

## Minutes of the Morley Governing Body meeting, Monday 9<sup>th</sup> December 2013

**Present:** Antony Carpen (AC), Becky McInerney (BM), Caroline Louth (CL), Charlotte Hull (CH), Emma Linney (EL) (Clerk), Helen Devlin (HD), Julie Gawthrop (JG), Kate Allan (KA), Kay Blayney (KB), Lindsay Fournier (LF), Lindsey Webber (LW), Michael Catchpool (Head - MC), Nicky Odgers (NO) (Chair), Philip Colligan (PC), Rachel Calder (RC), Roger Healey-Dilkes (RHD), Sarah Seed (SS)

**Apologies:** Andrew Sweasey (AS), Larissa Athey (LA), Matt Casey (MattC), Nicola Rotton (NR),

Main points discussed	Decisions and Action	when	by whom
<p><b>1. Apologies for absence</b> Apologies were received and accepted from NR. AS, LA and MattC did not attend.</p> <p><b>2. Notice of AOB</b> RHD – talent show at the Christmas Bazaar AC – community links NO – draft FGB terms of reference</p> <p><b>3. Minutes of the last meeting (circulated)</b> The minutes were accepted as a true record and signed by the Chair.</p> <p><b>4. Matters arising</b> None.</p> <p><b>5. Correspondence</b> None.</p> <p><b>6. Declaration of interests</b> There were no declarations of interest.</p>			

<p><b>7. Membership and Link Governors</b></p> <p><u>Resignations:</u>  CH is leaving Morley to take up a teaching post at another school at the start of the Spring term.  LF is resigning from the GB after 6½ years membership. The GB thanked both for their hard work and wished CH well in her new position.</p> <p><u>Re-appointment:</u>  CL has been nominated by the Local Authority to stand for a further term. The GB accepted the nomination and thanked CL for her continued commitment to the GB.</p> <p><u>Constitution:</u>  NO stated that the Co-ordinating committee is considering re-constituting. It is thought that at present there are too many staff governors whom NO feels unable to allocate additional GB roles due to their already heavy workload as teaching staff. NO suggested that an additional community governor would provide more flexibility. A possible candidate with skills in communications has been approached.</p> <p>The GB agreed in principle to replace one staff governor with a community governor. Further discussions will be held in the Spring term.</p> <p><b>8. Annual Child Protection report and Safeguarding Policy (circulated)</b></p> <p>There were no questions regarding the annual CP report.</p> <p>The safeguarding policy was reviewed and discussed, with particular reference to ensuring GBs know what to do in various scenarios, for example if both designated senior members of staff were off site and un-contactable when a child protection incident occurred.</p> <p>No changes have been made to the policy in the past 12 months. The policy was ratified.</p> <p><b>9. Headteacher's report (circulated)</b></p> <p>The Head talked through the main points to his report. It was noted that Ofsted carried out an inspection of the school after the report had been written (see point 10, below).</p> <p>Questions were invited from the GB.</p> <p>RHD asked whether attendance levels were on target.  Head: yes, and he will confirm the target percentage at the next meeting. Lots of work has been done in this area and consequently poor attendance is not currently an issue.</p>	<p>Confirm attendance target</p>		<p>Head</p>
--	----------------------------------	--	-------------

<p>SS asked for further information on the racist incident, given that these are infrequent at the school.  Head: The incident was one of perceived racism, and a further perceived incident has been recorded since the report was written. Both concern pupils who have recently joined the school. Staff take all incidents very seriously. The Head is disappointed, but not concerned at this stage. The Deputy Head attended updated training on this last month. Note that there is now a requirement to record incidents of homophobia and sexism as well.</p> <p>AC asked whether homophobic and sexists incidents are likely to be reported.  Head: It is unlikely. The Ofsted inspector noted that children are well educated around key issues and able to articulate concerns.</p> <p>LW asked whether staff are given the opportunity to attend individual CPD as well as group sessions.  Head: Yes.</p> <p>The Head and NO talked through the latest validated attainment and achievement data, including national comparisons. NO advised that AC, RC, NO and LW have formed a group looking at data in more detail and will report to the Learning Committee on 16<sup>th</sup> December.</p> <p><u>Key points:</u></p> <ul style="list-style-type: none"> <li>• Note that the spelling and grammar test (SPAG) was taken nationally for the first time last year. Attainment will improve this year now that expectations are clearer.</li> <li>• It was noted once again that the achievement or attainment of one or two children can make a significant impact on the data, and that a single incorrect answer to a question can make the difference between a whole level.</li> <li>• Progress in reading in KS2 was in the top 6% nationally.</li> </ul> <p>There was a discussion about last year's Y6, which was a particularly challenging cohort (24% SEN. School as a whole: 8%). AC asked what lessons, if any, were learnt from teaching the cohort. The Head noted the extraordinary amount of patience required of staff, and added that it was a credit to the school that none of the children were given fixed-term exclusions. BM thought the buddy and peer mediation schemes had contributed to this. The Head noted that some brighter children were taken out of the school by their parents towards the end of KS2, meaning that percentage of the cohort with SEN actually increased. This year's Y6 look like being high achievers.</p> <p>PC asked if there are any more 'challenging' cohorts currently at the school. BM reported that the current Reception children include a high number of statements and SEN, but that there are a number of high achieving children too.</p>			
---	--	--	--

