

Exeter Children's Federation

Meeting of the Full Governing Body

Meeting Minutes

Clerk: Neil Keen

Date: 11 th July 2016	Venue: Wynstream Primary School	Time 18:30
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Present:

Peter Vickery	Local Authority Governor (Chair)
Martyn Boxall	Ex Officio (Executive Head Teacher)
Michaela Young	Parent Governor
Terri-Anne Hornby	Co-opted Governor
Chris Neads	Co-opted Governor (Vice Chair)
Lisa Sayers	Co-opted Governor
Emma Bowler	Co-opted Governor
Gill Brown	Associate Governor (no voting rights)
Chris Briggs	Associate Governor (no voting rights)
David Coven	Staff Governor
Will Sweeney	Trust Governor
Grace Williams	Trust Governor

Absent without Apologies:

Rebecca Bowden	Parent Governor
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5/1 **Apologies Received**

None

5/2 **Minutes of the previous meeting**

Edit made at minute 4.6 for point of accuracy. Changed to 14 children in need as opposed to 14 children in care. Agreed as an accurate record and signed by the chair.

5/3 **MAT Update**

MB presented a verbal update on the progress of forming the MAT.

The trust board members, chairs and heads are all finalised and ready to take up their positions on the board. The Department for Education have stated that there will need to be 6 members and not 5 to ensure that the Local Authority is not over represented.

There have been a few issues with the application but Martyn is working on those and is meeting with representatives at the end of this week to talk through in more details

Trust board group of chairs and heads. Trustees and members all sorted. Had issue with number of members. DFE said can't have 5 members. Will need 6 members to ensure Authority isn't too heavily represented.

Few issues with application. Coming to meet with Martyn end of this week. This is to do with the DFE wanting assurances around the sustainability and viability of the MAT.

The application is then ready to be submitted and conversion could be as quick as November. Solicitors will then be appointed to work on the PFI issues. The articles of association are ready to go.

The Governing Board at Haytor view are taking their vote this week to consider joining the trust.

The DFE have advised Martyn that there is no way that the chestnut can be part of the MAT and must be de-federated. MB is taking some legal advice on the best way forward to ensure that the Nursery remains part of the federation and looking into the possibility of the same group of governors having responsibility for the setting without creating a monopoly.

All we need is the number for application. Conversion could be as quick as November. All around issue with PFI but solicitors will be appointed to do this.

Article associations have been drawn up and are ready to be approved.

Business Managers and admin teams are meeting regularly. MB asked Kelly for issues that could arise when mat is formed so

MB explained that governors can view all the updates and information online at the trust website by searching for 'connect education trust'.

MB to bring further updates to governors in September but is sure that everything will be moving on over the summer months.

5/4 **Staffing Update/Structure**

Recorded as part II minutes

5/5 **Monitor Budget and any other financial streams**

MB explained that DCC have recently written to the federation because they are concerned about the 3rd year of the budget plan and have subsequently asked for plans to be put in place to ensure that the budget position is not in deficit before converting to an academy.

MB explained that his salary will be uplifted in the budget plan and will be split equally across all schools.

MB explained that he would like to employ a permanent member of staff to work with pupils and families to address some core issues of children coming into school and also wants to ensure there are more THRIVE trained staff across the federation, there is 40k within the budget to bring in this additional support and even after this spend the budget is in a healthy position.

Wynstream Budget

Additional teachers have been employed, heavily invested and spent extra 138k next year. 3 year position at Wynstream is £72k in credit for year 3. School looking now to help spend that for social, emotional wellbeing needs on the current cohort of children.

MB position DCC sent to us needs to be recognised as incorrect and he will write to them to explain the situation.

Wynstream budget is healthy; the only caveat is the changes on the horizon for a new national funding formula.

Montgomery Budget

In year surplus of £95k, 3k overspent following year, and after that is 29k balance position. MB confident that a recovery plan is in place.

CN – bit concerned – 2/3 years down the line in 2020 – 234k deficit. MB reality is that the federation are budgeting on worse case scenario which doesn't take into account any staff changes. The reality is that no 2 years are the same in terms of staffing levels. Years 4 and 5 in the budget plan do not give a great picture, however the federation should be able to achieve the savings projected from forming a MAT.

DC asked MB if schools could expect an increase in funding when the new formula is announced. MB felt that it is unlikely and that we shouldn't bank on it bringing more money into the budget.

5/6 **Verbal Head Teacher Reports**

Wynstream Primary School

GB Presented HT Report for Wynstream.

EY profile data was predicted 72 % and the school achieved 62%. GB explained that it was confirmed that nursery children start of very low and that Pupil Premium children don't make as much progress, which is why a new person has been put in post.

KS1 children achieved a 76% rate and schools haven't heard what the national pass rate is yet, but this is up on last year.

The bar was moved for KS2 assessment and National expectation was high. Writing was externally moderated and every pupil except for 1 was secure, however on re-submission of some work, that pupil is now secure.

