

ARMATHWAITE SCHOOL GOVERNORS

Minutes of the meeting held on the 9th March 2020

Present: Mrs H Hepworth, Mrs B Anderson, Mrs E Dowes, Mr B Wohl, Mr G Smith, Mrs J Prosser, Mrs S Stuart, Mr B Graham, Mr P Tyson, Mrs J Dunn and Mrs J Willetts (Clerk).

1. Nursery Update

Nothing to report.

2. Apologies for Absence:

Mr N Ruddick was not present at the meeting.

3. Declaration of Business Interest/Confidentiality:

No business interests were declared.

4. To approve the minutes of the last meeting 20th January 2020

The actions from the previous meeting were discussed and had been completed. HH explained that the school now subscribe to Maths Frame which children can access at home. SS has organised a Governor visit and BW presented the Clerk with his school visit Pro-Forma following a computer observation.

Action: BW to email AM his school visit pro-forma for the governor section of the website.

The minutes of the meeting on 20th January 2020 were agreed to be a true record of the meeting and were signed by Mr Wohl.

5. Head teacher's report

The Head Teacher's report was circulated prior to the meeting and a copy is attached.

JP was interested in the school achieving a place in the final of the Cumbria Eco-school award. HH explained that due to the Coronavirus the final at Sedburgh has been placed on hold, but the school will be attending the final with 4 pupils from years 5 and 6.

HH discussed the Eden Rock climbing competition which helped some children overcome their perceived fears. Eden Rock have very generously offered Armathwaite School a free return visit.

BW mentioned the trip to see Emergence Dance perform at the Brewery Arts Centre and HH explained the dancers had been due to complete a workshop today with children in Year 4, 5 and 6 but had failed to attend. HH will be chasing this up.

SS asked about the increase of children bringing packed lunches into school. HH reported that on a recent count she had counted 50% of children having packed lunches in one day and Orian have not been completing their monitoring visits due to staff issues (process of appointing a new member of staff). A letter had also been received from Orian stating that the price of school meals will be increasing to £2.62. HH explained she had a meeting with Orian last week to voice her concerns regarding the quality and a change in menu without notification or input from the school. HH also explained that the vegetarian option does not cater for vegans, which the school has a number of and 50% of the new reception children are bringing packed lunches despite receiving free school meals.

The price increase was discussed and the Governors agreed that the school cannot subsidise the difference between the £2.30 free school meal funding and the new price increase of £2.62. The school currently fund every child eating fruit in class before morning breakthrough PE and School Sport Premium Fund , which is excellent.

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HH reassured Governors that the school want to ensure that Orian provide healthy nutritious lunches. The children are very aware what is healthy and they (the children) have also written to Orian to request no polystyrene packaging. Orian have not responded to the children by letter, but during the meeting with HH said they are making a change to their company policy. HH has requested a price and a menu for 1 main course and 1 pudding option, which works well for a school within the cluster. BW asked HH to remind parents of the Packed Lunch Policy.

6. Committee reports

a) Finance & Staffing

ED circulated the budget Summary Report (attached). The current balance stands at a healthy £11,221 and ED reported that is on track for the end of year.

The credit card reports were presented which the Chair checked and signed.

It was agreed that the Finance Committee will meet on the 16th March at 3.30pm to discuss the budget and staffing.

b) Working Environment/Health & Safety issues

A Working Environment meeting was arranged for the 20th March at 3.30pm.

HH reported that new sheds are required to store school equipment and the broken fence behind the hall needs replacing. Genesis Homes have still not completed the joinery work in payment of the use of the school car park and their site work is scheduled to finish in March. The Governors suggested sending Genesis an invoice for the car parking.

Action: PJ to email John Blue at Genesis Homes to state the outstanding work must be completed by the end of the month or an invoice will be sent.

c) Equality & Diversity Sub Committee

BW and BG held a second Equality & Diversity meeting.

Action: BW to pass the minutes from the Equality & Diversity meeting to the clerk.

d) E-Safety Sub-Committee

Action: BW to contact Mrs Gill to request attendance at the Stonewall Training on the 23rd March.

7. Analyse School Performance, ISDR and SES

HH displayed the headlines from the Analyse School Performance. The Key Stage 2 progress in Reading, Writing and Maths was shown as in line with national average. This year the school will be aiming to ensure targeted children achieve expected across the three subjects in KS1. There is also a focus on gaining higher level in all three areas – writing, Reading and Maths at KS2. The figures were based on 9 pupils and showed Armathwaite at 89%, compared with a 69% National Average.

HH also presented the Primary Inspection Summary Report, which looks at progress and attainment. All the details were explained to the Governors and Ofsted have not highlighted any areas of concern.

