

Minutes of the Morley Governing Body meeting, Monday 8th July 2013

Present: Andrew Sweasey (AS), Antony Carpen (AC), Caroline Louth (CL), Charlotte Hull (CH), Emma Linney (EL) (Clerk), Helen Devlin (HD), James Carnegie (JC), Kate Allan (KA), Kay Blayney (KB), Larissa Athey (LA), Lindsay Fournier (LF), Michael Catchpool (Head - MC), Nicky Odgers (NO) (Chair), Nicola Rotton (NR), Philip Colligan (PC), Rachel Calder (RC), Roger Healey-Dilkes (RHD), Sarah Seed (SS)

Apologies: Becky Grover (BG), Julie Gawthrop (JG), Lindsey Webber (LW), Matt Casey (MattC), Pamela Douglas (PD)

Main points discussed

Decisions and Action

when

by whom

1. Apologies for absence

Apologies were received and accepted from PD, MattC, JG, BG and LW.

2. Notice of Any Other Business

NO: Architect, Staff/Governor social, Early Years building, Visioning Day, Open Evening.

3. Minutes of the last meeting

The minutes were accepted as a true record and signed by the Chair.

4. Matters Arising

None.

5. Correspondence

NO has received a letter requesting details of SEN funding. NO and SS are responding.

6. Register of Pecuniary Interests

No new declarations were made.

7. Head's report

The Head highlighted key points to his report:

- This year's rates of progress and levels of attainment are good, even in comparison with last year. Teachers have worked incredibly hard.
- In KS1 the majority of pupils have made more than 6 points' progress.
- Many children achieved a L3 in the KS1 SATs test papers. However, teacher assessment, which is a wider measure of how a child is doing, suggested that in some cases level 2a would be more appropriate and this is how children have been graded
- In KS2, children in every year group have met or almost met the school's aspiration of 4 points' progress.

