

**ARMATHWAITE SCHOOL GOVERNORS**  
Minutes of the meeting held on the 23<sup>rd</sup> September 2019

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

Arriving late to the meeting Neil Ruddick

**1. Nursery Update**

BW explained that the Nursery did not have any details to report but he felt it was very important to keep the link between the Nursery and school Governors and staff.

**2. Appointment of Chair and Vice Chair**

**Election of Chair:** BW stated that he is prepared to remain in the position of Chair of Governors and this was seconded by GS, it was unanimously agreed to re-elect Mr Ben Wohl.

**Election of Vice Chair:** JP had sent a letter prior to the meeting advising that due to her term of office ending in May 2020, it would be advisable to stand down as Vice Chair. HH thanked JP for her expertise and time in the role of Vice Chair and for the constructive challenge she has brought to the meeting, through her role as Vice Chair.

The position of Vice Chair was offered to the Governors and GS volunteered to stand for the role, with initial support if required from JP and BW. The proposal to appoint GS as Vice Chair was seconded by BW, it was unanimously agreed to elect Mr Grant Smith.

**3. Apologies for Absence:**

Apologies were received from Mr N Ruddick.

**4. Declaration of Business Interest/Confidentiality:**

No business interests were declared.

**5. To approve the minutes of the last meeting**

The actions from the previous meeting were discussed with the following outcomes:

- HH reported that during Mrs Gill's appraisal she requested that she organise an E Safety meeting with BW and HH.
- HH explained that the school website is currently in the final stages of re launch and HH will ensure the awards are displayed on the new website.
- **Action: ED to send GS a copy of the Emergency Plan.**
- BW and BG organised an Equality and Diversity Committee meeting on Fri 4<sup>th</sup> October at 3pm.

The minutes of the meeting on 8<sup>th</sup> July 2019 were agreed to be a true record of the meeting and were signed by Mr Wohl.

**6. Head teacher's report**

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

The Chair asked Governors to make points on their Head teacher's report which could be discussed during meetings.

JP asked for further information on the Global learning and contacts with other schools. HH explained that Mrs Gill made a connection last year with an Australian School and this year is

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developing contact with another school in Eastern Europe and Tower Hamlets in London. HH also reported that Mrs Gill will be training to achieve the Global Teacher Award. BW congratulated the school on pupil numbers and HH discussed a new family who had recently viewed the school with 2 children.

BW asked about the Local Authority General Advisor visiting the school and HH explained that Fay Kabbara is very interested in Armathwaite School's curriculum and Child Initiated Learning. She will be visiting on the 8<sup>th</sup> November.

Mr Verry is now teaching a music lesson once a week and providing guitar and keyboard lessons.

NR congratulated the school on their animal welfare fundraiser; the children had raised £140 for school and over £90 for Oxfam. The event had been very well attended with excellent teamwork from the children and help from the staff.

HH explained that Genesis had requested the use of the school car park during the holidays in return for payment or complimentary work for the school. HH has produced a list of work, including guttering, fascia boards, pot holes and shelving. To date the pot holes have been filled, but HH will contact the manager to ensure further work is completed and also chase up the new hedge between school and the development.

## **7. Committee reports**

### **a) Finance & Staffing**

ED circulated the budget Summary Report (attached). The current balance stands at £28,945 and Lesley Dixon will be auditing the accounts in October prior to them being submitted on the 31<sup>st</sup> October.

ED produced the credit card reports which the Chair checked and signed.

JP explained that Joseph Askew (Peer Partner Head) had recommended Armathwaite Governors adopt an additional Pay Committee and a Pupil Premium Governor. Terms of Reference were also discussed for the Committees and JW was asked to contact Governor Services for details. It was agreed to review the Sub Committees at the next meeting.

**Action: JW to send details of Terms of Reference and Committees to HH and BW.**

HH reported that Dave Willetts had carried out all the required tree work during the summer holidays and at the beginning of term due to access issues in the holidays.

### **b) Working Environment/Health & Safety issues**

The minutes of the 7<sup>th</sup> June (minutes attached) were passed to JW.

### **c) Equality & Diversity Sub Committee**

Meeting date arranged.

## **8. Results Overview**

HH circulated an Analysis of Key Stage 1 and 2 Attainment and Progress Autumn 2019 (attached) and explained that the Key Stage 2 results achieved the Year 6 targets, but unfortunately did not achieve GDS (greater depth target), even though the pupils had been working at greater depth prior to the SATS.