Reading, Maths and SPAG were SATS in terms of closing gap... now have better picture. Made a huge leap against a higher bar this year.

These results are due to the investment in the children and the smaller classes.

Teachers now very clear on what is required to get national target next year and are already wanting to start to plan for that.

PV – congratulated GB on the achievements and felt that the results were testament to the new structures in place. PV requested to be kept informed of progress.

GB explained that the school was part of an instead review on 20th and 21st June which highlighted the strong teaching and learning in KS2.

Areas of development that have been identified:

The school needs a period of stability in terms of leadership for a couple of years.

Governance needs to improve. Governors need to know high level information about pupil data. GB suggested that Governors could have just 1 school and be responsible for the dataset for that school, rather than be expected to understand and learn datasets across different schools.

GW asked if Ofsted see the instead. MB explained that the school would let them once it has been quality assured

Montgomery Primary School

72% of children Achieved the Early Years target. Children come in low but make good progress.

KS2 Results were 60,60,53,58

Reasonable achievements, 48 percent of the cohort are free school meal pupils and a high level of SEND. This year some staff changes have meant a shift in focus.

PV – asked Marion Phillips if she is confident to be able to bring updates next term. MP explained that she has had an excellently planned handover from Chris and will bring future updates.

CB explained that the results need to have context around them, and whilst children need to hit scaled scores, the bigger picture is around the wider curriculum experience which all children have received, which enables them to thrive and develop in the next phase of their education which is all part of the ethos of the school. Important to note and consider this in context.

CN asked if next year will be better. Did Montgomery do as well as hoped? CN explained that Montgomery assessments were correct and on the mark, but it was a difficult cohort for Montgomery this year and needs to be considered in context.

CB explained that Montgomery were subject to their INSTEAD Inspection on the 4th and 5th July.

Positive comments about how children can articulate what they are learning. Governance was highlighted as an area for improvements and Governors need to know how things are happening and not just take it as said.

5/7 **Writing Moderation Visit & Wynstream Visit Notes**

GB Presented recent visit notes for the above. Spelling is a challenge for some of the children and the school need to ensure that the more able children are able to access greater depth in their reading. The school have been recommended a couple new titles to ensure the school can offer more challenge to the high level achievers.

Janet Ross, School Improvement Visit– school settled with calm classes. In 1 book, there was query with a piece of work and Gill Looking into the grammar of that but all in all, Janet was happy with her visit.

5/8 **Safeguarding Policy/Keeping Children Safe in Education Guidance**

MY ensured that all governors were fully aware of the above 2 documents that underpin safeguarding across the federation. All governors signed a policy sheet to state they had read the policy and guidance from the DFE on keeping children safe in education. GW asked how to staff get updates on policies? CB explained that staff get passed down the policies and have to sign a form to state they understand them and also that it would be good when governors are in schools to ask staff if they are aware of policies and how they work in practice.

TAH proposed that the new safeguarding policy be adopted and CN seconded the proposal.

5/9 **Governor Monitor Visits - Receive reports and evidence from governor visits**

GW and WS recently visited both schools. They explained how children are mixed in year groups at Montgomery and this is so the older children can help become leaders in those classes. GW commented how evident it was that children value the behaviour system in place at the school and how evident it was that this is embedded across the school.

GW and WS had a big discussion at Wynstream around the changes in the curriculum and how it is being managed and how it will impact on results.

GW commented that it seems like GB and the team have recognised where improvements can be made and have a plan for improvements.

TAH and EB visited Wynstream and looked at Speech & Language, specifically how it might vary in each school. They have come up with a plan of what they are going to look at in future visits. In Nursery a new scheme called Nuffield is in use and the cohort are going to be tracked to see how effective the scheme is and how well it stands up against the language link scheme used in foundation.

TAH and EB will Report back to a future meeting.

5/10 **Review Pupil Numbers & Staff Absence**

Pupil numbers Covered in attached reports. Teaching staff absence is minimal but support staff is fairly high.

5/11 **Reflect on the Impact the GB has had on the outcomes for pupils in the school over the academic year.**

PV explained that there is still some work to do around governance and wants to link that with the findings from the recent instead inspections at both schools. PV explained that the governing board have come a long way in a short space of time and are still work in progress.

PV asked governors to consider what training or support they need to develop in order to position them to carry out their roles effectively.

5/12 Part **II Agenda Item**

Recorded under part II minutes

5/13 **Any Other Business**

Date of next meeting Monday 26th September at Montgomery Primary School, 6.30pm start

Governor Training/Development – Governors to look into what development/support they need and let the clerk know of any training need

School Absence - Nicky Morgan has responded to PV's query around absence and has stated that it is about persistent absence, and she is clear that attendance is non negotioable. MB need to look at this next year.

Terri-Anne requested information on the MAT and the structure. MB pointed her in the way of the Connect Education Trust website for all the information to date.