

**OAKINGTON C OF E (A) PRIMARY SCHOOL
BOARD OF GOVERNORS**

**MINUTES OF THE MEETING
HELD ON THURSDAY 17 MARCH 2016, 7.30pm**

PRESENT: Edmund Buss (EB, Chair), Sally Daggianti (SD, Head), Peter Nicholas (PN), Karen Sutherland (KS), Sharon Oakley (SO), Lindsay Born (LB), Paul Lloyd (PL), Jenny Prince (JP), Dawn Mansell (DM), Jo Bryant (Clerk)

GUEST: Julie Byrne

APOLOGIES: Ann Webster, Clare Chapman, Anne Christie

Prayer: JP opened the meeting in prayer.

1. Welcome and Apologies for Absence

Apologies were received from AW, CC and AC due to other commitments. These were accepted by the Governing Body.

2. Declaration of Interest, Register of Pecuniary Interest

None were declared.

3. RAISE Online – using the data

One of the objectives of the governing body over a two year period is to improve its understanding of the performance data available through RAISE, and to improve its data analysis skills to identify the strengths of the school and areas for development. Julie Burdon was visiting to help with this. The early pages of the report outline the context for the statistics that follow. Julie explained that pages marked [G] are for the particular attention of governors.

P.16 shows that prior attainment at KS1 is the same in Oakington as the national figure. At this stage, pupils in the school are of average ability.

P.17 illustrates the impact of the introduction of Phonics test in Year 1. Oakington's results are much higher than the national figure, and 100% of the children passed.

PP23-25 indicate that high achievers do well in the school. In KS1 Oakington children exceed the national figure for Reading by 9%, for Writing by 18%, and for Maths by 21%. The government has recently increased its expectation of what children should achieve by the end of KS1, and pressure is now on schools to achieve the new targets.

P25 shows the trend over a 5-year period and Oakington is above the national All Subjects Average Point Score over this time.

P28 looks at performance in KS2 and a similar positive picture emerges. In Reading, 1 child achieved Level 6, in Writing 3 children achieved Level 6, and in Maths 4 children achieved Level 6. This is the equivalent of the expected level for an average 15 year old. The school aims to support children with SEN, as well as to stretch able children.

P36 shows that the Average Point Score at KS2 is above the national figure. Again the government has increased the level of expectation such that topics that had been taught in Year 2, are now covered in Year 1.

P41 indicates progress from the end of KS1.

P44 shows that 47% of the children made more than expected progress in Reading. Two statemented children also made good progress, even though they did not meet the attainment level.

P48 shows that 59% of the children made more than expected progress in Maths.

Overall, the following strengths were identified:

- Phonics at KS1
- Maths throughout the school
- Consistent progress by the children
- Positive leadership and management
- Teaching and Learning – teachers' subject knowledge is good and assessment is thorough
- Children's learning behaviours – the children enjoy learning and are focused in school

The following areas for development were identified:

- The Governing Body should emphasise and celebrate children's progress, and the overall strengths of the school
- The importance of the wellbeing of both children and adults in school
- To monitor the plateau that can occur between the end of KS1 and the beginning of KS2
- To ensure that all children make the best possible progress, especially the average ones
- To ensure that the high fliers continue to be stretched
- To work in partnership with parents in order to help them understand the new government targets
- To aspire to maintain the school's current standing during the transition to the new targets
- To listen to teachers and boost their confidence in an increasingly pressured environment

Action 43: Consider how to address Areas for Development from the RAISE Data analysis, as listed in the minutes.

Julie Burdon then left the meeting which continued with the agenda.

4. Minutes of Previous Meeting and Matters Arising

EB signed the minutes of the previous meeting as a correct record. As per the Actions, JP had uploaded various reports to the school website. AC, LB and PL still need to attend a governor induction course. Action: JB to arrange. DM is to join the Learning and Development sub-committee. SD will designate a number of dates for Open Mornings in the Autumn Term. Currently there are 64 applications for 25 school places. Of these, 24 are within catchment and 1 is a Looked After Child with a sibling in the school. Most governors had accessed the school website since the recent training, and several had uploaded documents.

GB Annual Cycle

JB and EB had met to discuss this to ensure that the governing body covers all necessary business over the course of the year. Action 44: EB is adjusting this and will present it at the next full GB meeting in May.

Complaints Procedure

EB and SD had attended LA training on this, but it had been unsatisfactory. Action 45: They will draw up a procedure themselves which will be presented at the next full GB meeting In May.

5. Finance

JP queried whether some details of the Best Value Statement should be deleted. SD explained that the dates shown in the Statement of Internal Control reflect the figures from the previous financial year. SFVS was recommended for approval by the Resources sub-committee. All three documents were approved.

6. Governor Monitoring Visits

AC is due to meet SD, and DF on Fri 18 March to consider English; JP is trying to organise an ICT visit with NC; LH has carried out the SEND/Pupil Premium visit with SD but there has been no report as yet; KS will visit Science with SR in June. The other visits scheduled for Spring Term 2016 are:

SDP Priority 2 (Assessment) *LB Staff: SD*

Collective Worship and RE *PN Staff: SD*

SDP Priority 3 (Progress in writing) *EB Staff: DF*

Action 46: Reports (and recommendations) from Governor Monitoring Visits should be a standing item on L & D committee agenda.

7. Head Teacher's report

Action 48: This has been deferred to the next full GB meeting in May. This means there will be two head teacher reports next term.

8. Reports from sub-committees

Both committees had met recently. The Learning and Development Committee minutes have been circulated and are available on the website. As Resources had only just met, the minutes will be available in due course.

At L & D, it was agreed to defer the discussion on Link Governor visits until the Autumn (Action 47). The main discussion concerned academisation. Financially and academically there are no advantages to Oakington with this, but it is an agenda being pursued by the government. It is accepted that at some point the school will need to become an academy, but the timing and arrangements for this are crucial.

The Resources Committee discussed and recommended approval of the SFVS. Monitoring spending against budget had meant that money was being better spent, and the Budget Control Report was approved. Progress on the new classroom build was discussed, and it has been agreed to proceed with parquet flooring for the new school hall floor. EB is to arrange a meeting with the diocese regarding the school house.

9. Correspondence and AOB

EB had learned that both James Alexander, the vicar, and the Master of Queens' College, Cambridge had been approached by the diocese asking them to resign their trusteeship of the school house in order to arrange transfer of ownership to the diocese. He therefore contacted the diocese, and Julie Robinson-Judd had offered to meet with the governors to discuss the matter. There has been no response from Andrew Read to questions raised by EB last September regarding who will manage the house once ownership is transferred. Action 49: EB to continue to chase Ely diocese.

All governors are now required to have DBS certification by September 2016 and should therefore bring ID comprising birth certificate, passport or driving licence and a recent utility bill to the next full GB meeting, or alternatively in to the school office for processing. As a new governor LB needs to apply immediately. Action 50: All, SD, JB, LB.

The original co-ordinator for the school Breakfast Club Jenny Astles has passed away suddenly.

10. Date of Next Meeting: Thursday 5 May 2016

The meeting concluded at 9.38pm.