The Governors asked why the pupils had not reached greater depth in the tests. HH explained the children had completed practise tests throughout the year; however, not in the Sats test situation.

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Analyse School Performance will be published in December/January which will allow greater analysis of the results. A significant number of the year group had been very close to achieving the higher level score of 110 and in writing 4 pupils had achieved greater depth. HH explained that the school aim to provide children with more test practice in the hall and to further work on fluency to improve their scores.

HH also stated the school were disappointed with the Grammar, Punctuation and Spelling test and think this may be due to it being the first test of the week.

HH explained she is currently working on the new School Improvement Development Plan and explained further details of her research into White Rose Maths. The staff are now introducing the resources into the classroom. Mrs Wylie and Mrs Pincombe are also providing same day intervention in line with Mastery Maths and Helen explained how the children can request further help and will receive the support after lunch. HH expressed the importance of children feeling confident and the same day intervention is vital to secure their understanding.

JP asked if White Rose Maths caters for high achieving pupils. It was confirmed the maths is dialogue based and can be delivered on three different levels with the school providing additional challenge.

HH discussed the excellent Key Stage 1 results with 30% achieving greater depth. HH explained there will be a strong focus on Year 4 multiplication this year in preparation for the new times table test.

The Chair congratulated the school on improving results year on year and GS commended the idea of mock exams in the hall. BW praised the teachers for the atmosphere in school during SATS week and said it is very important it is not a stressful event for children.

## **9. Policies for approval and to be approved**

- Off Site Visit Procedure – HH produced an updated policy with changes highlighted in blue – JP to read and report at the next meeting.  
ED provided the Governors with a copy of Keeping Children Safe part 1, which all the staff have also read.
- Overarching Safeguarding Statement – SS to read and report at the next meeting.
- Child Protection Policy - SS to read and report at the next meeting.

## **10. SIP (School Improvement & Development Plan)**

The SIP had been sent prior to the meeting and HH explained the evaluations had been updated and all very positive. HH praised the school for achieving the Sapere P4C Gold Award, Fair Achiever School and the Rights Respecting Gold Award last year.

HH discussed the schools opportunity to upgrade to fibre broadband through a government funded grant. However, the cost of running fibre broadband needs to be considered. The school are in the process of procuring 3 quotes and HH spoke of the importance of future proofing the school.

HH explained how important the Diminishing Disadvantage project to identify vulnerable pupils had been and the drawing and talking training for Mrs Wylie last year. This is a very valuable resource for children and the parental engagement has been very positive.

HH discussed the importance of every child reading by the age of 6 and being secure in their reading before moving onto the next level.

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SS highlighted the interview reports which had been introduced in 2018/19 and praised the children for being so self aware. HH reported that the parents had given very positive feedback and the time spent in dialogue with the children was considered very valuable by teachers.

JD asked if school offers responsive drawing and talking sessions to all children, HH thought this was worth investigating, but currently the sessions are only offered to children after discussion with parents.

The Chair asked all Governors to be aware of all the areas they are responsible for and complete Governor visits.

### **11. Special Needs**

BA reported that the Inset day had included discussions on the new intervention groups and same day intervention.

It was also reported that one child is being referred to an Educational Psychologist. Chloe Hall is continuing with a language enrichment intervention programme and children can access nurture when it is required.

HH discussed an article she had found very informative during the holidays on Inattentive ADHD (once called ADD), a subtype of attention deficit hyperactivity disorder. Helen explained the children's challenges. HH offered to send a copy of the article to any Governors who were interested in further details.

### **12. Safeguarding**

New policies for 2019 are currently being updated and will be sent out shortly. ED produced individual copies of 'Keeping Children Safe' for the Governors to read and retain. The school are also carrying out DBS checks for volunteers in school. HH highlighted the Safeguarding Poster within the classroom which specifies who to contact with any concerns.

### **13. Health & Safety**

The children held a big litter pick at the start of term to clear up litter on the field from the building site and are now being very vigilant. The Governors asked HH to pass on their appreciation to the children.

### **14. Correspondence**

An invitation has been received for the children to attend the Thursday Club, which is a great link with the village.

### **Date of the next full Governor meeting:**

**18 Nov 2019**

**20<sup>th</sup> Jan 2020**

**9<sup>th</sup> March 2020**

**18<sup>th</sup> May 2020**

**6<sup>th</sup> July 2020**

**21<sup>st</sup> Sept 2019**

**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

Signed ..... Chair of Governors

Date .....