



# AMPNEY CRUCIS C OF E PRIMARY SCHOOL

MINUTES OF THE MEETING OF THE  
FULL GOVERNING BODY  
27<sup>th</sup> November 2012 at 7pm

## **Present:**

Anne Bridges (AB)  
Antony Burse (AJB)  
Barbara Di-Nucci (BN)  
Janette Denyer (JD)  
Rachael Dunn (RD)  
James Haden (JH)  
Viv Hilton (VH)  
Andrew Lazenby (AL) (Chair)  
Revd. John Swanton (JS)  
Anne-Marie Wilkie (AMW) (Head Teacher)

## **In Attendance:**

Clerk – Elaine Ryan (ER)

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### **1. Welcome, apologies and changes to Governing Body membership**

The Chair welcomed everyone to the meeting and expressed thanks to Ilene Sterns who has now resigned from the Governing Body following a house move, there is now a vacancy for a Foundation Governor.

Apologies were accepted from Tony Williams (TW)

### **2. Register of Pecuniary interest**

A completed Pecuniary Interest form was received from Janette Denyer. Completed forms have now been received from all governors.

There were no interests to agenda items or changes to interests previously declared.

### **3. Minutes of the previous meeting held on 9<sup>th</sup> October 2012**

The draft minutes of the meeting held on 9<sup>th</sup> October 2012 were agreed to be an accurate record of the meeting and were signed by the Chair.

### **4. Matters Arising**

The actions from the last meeting were reported on as follows:

#### **Governor Induction Pack**

**Action Carried Forward**

**Action: Governor Induction Pack to be obtained from JD by JH.**

#### **Progress Data**

**Action Complete**

**Action: AMW to circulate progress data report to all governors.**

#### **S.D.P**

**Action Complete**

**Action: AMW to amend School Development Plan as above.**

#### **Health & Safety Policy**

**Action Carried Forward**

**Action: TW and JS to update Health & Safety Policy**

S.D.P.

Action Complete

Action: Head to update School Development Plan to include SIAS inspection in 2015.

Consultation responses

Action Complete

Action: AL to circulate details of responses to the Consultation Document to all governors.

### **Other Matters Arising**

It was clarified that our school is only the ninth school in the whole country to qualify as a Lead School for Achievement for All (A.F.A.) and AMW is now an A.F.A. coach for four other schools.

### **5. Chair's Report**

AL reported that since the last FGB meeting he has attended a production by Willow Class, the production was outstanding and was a great credit to the teachers involved. The children in willow spoke very confidently and very clearly so all the audience could hear every word.

He was expecting to attend a meeting on school funding which was cancelled due to the recent floods.

### **6. Questions on Head's Report**

A written report was circulated with the agenda of this meeting. The following points and questions were raised:

#### Number on roll

Two new pupils have now joined the school in Years 6 and 4; this brings the total number on roll to 83.

#### Standards

AMW has carried out a work scrutiny in Oak Class and confirmed that the children have made good progress since September. Marking of the children's work was excellent, with next steps clearly identified and a good level of challenge and support provided. In addition, Peer marking is been used in our school in Year 2 and above as this consolidates learning.

Pupil Progress meetings will be held to look at each child's targets.

#### Lesson Observations

In reply to a question, AMW replied that the purpose of lesson observations was to enable all staff to move to outstanding teaching. It was emphasised that AMW sees consistently good teaching throughout the school on a day to day basis and has discussed with all staff what outstanding teaching looks like. All staff have been given a focus to work on.

A governor asked if staff might feel under too much pressure, and AMW explained that that teachers' salary is linked to performance via the Performance Management system and therefore her aim is to enable all members of staff to achieve the highest level of performance they can without too much pressure.

AMW was asked if the school keeps a scrapbook of photographs of productions and other school events which could be used as evidence for Ofsted. AMW replied that there is a scrapbook which currently requires updating and AB then offered to take responsibility for updating this on a monthly basis. The meeting thanked Anne for doing this.

### **7. Questions on the Self Evaluation Statement (S.E.F)**

Copies of the S.E.F. were circulated with the agenda of this meeting. It was noted that the criteria applied by Ofsted are now more rigorous than previously which makes it more difficult for schools to achieve OUTSTANDING. The following points and questions were raised:

### Introduction

Governors questioned the wording of the second sentence and it was decided to change this to read '*Pupils generally come from homes where more adults have accessed Higher Education than the national average.*'

### Overall Grading

Governors asked AMW why the Overall Grading was GOOD rather than OUTSTANDING, AMW replied that in order to achieve OUTSTANDING the SATs results must indicate an Average Points Score of 16 and greater than 2 Levels progress in English, Maths and English and Maths combined. Our school has achieved this in English and Maths combined but not in the two individual subjects.

