

**MINUTES OF GOVERNORS' MEETING
Tuesday 3rd October 2017 at 7.30 p.m.**

Present: Nick Crispin (Chairman), Charis Geoghegan (Headteacher), Sarah Brattle, Anne Consedine, Phil Heaphy, Briony Sutcliffe, Alison Cotton, Claire Owen, Laura Gill, Anne Heard & Lynne Moore (Clerk).

Apologies: Rev. John Russell and Martyn Pearce

1 Prayers

Nick Crispin opened the meeting with a prayer.

Conflicts of interest

None declared.

3 Consider and consent to absence

Apologies were received and accepted for Rev. John Russell and Martyn Pearce.

4 Governing Body Membership

James Mitchell is keen to join the governing body and has two children currently at Little Gaddesden School and is also a member of the PCC. NC is meeting with Simon Hill (an ex-parent) to see if he wishes to pursue his interest any further, before speaking with CG.

5 Terms of Office for Chairman and Vice-Chairman

It was agreed that these positions will continue to run annually.

6 Election of Chairman and Vice-Chairman

NC expressed his wish not to re-stand as Chair and BS was nominated by PH for this position and seconded by Anne C. BS will stand down from her role as Vice-Chair and it was suggested by BS that the Committee Chairs take on this role in a joint capacity. This was agreed and seconded by AH. NC will continue to serve on the governing body until his end of office. BS wished to thank NC on behalf of the governing body, for all that he had done over the last 15 years. It was agreed that NC would continue to chair the rest of the meeting.
7.35pm – Laura Gill joined the meeting.

7 Register of governors' business and pecuniary interest.

All governors present have signed and dated the relevant declaration forms

8 Minutes of Meeting on 4th July 2017

The minutes were agreed as a true and accurate record of the meeting and were signed accordingly.

9 Matters Arising from these Minutes

Nothing to report.

10 Review of committees & terms of reference

Nothing to report on Resources and Learning Committee since last meeting. It was agreed that NC would continue as the Health & Safety Governor.

Membership of each committee is listed below:-

Resources Committee:-

Phil Heaphy (Chair of Committee)	Nick Crispin
Anne Consedine	Martyn Pearce
Charis Geoghegan	
Laura Gill	
Briony Sutcliffe	

Learning Committee

Anne Consedine (Chair of Committee)	Laura Gill
Briony Sutcliffe	Anne Heard
Sarah Brattle	Phil Heaphy
Alison Cotton	John Russell
Charis Geoghegan	Claire Owen

Academy Sub-Committee

Charis Geoghegan	Briony Sutcliffe
Phil Heaphy	Anne Consedine

11 Policy Approval

Child Protection Policy –this has been updated and a copy was given to all governors at the meeting. All staff signed at the beginning of term to confirm they have read it. The main change is that the new version includes abuse between two pupils. The incoming Chairman of Governors signed to confirm its approval.

Health & Attendance Policy and Procedure and Staff Performance Policy were formally approved. The updated policies to be included on the school website.

Action – Louise F/AC

12 School Development Plan 2017-2018

A Governors morning is planned for 14th November from 08.00 – 10.00 a.m. to discuss the three points we have been lead to by our SIP:

- To maintaining outstanding in all areas of the Ofsted handbook grade descriptors.
- To provide evidence that the pupils receive a broad and balanced curriculum as a result of effective leadership in the foundation subjects.
- To further accelerate pupil progress in maths through the highly effective teaching of reasoning.

One of the outcomes of our SIAS is that they are keen that we put more details into our School Development Plan and this will be discussed at the meeting on 14th November.

13 SEND

We have a more “quirky” group of children than we have had for a while, particularly in Class 3. This is a different challenge which has been very time consuming in terms of dealing with the children, parents and professionals and has taken up a lot of time this term. Financially, we have put money aside to support the teachers and the children. It must however be noted, that we have a lower percentage of SEN children than other schools.

14 Headteachers Performance Management

CG to confirm whether it is appropriate for the Chair of Governors to participate in the Headteachers appraisal with PH.

