has achieved this in all areas.

TS enquired about assessments carried out when children are admitted to nursery phase.

KBu - Baseline assessments are carried out and reference is also made to information from previous EY settings, private nurseries, child-minders. Data is recorded throughout nursery in Learning Journeys and these are passed onto FS2 Reception teachers.

TS - what does disapplied mean?

KBu - a child cannot record on paper.

RC - sought confirmation that if SEN funding is only received by the school if the child is 2 years behind developmental age, then the junior schools benefit.

JG - yes, there is a continual battle for funding.

TS- expressed concerns that low achievement could impact on a child's confidence.

EC - approach is that a child should be proud of their learning and steps of progress. Regular Pupil Progress meetings identify barriers and next steps.

KBu added that all teachers use the Classroom Monitor assessment package to track progress and plan individual child learning journeys.

Talk for Writing

RC asked how this strategy is implemented?

KBu - T4W embeds reading and writing together with practical activities - drama, story-telling. It is proving very effective. 4 steps of progress per academic year = good progress and evidence shows that children are showing a good level of development.

Interventions

ECAT - Every Child a Talker

JG enquired as to the impact of ECAT

KBu - the TA responsible for delivering ECAT has been on long term sick since May and it has not been possible to release/train another TA to pick up the

reins. In September it is proposed that earlier intervention will identify children who would benefit from ECAT and 10 children will embark on a 10 week programme where daily sessions will be delivered over the 10 weeks. The Nurture TA appointed for September is trained in ECAT and it is intended that her skills will be utilised.

Quality of Teaching and Learning

JG reported that she attended a Learning Walk and was very impressed by the quality of T & L throughout school which has a very positive impact on progress, behaviour and children's attitudes to learning. JG observed that the 2 HLTA's covering in classes were very confident and provided continuity, endorsing the same expectations as the class teachers.

Enrichment

Sports Day - well attended by parents. New format - 1 race per child which enabled the event to run much smoother. Dinosaur Day

Maths and Literacy Co-ordinators

As previously agreed Teams for Maths and Literacy disbanded and new Co-ordinators appointed to work with the Head - see reports attached.

SEN Provision

Steve Parfitt visited to afford him a greater understanding of our unique provision. Funding has been promised for a new sensory room and discussions also took place regarding a County funded minibus.

Pastoral Provision

See report attached from Mrs. Arckless - Pastoral Lead. 40% of children on roll causing concern. Code of Conduct for new parents shared at induction meetings. FareShare now charge a fee for providing food from the charity.

RS - Is this expenditure met from breakfast club income?

KP - No a separate expenditure code 'food' allocated when the 18/19 budget was split. £600 allocated to cover this annual charge.

Mrs. Arckless also makes up grocery bags from the Fareshare food for our most vulnerable families.

Lunchtime Provision

The new provision was trialled last week, w/c 9th July. School has now changed its sports provider from Derby County Community to South Derbyshire Sports Partnership in order to provide a more effective sports curriculum. A coach from SD leads the Mile Walk at lunchtime and will also train Play Leaders.

61/17-18 PERSONNEL (Confidential Appendix)

Filed in confidential folder

62/17-18 MEMBERSHIP & TRAINING

Governors had attended a Learning Walk on 10th April 2018 - see minutes and action plan.

Recorded that Tamsin Smith and Roy Callow have been provided with Induction packs. DBS checks have been requested for both members and all necessary forms have been signed - Eligibility, Code of Conduct, Declaration of Financial Interest.

Head reported that she may know of someone interested in the LA Governor vacancy - employed at Rolls Royce with a finance background.

Invite for interview with Head and Chair.

Training

The Induction training planned by Linton Primary School has not materialised.

Clerk to arrange Induction training at Elmsleigh and open up to the local cluster to share costs.

63/17-18 CORRESPONDENCE

- NGA Magazine
- DGP Bulletins

64/17-18 ANY OTHER BUSINESS

None

65/17-18 DATE OF NEXT MEETING

AUTUMN TERM 1 2018

Tuesday, 16th October 2018 at 4:00 p.m.

What have we achieved this evening which impacts on teaching and learning at Elmsleigh?

- Updated knowledge from detailed Head Teacher's report - evoked numerous challenging questions and discussion
- Learning Walk 10th April 2018 informed Governors re: Teaching and Learning provision - use of HLTAs
- Induction training planned for new members
- New Co-opted governor elected to bring new skills/perspective to table
- Staff appointments to complete nurture provision staffing
- Review of TAs salaries to reflect PPA commitment
- Review of School Business Assistant role to reflect increased responsibilities in terms of systems management

The Chairman thanked everyone for their attendance and declared the meeting closed at 7.10pm

Signed **Dated this 16th October 2018**

TOM ROBINSON, VICE-CHAIR OF GOVERNORS