### The behaviour and safety of pupils at the school

In reply to a question, AMW explained that this had been graded as GOOD rather than OUTSTANDING because the SATs results could not be graded as OUTSTANDING. A number of governors reported that all behaviour they had observed in our school had been excellent and exemplary; this was further evidenced by TW's recent visit to school which had focused on behaviour, the findings of the parents' survey and the Bishop's Visitor's report. It was decided that this criteria should be changed to OUTSTANDING with a note added to effect that although the criteria regarding results was not met, there is much evidence to demonstrate that behaviour is OUTSTANDING in our school.

The reference in this section regarding the parents' questionnaire will be modified to include the percentage of parents who responded.

### Phonic Screening

A governor asked how children can be prevented from trying to attach meanings to the faux words used during the phonic screening test. AMW replied that a lot practice helps and games are used to enable children to sort faux and real words.

### Creativity

Governors asked whether some reference could be included in the S.E.F.to highlight the opportunities given to all children to participate and achieve in artistic, sporting and creative activities. It was also noted that children from our school continue to achieve highly in secondary school.

### KS1

A governor asked for clarification of the bullet point labelled '*summer births*', AMW replied that this refers to the fact that children, especially boys, born in the summer months may be underachieving in relation to children born at other times of the year.

### Other changes

The following are to be included:

- Re-launch of the school website
- Pupils of the week (Reading, Writing, Problem Solving)
- Governor Awards
- Use of small groups of children of similar ability.

Some minor changes to wording were suggested; AL will mark these up and pass to AMW.

**Action: AL to mark up changes to wording in S.E.F and pass to AMW.**

### **8. Health and Safety update**

TW is currently working on this.

### **9. Questions on draft minutes of Finance and Buildings Committee meeting held on 14<sup>th</sup> November 20012**

The following points and questions were raised:

#### Agenda item 7

A governor asked for clarification of where the £13,273 to be returned as a share of the Delegation Budget would be taken from. AMW replied that this money was to cover services that were previously paid for by the L.A. but is now included in the budget, school must then buy the services back.

#### Agenda item 6(ii)

AMW clarified that the amount of DFC received is lower than in previous years. The meeting emphasised the need for more space in the school and the provision of this be explored further. It was noted that children walking to outside buildings is time consuming.

AMW will discuss the resurfacing of the playground with Rob Stephens, it may be possible to obtain LVCAP funding for this.

#### Pupil Premium

A governor asked for further information about the After School Club, AMW explained that it would be a recreational club with Pupil Premium being used to fund places for eligible children.

Booster Groups will start in January 2013 and funding is available for 18 months, some children in these groups will be entitled to Pupil Premium.

A need was identified to revisit the pros and cons of seeking academy status.

#### **10. Questions on minutes of the Curriculum and Staffing Committee held on 15<sup>th</sup> November 2012**

The Marking Policy and the Pupil Premium Policy were recommended to the full governing body, these were adopted unanimously.

<b>Decision: The Marking Policy and the Pupil Premium Policy were adopted unanimously.</b>
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#### **11. Questions on minutes of the Ethos Committee held on 15<sup>th</sup> November 2012**

It was clarified that the name of the speaker on India was Lucy Barfour, she will be visiting school again to talk to the children.

Over £90 had been raised by the school for Children in Need.

It was noted that a cake and calendar sale was held by the children of Willow Class to raise money for Sevington Victorian Education Centre.

#### **12. Governor Visits to school**

VH had visited school this morning; her report will be presented at the next meeting.

TW has visited school to focus on behaviour; his report will be presented at the next meeting.

Visits in Term 3 will be arranged as follows:

- AL – to focus on English.
- AB – to focus on Maths.

JS has taken a number of assemblies at school and reported that the children's behaviour had been excellent.

#### **13. A.O.B.**

(i) Changes to dates of future meetings of the Curriculum and Staffing and Ethos Committees, these committees will now meet on the following dates:

Tuesday 22<sup>nd</sup> January at 9:00a.m.  
Tuesday 12<sup>th</sup> March at 9:00a.m.  
Tuesday 18<sup>th</sup> June at 9:00a.m.

*Meeting closed at 8:45*

*Signed as a true record:*

*Andrew Lazenby  
Chair*

*Date:*

**Meetings to be held in TERM 3:**

**Finance & Buildings** – Wednesday 14<sup>th</sup> January 2013 at 9a.m.

**Curriculum & Staffing** – Tuesday 22<sup>nd</sup> January 2013 at 9a.m.

**Ethos** – Tuesday 22<sup>nd</sup> January 2013 to follow Curriculum and Staffing

**FGB** – Tuesday 5<sup>th</sup> February 2013 at 7:00p.m.