

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 29th SEPTEMBER 2016

Present: Mr. R Carswell Chair of Governors
 Mr. D White
 Miss A Hawkins Headteacher
 Mrs. H Baxter
 Mrs. S Manley
 Mrs. S Nisbet
 Mrs. W Upham
 Ms. S Leach
 Dr. E Santos
 Rev. S Talbot

Mrs. A Hills Clerk to Governors

Absent: Mr. L Cottrell

| Item Discussed | Action/Resolution | Gov Action Prop/Sec |
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| 1. Apologies for Absence | Mr. Cottrell | HB/SM |
| 2. Welcome to Simon Talbot | Mr. Carswell and the committee welcomed him to the Governing Body. | |
| 3. Declaration of Interest | Mr Carswell declared that he is a Director of NMC Design | |
| 4. Structure of the Governing Body | A discussion took place about the possibilities of restructuring. It was decided to maintain the current committees with the addition of a Pay and Performance Committee. | DW/WU |
| 5. Items from the Annual Cycle | | |
| Election of Chair and Vice Chair | Mr. Carswell was nominated as the Chair. He was unanimously elected. Mr. White was nominated as Vice-Chair. He was unanimously elected | SM/DW WU/SM |
| Committee members and Governor Curriculum Responsibilities | The decisions were recorded in the Procedures for the Governing Body. The Chairs of each committee will be elected at the first meetings. | |
| Objectives of the Governing Body | The Governors approved the objectives | DW/SM |
| Procedures for Governing Body Workings | See above. | |
| 6. Minutes of the meeting held on 7 th July 2016 | The Governors looked at the minutes | |
| 7. Matters Arising | | |
| New Shed | This is now installed | |
| Safeguarding meeting | Mr. White met with Miss Hawkins for the meeting. They also spoke with children from the higher end of the school which was interesting. A concern for some of them was football being played at break-times which sometimes caused arguments. This problem has now largely been addressed. Mr. Talbot asked whether some of the field could be turned into AstroTurf. Miss Hawkins said that this was certainly a possibility. | |
| 8. Review EYFS, KS1 and KS2 Results | The good level of development for the Reception classes is 70%. The target had been 72% but the cohort had entered the school significantly below the expected level. The girls had achieved higher results than the boys. 75% of the children with | |

free school meals achieved a good level of development. The placement of two teachers supported by the Foundation Stage Co-coordinator with two extra TA's paid dividends. [Mr. White asked what was being done to support the boys in year 1](#). Miss Hawkins said that the children were still settling in to their new classes and the data has only just been received but performance management targets will reflect this challenge. SEN support and outside agency support is being put in place. More details will be available for the next meeting. [Mrs. Manley asked what the challenges are in the new Reception classes](#). Miss Hawkins said that it is mostly social and this is being worked on with good behaviour being modelled. [Mr. Talbot asked how much contact there is with the children when they are at Pre-school](#). Miss Hawkins explained that there is considerable input from Mrs. Pearce to ensure that the input that they are receiving is relevant to their ongoing progress. [Mr. Talbot asked how much of the intake came from Pre-school](#). Miss Hawkins said that it was 43 from 59 this year with more coming from other Pre-schools. Next year increased contact will be made with these other facilities. [Mr. White asked why the 7 from the 8 pupils with SEN did not achieve their targets](#). Miss Hawkins said that extensive needs have been identified which will also require the support of outside agencies and this is being followed up. [Dr. Santos asked whether there was anything further about the gender difference](#). Miss Hawkins explained that several of the boys are those with special needs and several of the girls were very high achieving which distorts the figures. [Mr. Talbot asked what strategies are used to help the boys](#). Miss Hawkins explained that there are many interventions that are used including using boy only groups and the progress is monitored very closely. Miss Leather said that the last years focus was in raising GLD and now it will move to looking at the difference. Further interrogation of the data is needed to support this.

KS1 data is displayed against previous year's data although this is somewhat inaccurate due to the assessments changes last year. There is again a difference between boys and girls and the PP children have not achieved so well, however 5 out of 7 had special needs. The reading comprehension levels were lower than the Devon average which is a concern. The children have to achieve all elements to get the level including spelling. [Dr. Santos pointed out that there was not such a large difference between reading and writing in Willand with the writing average being 10% above the Devon averages](#). [Mr. Carswell asked how the time is split between reading and writing](#). Miss Leather said that there is more time given to reading. The school is also working on extending the vocabulary across the school, as the children may not all have the rich vocabulary that they need for KS2. In KS2 there is also a focus on reading comprehension as well as reading itself.