<ul style="list-style-type: none"> The main areas for improvement remain the gap in attainment between boys and girls, and Writing across all year groups. These will be prioritised in the SIP for 2013-14. <p>A GB asked for clarification over ‘non-negotiables’ in the classrooms. The Head answered that these include things like history time-lines and age-appropriate aids for literacy and numeracy work.</p> <p>A GB asked when SATs results would be available. They are published tomorrow, 9th July.</p> <p>A GB thanked the Head for the detailed data contained within the report but asked for some work to be done in terms of how it is presented. It was felt by some GBs that a summary would be useful, with headline figures and comparisons with previous years’ data. Other GBs felt it was important that the Head continued to provide full and detailed data.</p> <p>The GB then took part in a small-group exercise analysing attainment and progress data in terms of groups of children, including SEN, FSM and Pupil Premium children. This formed a discussion summarising the School’s strengths as well as areas for improvement, which will feed into the visioning day on 3rd September (see AOB).</p> <p>There were no further questions or comments.</p> <p>8. Head’s update on SIP</p> <p>The Head outlined key points to his report:</p> <p><u>Achievement for All Programme</u></p> <ul style="list-style-type: none"> Kerry Derby and the A4A advisor have put together a detailed report and final summary of this year’s A4A programme. This will be circulated to the GB at a later date. NO/CL/LA completed a SIP target visit this term, the write up of which has been circulated to the GB. In summary, a small number of the children on the programme did not meet the aspiration of 6 points’ progress in KS1 and 4 points progress in KS2, but many did, and some of these have done far better than we could have expected. The results are very positive, particularly given that the programme is in its first year. The programme has also had an impact for some children outside of learning and assessment, for example attendance has significantly improved for some children. Parental feedback has also been good. <p>Areas for further development next year include:</p> <ul style="list-style-type: none"> Helping teachers understand how they could better support the A4A children in the classroom Improving parental engagement (note that this is a national problem) How to get children better engaged with learning and the school in general, and to raise their self esteem, for example through involvement in extra-curricular clubs and activities. 	<p>Circulate KD’s A4A summary</p>	<p>Asap</p>	<p>Head</p>
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<p>There was a discussion about how the school could better engage parents, and how to help those children whose parents simply will not engage. Ideas included better use of the website, open classrooms and workshops / open evenings, although these have not always been well attended in the past. There is a question in this year's parent questionnaire about this.</p> <p>The one-hour 'structured conversations' between teachers and parents have helped teachers to tailor support around children's needs. In one case the school has been able to form a relationship with a parent who has been non-committal in the past, representing a huge step forward.</p> <p>A GB asked whether the children supported through this year's programme would continue to receive extra support in the next school year. The Head responded that a new group of children will be selected for focussed intervention from years 2 and 4, but that support for the current children will continue in order to ensure progress continues.</p> <p>It was noted that at a cost of £1,500 per annum, the programme offers significant value for money.</p> <p><u>Quality of Teachings:</u></p> <ul style="list-style-type: none"> • The Head reported that the final figure for lessons assessed as good or better is 72%, not quite hitting the SIP target of 80% but still a significant improvement. • Focus on this area will continue next year. • Note that this year there are 3 NQTs out of a total teaching staff of 17. The NQTs have done very well in this area. <p><u>Reducing the discrepancy between attainment in reading and writing</u></p> <ul style="list-style-type: none"> • Frustratingly, while progress and attainment in writing across the school has exceeded targets, progress and attainment in reading also improved and so the gap in attainment has actually widened. • An external literacy consultant has been booked for next year to further support writing. A programme called 'talk for writing' will be implemented across all year groups, which uses a focus on story-telling to develop children's writing. <p>A GB asked that the target for improving writing next year is stand alone, rather than relating to results in other areas of the curriculum.</p> <p><u>Implementing the phase leader structure</u></p> <ul style="list-style-type: none"> • The new role has played a significant part in improving pupil progress this year and will continue to do so next year. • SS completed a SIP-target visit relating to this area (to be circulated at a later date) and received positive feedback from the staff she spoke with. She considers the main area for future development should be to better link the role to Subject Leader reporting and curriculum planning. • The Head would also like to see more consistency in paperwork and recording information. 	<p>Circulate visit write up</p>	<p>Asap</p>	<p>SS</p>
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<p><u>Phonics screening</u></p> <ul style="list-style-type: none"> • The result of the Y1 phonics screening test is a fantastic 88%. • Credit and thanks should go to Becky Grover and Guy Turner and the Year 1 team for their hard work in this area. <p><u>Challenging more-able learners</u></p> <ul style="list-style-type: none"> • While all teachers implemented a project for the more able learners in their class, it was felt that not all these activities challenged the students appropriately. • Note that the Curriculum Committee looked at the school's Gifted and Talented programme in considerable detail when it last met and The Head is putting together a plan for further development, which will be discussed at the next meeting in October. • There was a discussion how more able students could be supported, for example, through vertical grouping, where more able learners in Y4 for example could join Y6 students for some lessons. <p>NO asked the Head to pass on the GBs thanks to teachers for their hard work and positive results.</p> <p>9. SIP monitoring Visits These were covered in the discussion above. There were no further questions or comments.</p> <p>10. SIP emerging priorities NO fed back on a discussion at last week's Curriculum Committee meeting which looked back at the year's subject leader reports and drew out areas requiring further development. Areas identified included:</p> <p>Achievement</p> <ul style="list-style-type: none"> • Progress and attainment in all areas in Early Years: • Writing throughout the school • Gender gap with in attainment of most able in maths (boys do better than girls) <p>Teaching</p> <ul style="list-style-type: none"> • Need to continue to raise the percentage of lessons that are rated good or outstanding. • New curriculum needs to be introduced and there will be challenges involved in combining this with our skills based curriculum. • Assessment needs to be more consistent, especially in some areas foundation subjects. • Develop a more planned approach for challenging the more able. <p>Behaviour</p> <ul style="list-style-type: none"> • Need to develop children's independence and motivation in their learning. 	<p>Pass on thanks to teachers.</p>		<p>Head</p>
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<p>Leadership</p> <ul style="list-style-type: none"> Phase leaders now need to be developed further e.g. increase involvement in observing lessons and be more central to implementing curriculum plans, especially in literacy and numeracy. <p>Engagement with parents</p> <ul style="list-style-type: none"> Website needs to showcase what we do more effectively and also provide more up to date info for parents. It could also be used to share information about strategies with parents (e.g. maths techniques) Need to find a more effective way of engaging with parents. School puts on lots of talks (e.g. on e-safety) but these are rarely well attended. <p>The Head added further suggestions:</p> <ul style="list-style-type: none"> Introducing 'Assertive Mentoring', as a way of raising standards and engaging with parents and children. Making explicit our expectations of the children to support their learning behaviour and instil in them a sense of wanting to challenge themselves. The Head has secured some external, voluntary help with Y6 children next year in computer programming (an employee from ARM) and science (a parent science-specialist). <p>A GB asked if the planned building work would feature on the SIP. NO answered that the SIP was meant to focus on raising attainment.</p> <p>A visioning day is planned for staff and GBs on 3rd September from 9.00-3.30. A vision for the school will be drawn up, together with a 3-year plan of how to get there.</p> <p>11. Prospectus</p> <p>The Head presented this year's prospectus and asked for comments before he produces next year's. The Clerk will coordinate these and forward to the Head.</p> <p>There was a discussion about the intended audience of the document. It is intended for prospective parents, but it also a useful piece of information for new parents joining the school and as such it is also handed out at the new parents' evening in July.</p> <p>12. Intimate Care Policy</p> <p>This is the latest model policy from the County Council. The policy was ratified without amendment.</p> <p>13. Committee Minutes</p> <ol style="list-style-type: none"> Curriculum, 20th May – there were no questions or comments Finance, 20th June – there were no questions or comments Pay and Personnel, 22nd April – there were no questions or comments 	<p>Send amendments to the Prospectus to the Head</p>	<p>Asap</p>	<p>Clerk</p>
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14. Curriculum Committee terms of reference

