



# Reydon Primary School

**Local Governing Body Agenda**  
**Monday 9 July 2018 @ 6.00 pm**

<b>Chair:</b>	Celia Eldridge	<b>Clerk:</b>	Nicki Mayne
---------------	----------------	---------------	-------------

<b>Name</b>	<b>Governor Type Trust/Parent/Staff/Associate</b>	<b><u>P</u>resent/<u>A</u>pologies/<u>A</u>bsent</b>
Celia Eldridge	Trust (Chair)	P
John Verity	Trust (Vice-Chair)	P
Gillian Simmonds	Trust	Ap
Carol Andrewes	Trust	Ap
Carly Grimmer	Staff	P
Catherine Millward	Staff	P
Jo Viner	Headteacher	P
Jenny Knights	Parent	Ap
Wayne Stocking	Parent	Ap

**In Attendance**

Nicki Mayne, School Business Manager  
Linda Ellis, Deputy Headteacher

**Reydon Primary School Local Governing Body**  
**Agenda Items / Minutes / Actions**

**Monday 9<sup>th</sup> July 2018 @ 6.00 pm**

	<b>Agenda Item &amp; Associated Challenging Questions</b>	<b>Items Discussed</b>
		Governors received a verbal presentation from Deputy Head Linda Ellis on the Leading Active Learning Advance course she has been working on this academic year.
	Welcome and apologies	The formal meeting commenced at 6.12 pm apologies for absence received from Carol Andrewes Gill Simonds, Wayne Stocking and Jenny Knights; governors consented to the absences.
1.	Declarations of Pecuniary Interest	There were no declarations of pecuniary interest relevant to items on this agenda.
2.	Minutes of Previous Meeting and Matters Arising	<b>Minutes of previous meeting:</b> The minutes of the previous meeting were confirmed as an accurate record.
3.	Headteacher's Report / Update on Pupil Progress	<p>Report is considerably shorter this month due to SATS results not published until Tuesday 10<sup>th</sup> July.</p> <p>Pupil numbers are currently stable, with the school losing 22 from year 6.</p> <p>CE – What are anticipated reception numbers for September 2018?</p> <p>24 which is higher than original forecast of 19</p> <p>School has a good position in community and relationships with parents are strong. The overall attendance in schools is currently higher than the national average by 1%. Only 1 or 2 classes are slightly lower due to medical issues or holiday absences.</p> <p>CE – Have you had many holiday requests/fines?</p> <p>Significantly less than previous years – school policy is now to fine for absences over 10 sessions. Complaints regarding the fines are less than previous year as parents now accept and are aware of the school absence policy.</p> <p>News: Extracurricular trips this term have been very successful with trips to the Norfolk Show as well as Dunwich/Minsmere. The school held a 'Great Britain' day which included Irish dancing and scone baking.</p> <p>Reydon is first North Suffolk Hub ALT school to have mental health policy in place. The SENCO part of the ALT programme of leading mental health in schools and has recently been attending workshops and training sessions with other ALT schools.</p>

JVe – How readily available is support for mental health problems?

The school is confident that we have a good support system in place, this includes: circle time, early help of school support, therapy such as lego – ‘talk about’ etc. School itself can provide early help and if further support is needed the school refers to outside agencies.

PE Premium – Funding is based on £16k lump sum plus £10 per pupil, this grant provides our pupils with a good variety of opportunities throughout the school. The strategy for next year is to improve the skills for pupils and staff to compete at higher level, with the possibility that Reydon will also host fixtures/tournaments too.

CE – When does new transport policy commence?

September 2019, this will seriously impact Reydon with the pupils who currently use the bus provided from Wrentham – the new policy will mean that these pupils will no longer qualify for free transport to Reydon.

Staffing – The school have recruited a new year 3 teacher and are now fully staffed.

2 staff members completed the ALT Leading Active Learning programme for 17/18 and JVi is to take over leading the LAL programme for the North Suffolk Hub.

Marking policy to be reviewed with plans to implement a class feedback sheet instead of teacher comments in books, replacing distance marking. It is anticipated that there will be less time spent when completing the new form.

CM – will this impact book scrutiny?

No, the main focus is whether we can see progress, less about checking what teachers have written and more about what the child has understood.

Persistent absence – dropped from 5.4% to 2.7%, progress and attainment for those who were persistent absentees has also improved.

