

Chesterton Primary School
Local Governing Board
Minutes of the Meeting
Held on Tuesday 10th May 2016

Present: Bryony Surtees Surtees (Executive Headteacher)
 Marion Lloyd (Chair)
 Ian Murray
 Kate Heywood
 Jaco Beukes
 Maxine Cole
 Jo Guillod-Rees

In attendance: Jo Sanders (Clerk)

Apologies: Ian Manning
 Jenny Nelder

Item	Notes	Action
1.	<p><u>Absence</u></p> <p>1.1. Apologies for absence Apologies had been received from those listed above. No apologies had been received by P Brenchley.</p> <p>1.2. Consent/Non-consent to absence It was agreed to accept the apologies as given.</p>	
2.	<p><u>Pecuniary and other interests</u></p> <p>2.1. Declarations with regard to items on agenda No new interests were declared.</p> <p>2.2. Update the register of Pecuniary Interests Mrs Sanders is still awaiting declaration forms from Mr Manning. She will chase again.</p>	JS
3.	<p><u>Chair's Action</u> There were no urgent actions to report.</p>	
4.	<p><u>Minutes of the last meeting</u></p> <p>4.1. Confirm the Minutes of the previous meeting The Minutes circulated for the meeting held on 1st March 2016 were confirmed as a true record.</p> <p>4.2. Matter arising from the minutes There were no matters arising from the last minutes.</p>	
5.	<p><u>New SATS and Curriculum</u></p> <p>5.1. Isobel Garner to appraise the Board of the changes in SATS and Curriculum</p>	

	<p>Isobel explained that KS1 (Year 2) would be doing their SATS during the course of this week and that this would be the first testing of the new system.</p> <p>The new system is made up of two parts; the Test and the Teacher Assessment. The new system is more flexible in that there are not set dates for the tests to take place on. They must be completed in May and must be with the assessor by the end of June. The school marks the tests using a very detailed marking scheme supplied to them. The Teacher Assessment, trumps the result of the test. This is the teacher's own assessment of where the children are in what they are or not able to do.</p> <p>The standards were released late and it is clear that in places the children are being asked to do things they are not yet mature enough to do. The questions do not necessarily escalate in difficulty throughout the test. Some difficult questions may be in the middle of the test which may affect the children's confidence.</p> <p>The children follow a wide curriculum with a whole variety of activities designed to support their learning. The website has details of what activities are going on.</p>	
6.	<p><u>Academy Improvement</u> 6.1 Headteachers report</p> <p>Mrs Surtees referred governors to her reports, which had been circulated prior to the meeting to allow for questions to be forwarded. Questions and answers included:</p> <p>In Section 14, who is Kate Lloyd? Kate Lloyd is our inclusion lead whom we share with the Isle of Ely</p> <p>In section 15, can you explain what 'moderation' is? Moderation is when the teachers justify the ages and stages and levels that they have given to their children across different schools or with external people to ensure that it is equitable, reasonable and fair.</p> <p>In Section 16, at what cost will the asbestos survey be? The asbestos survey will be approximately £1700</p> <p>In relation to staff members leaving, what can we do to retain teachers and TA's, especially the middle leadership roles? Obviously we are saddened when good staff leave. Recruitment and retention is an obvious worry, however, I am very pleased with the team that we have for next year. Recruitment is extremely difficult at the moment, all schools are finding this so, and therefore it is a difficult question to answer. I think CPD, career progression and financial rewards are what speak to teachers. I also think Chesterton is a challenging school to work in – we still have a handful of children with significant challenging behaviours and I believe it is very important that we support these children. Also the school has a transient population and it's possible it will always be like this.</p> <p>Regarding the exclusions and the racial harassment cases, are these repeating offenders and what measures will be taken?</p>	

	<p>The exclusions are among 6 children – all except one has been involved with Place2Be and/or Nurture Group. I am aware that exclusion is not an effective strategy but it is difficult to do any other when the children are so violent. We were quite surprised by the racial harassment and obviously parents were informed.</p> <p>6.2 Standards and Progress ML said that the colours used in the progress reports are sometimes a struggle to read as they are quite similar, but that overall the progress is looking smart. BS explained that within the data tables, children that had not been assessed as yet appear in the children numbers but not in the percentages which is why some do not total 100%.</p> <p>A discussion was had about whether it would be better to assess after a set number of weeks rather than just termly, with some terms being shorter than others. At this point in time it was left as something that could possibly be considered.</p>	
7.	<p><u>Budget and Related Items</u> 7.1 Budget Plan 2016/2017 The Finance Committee had met immediately prior to this meeting and had agreed the 2016/2017 budget in principle. As some of the information had only been received late the same afternoon, there was not anything able to be presented to the LGB at this time. ML informed the LGB that the information provided was high quality and accurate information and the Finance Committee were confident with it. A full report would be circulated to the board in due course. There will be a small carry forward in addition to the amount brought forward from last year.</p>	
8.	<p><u>Committee Meetings</u> The minutes from the last Finance and Personnel Committees were distributed to the Board.</p> <p>There were no Governors Visits reports to be received at this time.</p>	
9.	<p><u>Public Sector Equality Duty</u> We have a duty to be open and transparent about our Equality and Diversity and our objectives in addressing any issues.</p> <p>Mrs Surtees explained that she had looked at the staffing at the Chesterton school and shared the following observations:</p> <ul style="list-style-type: none"> • The majority of the staff at the school at the moment are women. The site supervisor is male, and the newly appointed staff in Key Stage 2 is male (Lloyd). • Currently, the majority of the staff at the school are of a white ethnic origin. <p>This situation has not happened purposefully. All job advertisements clearly state that applications are welcome from all. There is a specific sentence in all adverts which states this. BS is aware that an E & D action plan needs to be drawn up which she will do and email out to the LGB.</p>	BS
10.	<p><u>Educational Visits</u></p> <p>There were no visits to report on or request approval for at this meeting.</p>	

11.	DfE Information 11.1. To note any updates from the Need to Know area of the DfE website which is relevant to the Academy http://www.education.gov.uk/schools/toolsandinitiatives/cuttingburdens/b00216133/need-to-know-schools	
12.	Any other business No other business was raised at this time.	
13.	Date of next meeting(s) FGB: 28 th June at 18.00 Finance Committee: To be held at the start of the new academic year, Personnel Committee: 13 th June at 6.00pm	