These were approved by the GB.

15. Finance Committee terms of reference and best value statement

These were approved by the GB.

16. Governor Development

All GBs were asked to complete the 'audit of GB effectiveness' and sent to SS to collate.

A GB suggested asking staff to complete it too, which the Head felt would be a good idea.

NO plans to convene a working party in the next school year to look at the work of the GB> This would include issues around the presentation of data, as well as committee structure and remit. She invited volunteers to get in touch.

17. AOB

Architect: NO has been approached by a parent who is an architect and who has offered to help the GB make sense of the Council's plans for the redevelopment of the school. She has asked him to get in touch with AS. He would be happy to attend meetings as required and is offering his services free of charge.

Early Years building: The Council is considering converting the EY building into a nursery school, as there is a shortage of places in the area. Providers would bid to run it, and this is something the school could consider taking on.

Open evening: NO asked for volunteers to attend the open evening this Thursday 11th July and encourage parents to complete the parent questionnaire. LF will set up laptops to facilitate this, as she did last year.

Staff/GB social event: This will be held on Monday 22nd July from 6-8.30pm. Balzano's Deli has offered to host. Volunteers are needed to help set up and clear away; please get in touch with PC or LA.

Visioning Day: As discussed above, this will

18. Date of next meeting: Monday 30th September 2013

Committee minutes: Curriculum (1st July), P&P (15th July), Facilities (3rd July), (22nd April)
Documents to the Clerk by 17th September please be held on Tuesday 3rd September for all staff and GBs.

Complete Audit and forward to SS	Asap	All GBs
Ask staff to complete it too	Asap	Head
Volunteer for working party	By Sept	GBs

Future points to be discussed			
Notes for other committees	Suggested action		
Abbreviations: SIP School Improvement Plan A4A Achievement for All LA Local Authority FSM Free School Meals NQT Newly Qualified Teacher			
Dates of future meetings: 30th September 2013	Comments / Agenda		

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