The school council has been working with Reydon Parish Council to develop a neighbourhood plan. The Parish Council have also visited the school and have been involved in whole school assemblies. The school council will also be visiting Oaklands Care Home to read to their residents, unfortunately due to time constraints this may now not be until early autumn term. The French trip was a complete success with the hotel commenting on Reydon pupils, stating it was the best school they've had – comments were also received from the general public in both French and English complimenting children on their behaviour.

Outcomes for pupils: Phonics – exceeded target by 1%. KS1 levels up with 2017 national figures.

		<p>JVe – Results were not quite up to your target – was it too ambitious?</p> <p>When moving from R to Yr 1 – there were barriers to learning which tends to come out more when children are challenged further with reading etc, support is now in place and we have identified the weak areas. ALT also increased our target which was higher than our original targets.</p> <p>KS2 - reading 82% achieving above pass mark – writing is completed by teacher assessment. Moderation for last year was completely accurate.</p> <p>CE – how do we get greater depth higher?</p> <p>We need to wait for it to make its way through the school, will take time but we nearly there. Talk for writing started 2 years ago and is now working its way through the school but year 5/6 has not had sufficient time doing this.</p> <p>SEND – The school is moving to a new reporting system which will be an online system instead of paper based and will all managed by the SENCO.</p> <p>Speech and Language - Suffolk County Council support is not strong, however there is a well developed and strong Speech and Language system in the ALT North Suffolk Hub.</p> <p>Governors agreed to establish a curriculum working party who will meet in the autumn term to analyse data after the SATS results. A date of Monday 10<sup>th</sup> Sept @ 6pm was confirmed.</p>
4.	SDP/SEF Priorities	Update in Headteacher’s report
5.	Budget Monitoring	<p>Governors received an update from the Business Manager on the current budget position, report previously circulated, a copy has been included in the minute book. Key points arising from the discussion:</p> <p>Main areas are:</p> <ul style="list-style-type: none"> <li>- Pupil clawback of £6000 has now been taken back</li> <li>- 18-19 will be last year we are funded on estimate pupil numbers. In future years we will be funded as all other schools which will be lagged. It is more difficult to be funded this way if pupil numbers are increasing</li> <li>- Extra income from French Trip is offset against expenditure</li> <li>- In year saving in teaching staff due maternity leavers returning later than originally projected</li> <li>- Overspend in TAs due to recruitment of extra for an SEND pupil</li> <li>- Saving in premises staff due to restructure of cleaners/site team</li> <li>- Curriculum costs were initially set to be flexible so there has been a saving here and school has also been cautious with spending</li> </ul> <p>In conclusion an in-year deficit of £2573 against a forecasted amount of £49k which now gives a secure carry forward of £107k. This high carryforward is necessary to support us in future years.</p> <p>School Business Manager talked through the budget dashboard. Main reason for in year deficit is the rising staff costs - inflationary pay increases and teacher pensions increases.</p>

		<p>Reydon is in a comparatively healthy position compared to others.</p> <p>The National Fairer funding formula has potentially been delayed for a further 12 months and the travel consultation outcome may also impact negatively on Reydon's pupil numbers.</p> <p>Pupil numbers have remained static in budget projections and with a continuing in-year deficit it will make future years planning difficult. Governors suggested that a wish list is given to the Friends with required equipment for them to support the school with large purchases.</p> <p>This budget has been agreed by the Director of Finance at ALT and will now go to the Trust board for approval.</p>
6.	Premises / Health & Safety Monitoring	<p>Governors received an updated on Premises</p> <p>Handsam has one issue outstanding – SEND Premises Update – windows replaced in hall during the summer Fire door upgrade will be completed.</p>
7.	Reports from Governor Visits / Update from Working Parties	<p>Governors received an update on governor visits which have taken place since the last meeting. School Fete was attended by several governors and an extremely successful day. No further visits reported. No working party meetings have taken place since the last meeting.</p>
8.	Additional LGB Papers Including Review of Policies:	<p>To receive policies for approval / adoption:</p> <p>None</p>
9.	ALT Business	No updates
10.	Future Events	<p>To receive relevant dates –</p> <p>Calendar to be sent in autumn term</p>
11.	Any Other Business	<p>JVe- No more marking – where are we?</p> <p>Update will be provided at the autumn term working party meeting.</p>
12.	Confidential Personnel Matters ( <i>Trust governors to remain for this item</i> )	<p>CM, CG, LE left meeting 19.17</p> <p style="text-align: center;">REDACTED</p> <p>Meeting closed at 7.25pm</p>
13.	Date of Next Meeting	<p>Full governing body to be confirmed in autumn term Working Party Data meeting – Monday 10<sup>th</sup> Sept @ 6pm</p>