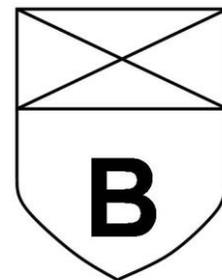


Minutes of Meeting

Bradfield Primary School Full Governing Board



Date of Meeting: 18 May 2017 5.30pm

Location: Bradfield School

Present: Jenny Slade-Nowell (HT)
Kester Russell (VCHR)
Julian Gadsby

Robin Hassan (CHR)
Katharine Handley-Archer
Lindsay Holley (arr 5.35)

Alasdair Pearson
Stephen Ruddick
Helen O'Reilly

Pauline Ford (clerk)

Apologies: Edward Holloway

Absent: Edward Holloway

Reference No.	Minute	Action
	Minutes to be read in conjunction with the Record of Actions for June <i>Strategic direction/Challenge or Question/Answer/Action/Extract</i>	See separate action sheet
01.05/17	APOLOGIES FOR ABSENCE 1.1 Apologies were received and accepted from Edward Holloway. RH apologised for leaving at 6.45pm	
	THE MEETING WAS QUORATE/NOT QUORATE	
02.05/17	NOTIFICATION OF ANY OTHER BUSINESS 2.1 The SBM needed two forms to be signed, draft letter to parent re funding, PTA list for purchases.	
03.05/17	DECLARATIONS OF INTEREST 3.1. The clerk informed the FGB that they should declare if they are a Governor at any other school. AP declared that he is a Governor at John Rankin Infants and Junior School, Newbury. KR declared that he is the Commercial Director at Bradfield College. JG declared that he is a Governor at Bucklebury School.	
04.05/17	MINUTES OF LAST MEETING 4.1 The Minutes of the meeting held on 27 April 2017 (<i>previously distributed</i>), and the Part II Minutes dated 27 April 2017 were approved and signed by the Chairman as a correct record.	
05.05/17	MATTERS ARISING 5.1 The Record of Actions was updated, outstanding matters had been completed. The kitchen shutter had been fixed. Two quotes had been obtained through WB; the second at £820 was dearer but batteries for shutter closure at £25 were considerably cheaper and will last five years so was more cost effective. This installation will be in the next two weeks. A Health & Safety walk to be arranged. SR distributed the latest versions of the school logo. The Governors discussed and made suggestions; logo to be simplified and emailed to Governors for comment . The school has bought a Risk and Assessment training package which includes working at height, safeguarding, fire warden training for as many staff as required for £375 so will not take up the offer of training from Bradfield College.	SR
06.05/17	LEAD TEACHER'S REPORT 6.1 NH had prepared a Progress and Attainment report on EYFS which was presented by the HT in her absence. The FGB thanked her for the comprehensive report. RH asked about the role play areas; the garden centre is used for buying things, the vets includes a cash register, counting animals and bandages. Both are using maths in everyday situations. Children also visit the office to ask questions about money and costs of items. What impact is the Forest School having? The Foundation children attend Forest school at Rushall Farm every Monday; transport has been kindly provided by a parent. It is jointly led by school and Outdoor Leaders; children are able to	

take risks, be outdoors and carry out practical tasks. HO asked if this could be spread through the rest of the school, probably not because of cost implications. School does have an annual 'Outdoors Day' and the Bluebell Walk. AP queried one of the 17 Areas Shape, Space and Measures. This covers knowing shapes –triangles etc. and measurement. LH pointed out that the character values for the PPG cohort are strong. A gap in writing in the PPG cohort has been identified- will it be closed by the end of the year. The HT felt this was unlikely. The Governors had a discussion on boy/girl expectations which they felt should be the same. Ofsted now have boys as a particular focus group and there is a definite trend with boys and writing. The HT has noticed whole school gender trends with learning behaviours exhibited. However she had noticed there was a group of lively boys in F and Y1 who were not used to boundaries; further up the school boys' behaviour was better. The baseline target was GLD 79, last year school was 72.7, below the LA. This may not be achieved because of children with significant SEN needs, summer born children and some children performing lower than the rest of the cohort.

6.2 The HT presented the Data Tracking Report, she highlighted the following:

Progress

Reading – making above expected progress, closing the gap with the boys. Lots of parents gave time to help hear readers in Foundation and KS1. There was an incentive programme –three signatures in the reading diary = 1 merit. There was a need to engage parents; the HT writes to parents of those not on track enclosing a phonics book and revisits this.

Writing – Good for PP pupils, boys and SEN are making less than expected progress. Half of the SEN children have learning difficulties so this affects their spelling. LH asked if there are specific spelling interventions. Wordshark is used in KS2, plus spellings on a daily basis and challenges. There is no TA capacity for precision teaching. There is a need to apply accuracy in writing.

Maths – this has been a priority. As said before the statements are broad so cannot be signed off until near the end of a phase. The AG&T are not being seen to be making progress; this is because of mastery not currently being recognised in Target Tracker. It is a data recording issue. Staff will be attending training at Westwood Farm School to rectify this gap. Progress shows as an upward trajectory, mastery requires broader and wider knowledge.

The HT noted that Y3 should achieve in maths; Y2&3 and Y3&4 classes will have TA support for maths learning after half term.

Y1 spend more time on reading and writing than maths, a change in timetable required for next year.

The Governors asked how the HT found the new curriculum. She felt it was very heavy on spelling, which was not necessarily a useful life skill. Spellings can also cause anxiety in children who are not good spellers. In maths learning by rote with all the class progressing at the same was not helpful. It did benefit those sitting just below average. JG asked what the rationale was behind the new curriculum. LH replied that GCSEs were also changing with no coursework being taken into account, only exams at the end of the second year. Memory skills were changing.

07.05/17

HEADTEACHER'S REPORT

7.1 The HT reported that two incident had been reported on Webrisk. 1) a Y2 boy had been scooting across the outdoor stage, he fell off, splitting his chin and required a visit to hospital
2) A Y6 girl fell off the play equipment whilst rolling over the bar. She broke an arm and dislocated an elbow requiring a hospital visit. RH asked if the supervision was good – yes, it had been an accident with her simply falling awkwardly.

7.2 SIAMS The whole school had a good Bluebell Walk culminating in a service at Black Barn. There will be a whole school Creation Day on 9 June to celebrate nature and creation. Children will be asked how they are inspired –dance, art etc. and school will accommodate this. Robin Sharples, the Diocese SIA, will have a link visit the following week.

Sports update The LA is refining the sports partnership package. There will be an increased cost, they are developing a self-audit package to help better allocate the Sports Premium. School has negotiated with the sports partnership for training sessions to take place in the spare classroom, allowing staff to attend the trainings at no charge.

13.05/17	CLOSE OF MEETING There being no further business, the Chairman declared the meeting closed at 7.25pm.	
Appendix	DOCUMENTS EMAILED <ul style="list-style-type: none"> • Agenda 18 May 2017 • Minutes 27 April 2017 • Record of Actions April 2017 • DOCUMENTS PRESENTED AT THE MEETING • Part II Minutes 27 April 2017 	

Minutes Taken By: Pauline Ford, Clerk to the Governors 18 May 2017