Action: HH to email the Self Assessment Summary to Governors.

8. Policies for approval and to be approved

- Governors' statement of behaviour principles – GS recommended approval of the policy following a minor change.

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- Safe Recruitment, Selection & Pre Employment Vetting policy and procedures – BW was happy to approve the policy.
- Complaints Procedure – PJ to read and report at the next meeting.
- Data Protection Impact Assessment Policy & Procedure – BW to read and report at the next meeting.
- Online Safety Policy & procedure – BW recommended approval of this policy following a few minor changes.

ED circulated the Staff (and volunteers) Acceptable Use Policy Agreement and this document was read and signed by the Governors.

9. SIDP (School Improvement & Development Plan) subject action plans & Governor meeting/visits

Action: BW to complete a School Visits Pro-forma for his Child Initiated visit.

The Governors subject roles were reviewed and discussed and subject self evaluations were distributed. The importance of organising visits was discussed and HH explained the Governors can book evening visits which will allow them to complete book scrutiny, view progress and talk with the subject leads. HH explained that Ofsted will look at reading, phonics and maths, but can complete deep dives in other subjects.

Action: Governors to organise their school visits.

10. Ofsted framework & training feedback

HH discussed the points within the Ofsted Framework and explained that Governors are also counted as school leaders. In the new Ofsted Inspection Inspectors will mark schools down if they “hot house” pupils by narrowing the curriculum. Inspectors will focus more on how schools achieved their results.

Action: HH to email the Governors the new Ofsted Framework before further discussion at the next meeting.

11. SFVS

Not discussed.

12. Research Work – teaching ecosystems

HH reported that further work has been carried out and a copy of the work is available for all Governors to read. BW expressed an interest in reading the work.

13. LA Governor

Officially this was Jenny Prosser’s last Governor meeting at LA Governor, but JP agreed to attend the next meeting in May.

The Governors completed the required LA Governor nomination and appointment form, stating the skills which would be beneficial.

Action: JW to send the completed paperwork to Governor Support.

The terms of office of BG and SS were also discussed which end in July. HH expressed her thanks for the valuable work the Governors perform.

Action: ED to send a letter to parents regarding the Governor vacancies and place an advertisement in the Parish News.

14. Special Needs

BW reported that the Special Educational Needs and Disability Policy, SEN Information Report SEND offer have all been updated and can be viewed on the school website. Copies of the documents have also been sent to the SEND Governor.

BA explained she had recently completed training re SEND and the new Ofsted framework which covered a new assessment system for children with complex difficulties. The new statutory assessment will replace P scales and will be based on the 'seven aspects of engagement' The new approach focuses on pupils abilities in specific areas like awareness, curiosity and anticipation.

15. Safeguarding

HH explained that during after school football club a child had reported that he thought a neighbour was taking photos, when in fact he was trying to find a mobile phone signal in his garden. HH has spoken to the children and Miss Holmes to the neighbour. The children understand how important it is to report any concerns, but also that neighbours have a right to be in their gardens. The school and Governors understand this is a time of transition for the children as there have not been houses adjacent to school prior to building work being carried out.

HH reported that the NSPCC will be completing a session on Keeping Children Safe this term in school

16. Health & Safety

As reported in item 6 the school fence behind the hall needs replacing.

17. Correspondence

HH explained that a parent had reported wires protruding from the fence following an incident when a younger sibling of a child was climbing the fence after school and caught their clothes. The children are now busy covering the wire with tape. It is also important that parents supervise their children at the end of the school day. School children are not permitted to climb on the school fence.

An email has been received from a member of the community with a mobility scooter. He has explained that parents parking on the pathways makes access very difficult in the scooter. HH has replied to the gentlemen and a letter has been sent to all parents and an email to Nursery asking them to communicate this problem to parents.

BW asked if the school have received any advice on the Coronavirus. HH explained that the staff had completed a 20 second hand wash demonstration with all the children. Staff cover was also discussed as the school should be aware that current thinking suggests staff are more likely to be affected by the virus than children.

Date of the next full Governor meeting:

18th May 2020

6th July 2020

21st Sept 2019

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Key

Mrs H Hepworth (Head Teacher) – HH
Mr B Wohl - BW
Mrs S Stuart - SS
Mrs B Anderson - BA
Mrs J Prosser- JP
Mrs E Dowes - ED
Mrs J Willetts (Clerk) – JW
Mr G Smith- GS
Mr N Ruddick - NR
Mr B Graham – BG
Mr P Tyson - PT
Mrs J Dunn – JD
Mrs L Whyllie – LW
Mrs Anne-Marie Pincombe - AP

Signed Chair of Governors

Date