<p><b>10. Ofsted</b>  Ofsted carried out a full inspection of the school on 21-22 November. The final report has been agreed and will be released to parents on Wednesday 11<sup>th</sup> December. The judgement was 'good' in every category, which is very pleasing. The Lead Inspector's feedback was that given the recent changes to the inspection framework, a judgement of good is very impressive. Furthermore the areas deemed as having room for improvement had already been noted by the leadership team and steps have been taken to address them in the current RAP and individual subject leader action plans. GBs were asked to keep the judgement confidential until the 11<sup>th</sup> of December.</p> <p>LW asked if any aspects were graded as 'outstanding'.  The Head had hoped that pupil behaviour would have been. However, the new framework includes learning behaviour in this category and as some children were described as 'restless' in some lessons, the overall judgement was good.</p> <p>RHD asked if staff were pleased with the report.  Head: Staff will receive copies of the report tomorrow. BM thought from hearing the Head's comments this evening that they would be.</p> <p>AC suggested giving some thought to a media briefing should the Head be asked to comment.</p> <p><b>11. Four year plan</b>  NO gave an update on the current status of the four year plan. Goals have been drawn up, and these are stated at the front of the RAP. The Co-ordinating committee have reduced these to 4 sentences/aims, and 6 values, which NO displayed at the meeting.</p> <p>The GB approved the wording and agreed that the stated values and aims should be uploaded to the school website.</p> <p><b>12. RAP (circulated)</b>  This version is broader in scope than the initial draft. It includes 4 targets which have come out of self evaluation, and a further target for science which has come out of discussions around curriculum development. Other areas that need to be developed in future years are PE, ICT and Modern Languages. Parental feedback through last year's parental questionnaire placed science at the top of the list.</p> <p>AC stated that Hills Road Sixth Form College is keen to share dance studio facilities.  Head: To avoid a situation of 'over-load', the priority must be science this year and he is keen to make links with the community through it.</p> <p>RHD asked where art and design would fit.  No: The cross-curricular approach enables scope to link art and design with science.</p> <p>PC: Has thought been given to how to measure impacts of the science RAP target?  Head: Karl Brown is looking at this. LW offered to help, given her background as a KS3/4 science teacher.</p>	<p>Arrange for school website to be updated</p>		<p>NO</p>
--	---	--	-----------

<p>The GB formally approved the RAP and the 5 targets.</p> <p>LW left the meeting.</p> <p><b>13. Building work update</b></p> <p>The Head gave an update. The Council is planning a stakeholder meeting in February with a leaflet drop prior to that. The school will schedule a meeting with parents beforehand. The work is likely to commence in 2017 and take 15 months to complete. There is a possibility that the programme could start sooner, depending on plans for a nursery school on the current EY site. Phasing is yet to be decided, but there is a possibility of a £70k saving which the school could keep if the programme of work was reduced by a term. This could potentially be spent on a new boiler, windows and redecorating the areas not covered by the work, and it was thought any inconvenience would be offset by this not inconsiderable sum of money.</p> <p><u>Playground redevelopment:</u></p> <p>RC noted that anecdotally parents are confused about why the playground is being fundraised for and not more obvious learning related areas such as science facilities.</p> <p>The Head noted that he is putting together a display at the Christmas bazaar as a starting point for discussions about plans for the redevelopment of the school as a whole. He will also write to parents in January.</p> <p>A consultancy has been asked to provide ideas for the new playground facilities. These were presented to children and staff last month. GBs asked to see the presentations.</p> <p><b>14. Committee minutes</b></p> <p><u>14.1 Finance Committee 15<sup>th</sup> October 2013 (circulated)</u></p> <p>RC asked for an update on the catering contract which CL gave. Note that this was also discussed at the Resources Committee on 3<sup>rd</sup> December. RC advised caution if catering staff are TUPE-ed across to the new catering provider. CL noted that TF is getting advice regarding the transfer of pensions. CL and RC will meet to discuss this further.</p> <p><u>14.2 Resources Committee minutes 21<sup>st</sup> October 2013 (circulated)</u></p> <p>There were no questions or comments.</p>	<p>Obtain presentations.</p>		<p>Head</p>
---	------------------------------	--	-------------

<p><b>15. Admissions policy (circulated)</b>  The Head advised that as a maintained school the policy is set by the Local Authority.</p> <p>The policy was ratified.</p> <p><b>16. Governor Development</b>  NO reminded GBs to attend training sessions run by Governor Services for which we pay an annual fee. Committee chairs will look for relevant courses and encourage GBs to attend.</p> <p><b>17. AOB</b>  Draft TOR (circulated)  The value at which contracts must be brought to the FGB is £10,000. The TORs were otherwise agreed.</p> <p><u>Talent show</u>  RHD asked GBs for prizes for the winners.</p> <p><u>Community links</u>  AC talked about making connections with organisations and companies in the Cambridge community.</p> <p><b>18. Date of the next meeting</b>  Tuesday 6<sup>th</sup> May 2014  NB budget setting.</p> <p>The meeting ended at 9.30pm</p>			
--	--	--	--

Future points to be discussed		
Constitution of the GB and GB vacancies		
Notes for other committees	Suggested action	

<p>Abbreviations:  SIP School Improvement Plan  A4A Achievement for All  LA Local Authority  FSM Free School Meals  NQT Newly Qualified Teacher  SL Subject Leader</p>	
<p>Dates of future meetings:  <b>6<sup>th</sup> May 2014</b></p>	<p>Comments / Agenda</p>

All decisions pay due regard to the school's equality policy and the Equality Act 2010.