Action - CG

15 Ofsted & SIAMS

Last Ofsted was 4 years ago in March. Only a selection of outstanding schools are visited to see if they have maintained their outstanding status. With this in mind, Helen Jones has been invited to Little Gaddesden to tell us what Ofsted are looking for. We have invited other schools to attend this meeting, to keep the cost to the school at a minimum. CG acknowledged that bad results would usually trigger an Ofsted inspection.

SIAMS Inspections are every 5 years and at the last inspection we were rated “good”.

16 DfE & LEA Matters

Nothing to report.

17 Pupil Premium

Currently we have no Pupil Premium children.

18 Wager Bell Fund

This fund is very healthy with £33,000 on deposit and £6,000 in the current account and continued regular donations.

19 Committee Reports

Resources – minutes circulated previously of 26th September meeting. A number of policies were reviewed and the recommendations from the SIAS audit were discussed. We have been given “substantial” reassurance.

Due to personnel changes within Financial Services, we do not currently have anyone permanent to do our accounts. As such, we do not have any up to date accounts to report on. We are however, hoping to have this situation rectified shortly.

Learning Committee

Briony Sutcliffe stood down as Chair of the committee after four years and Anne Consedine was welcomed as the new Chair of this committee, AC wished to thank BS for all her help.

The committee met on 21st September and discussed last year’s results which were good and also the most recent SIP assessment which was also good.

Three policies were reviewed; The child Protection and Medical Needs policies are now being updated and it was agreed to defer the “Children Looked After” Policy until the new DfE guidelines have been produced.

The Link Governors reports will be discussed at the next meeting on 8th December to which all governors are welcome.

20 Headteachers Report – September 2017

- 101 children currently on role.
- 25% Of our pupils left at the end of the academic year.
- 15 children started in Reception in September
- Six children started in other classes in our school, some of which have learning needs.
- The Harvest was very successful and the children enjoyed the visit of the Archdeacon.
- Justine Greening’s Response – there will be a statutory assessment in Reception and this will replace KS1 assessment.
- KS2 teacher assessment will be removed – it was felt that nobody really looks at them.
- Governing body asked if there had been any progress on the Justine Greening funding formula and at present, it seems that there is not going to be any more money.
- Teacher’s targets were circulated and CG explained that currently we have Three Teaching Assistants in the process of becoming teachers. KC is doing the “Assessment Only” route, working one day a week in a year 5 class in Brookmead School.
- KS1 Results – attainment is very high, the children did very well and we are ahead of Hertfordshire and Nationally.
- KS2 – Two children didn’t achieve the greater depth in maths and this links in to the maths objectives on the School Development Plan. One child from another school was over assessed at KS1 and one child did not perform well on the day.
- This year we have two KS2 children with no data, one child was in private school and the other was not in the school system.
- Class 1 – please note the following amendment to the FTE which is 0.5 (AM) and 0.6 (LP), who is not in class for 0.1 of her time.
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21 SATs

We were second in special needs in dacorum and 3rd for reading.

22 Linked Governors

Early Years

- 15 new children, 1 EAL who has quickly improved and 4 other children who speak another language at home. It was felt we need to encourage parents to change their status for these children to EAL.
- Three children have speech and language delay and the Speech Therapist is being contacted concerning these children.

Action – LP

- The whole class is at or above age related expectation and attainment is excellent.
- Baseline Assessments to be submitted by 20th October once this has been analysed; we have had consuming data from pre-school providers.
- No SEND children.

- Prediction – two out of the 15 will struggle to meet the early learning goals.
- All the children get on well with each other.

SB will circulate a copy of the report when completed. **Action – SB**

23 Website & Prospectus

DfE have not updated anything since December. AC to meet with Louise Farrow to check we are inline. **Action - AC**

24 Governor Training & Feedback

- 1st November – Helen Jones Visit
- 7th November - Exclusions Training – as many governors as possible to attend the training on exclusions which is being held at Little Gaddesden School. Exclusions training needs to be done every two years.

25 NC thanked CG and all the governors for their help and support in all the years that he has been chair.

The meeting closed at 8.43pm .