KS2 results again are not comparable to the tests over the preceding years. The combined figure for achieving the levels across all subjects was 63% which was well above the Devon average of 50% and 10% above the national average. [Mrs. Baxter pointed out that the SEN data showed that they had done exceptionally well](#). Miss Hawkins showed the Governors the FFT data. The children get a raw score that is then

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| | <p>converted to a scaled score across all the papers. If they achieve 110 then they are considered to have greater depth. The progress made is shown relative to all schools. It looks as though the children had not made as good progress but this group had achieved exceptionally good KS1 results. It still needs more investigation to interpret the data fully but it shows that the middle attainers seem not to have done as well as others. Mr. Talbot asked whether the able had extra extension and the lower had intervention groups meaning that the middle group did not have such support. Miss Leather said it was something that needed to be considered but at progress meetings all children who are progressing slowly are discussed. Mr. White asked whether this affected what would be put onto the SEF. Miss Hawkins said that it definitely would.</p> <p>Miss Hawkins said that the boys not achieving as well as the girls need to be addressed but it had not been a problem before. Mr. Talbot asked whether this had been because of the new testing or was it a general trend. Miss Leather said that the data needs more in depth exploration before this can be answered</p> | |
| 9. Y1 and Y2 Phonics | <p>Year 1 phonics exceeded the target with 87% achieving the required level. Girls again performed better than the boys but Pupil Premium children did well.</p> <p>Year 2 phonics also exceeded last year's National Average (no current National Average is available)</p> | |
| 10. Excellence for All | The Governors reviewed the document and completed the questions relating to their Governance. | |
| 11. SEF | | |
| Action Plan Log for 16-17 | This will be brought to the next meeting | |
| 12. Safeguarding Update | Miss Leather explained the new changes to the Governors. | |
| 13. Staffing Issues | The meeting moved into Part II | |
| 14. Parental Engagement | | |
| Consultation feedback | | |
| Survey results | <p>Mr. White said that he was concerned that several comments referred to being spoken to 'like children'. Miss Hawkins said that it is difficult to answer specific comments without knowing the background. Mrs. Manley suggested that there could be the possibility of appointments with Governors during Parents Evening. Miss Hawkins agreed that this would be a good idea.</p> <p>Miss Hawkins was concerned about the children's answers to some of the questions, particularly about enjoying the school and lessons. There were also a couple of questions which have worrying answers but it may be the wording. This will be investigated further.</p> <p>This will be shared with the staff and an item put in the Willand Word.</p> | |
| 15. Collection from school after clubs | <p>It has historically been a day to day management system of the school that children are not allowed to walk home by themselves after clubs, particularly with the dark evenings. There has been an incident when a parent wanted their child to walk home on their own. Mr. Carswell suggested that the parents should give written permission if they want their children to be allowed to leave school alone. This will only apply to children in Year 6. An item will be put in the Willand Word.</p> | DW/WU |
| 16. Policies | | |

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| Committee Terms of Reference | The Committees will elect chairs at the terms at their first meetings | DW/WU |
| Pay policy | The Governors approved the policy | DW/WU |
| Safeguarding Policy | The Governors approved the policy | DW/WU |
| SEND Policy | The Governors approved the policy | DW/WU |
| 17. Register of Pecuniary Interests | The Governors completed their forms | |
| 18. Website | Nicholas Carswell has been on holiday but has now returned and Mr. Carswell will remind him to contact the school. | RC |
| 19. Village Hall Committee | Mrs. Manley has resigned from the Committee. The Governors will consider this at the next meeting and ask whether there is anyone from the PTFA who might attend. | |
| 20. Governor Visits | | |
| Report of Governor Visits | Mr. White met with Miss Hawkins at the end of last term. | |
| Timetable for Governor Visits | Mrs. Baxter has an SEN meeting in November Mrs. Manley asked how frequently the visits should take place. Miss Hawkins suggested that looking at the areas in the School Development plan would be good practice. She also said that if they had not been in recently then it would be helpful to make a visit. Miss Leather and Miss Hawkins will put together a program Mr. Carswell said that Governors need to think about what training they would like. Mr. White said that he felt it would be useful to have another training session with Mr. Murray. | AL/AHi |
| 21. Chair's Correspondence | None | |
| 22. Date of Next Meeting | 30 th November 2016 | |