

BRIGHTER FUTURES MULTI ACADEMY TRUST

FIELD LANE – LOCAL GOVERNING BODY MEETING (PUBLIC MINUTES)

Date: Wednesday 29th March 2017

Time: 6.00pm

Attendees: J George (Academy Director/Chair), Sandra Margison (Staff Governor), C Whittaker (Parent Governor), V Dear (HoS), C Roberts (Clerk)

Item	Minute	Action by
1. si	Apologies and consent for absence	
	<ul style="list-style-type: none"> • Received and accepted from K Brown, H Williamson & K Simpson 	
2. si	Declaration of interest	
	None.	
3. si	Approval of previous minutes	
	<ul style="list-style-type: none"> • Minutes were accepted as true record of meeting. 	
4.si	Matters Arising	
	Item 6: Accelerated Reader – taken longer than expected, the HLTA who is coordinating the set -up has been going to SD. Hopefully will be able to release some other staff to complete and should be ready the week after Easter holiday.	
5.si	Items declared confidential.	
	<ul style="list-style-type: none"> • Persistent Absentee report 	
6.si	Urgent business not identified on agenda	
	<ul style="list-style-type: none"> • None. 	
7	SLT Report – Spring 2017	
	<p>HT provided a brief summary with the following points being discussed and noted:</p> <ul style="list-style-type: none"> • Characteristic pages of report based on new Raiseonline – based on last year’s Y6/Y2 /FR which are released in Oct as un-validated data and is then validated in Feb/March. School also using Fisher Family trust data as this is more current. Inspectors only have access to Raiseonline - Data dashboard on an inspection. • Increasing diversity and ethnicity of school population. Children come from slightly different backgrounds. Positive feedback has been received from parents of new EAL children. HT reported that the school had also received a generous anonymous donation of £500. • Vulnerability – we have classed as any children that have intervention of agency or L3 upwards of continuum need. • Majority of safeguarding concerns in Early Years. LM (learning mentor) and SW (social worker) working with families. SW was appointed as 2yr post. • Mobility – need to be mindful of number of pupils (2 FN due in Sept) HT is confident this number will increase as parents may not have completed their application forms yet, also working on improving relationship with CC. • HT will be meeting the lead person for Sure Start – CC after Easter, to discuss holding regular safeguarding meetings. • Attendance – currently still below national average. But had success in Y5 with a couple of days of 100%. Overall attendance has been better 	

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	<p>since Christmas. School experienced a bout of serious sickness bug which affected attendance. No holidays are authorised, and the school is far more consistent in our application of policy. 25 children classed as persistent absentees – we have seen improvement in all but 4 children, so still slightly below 90%. Staff are aware that absenteeism is not a child’s fault and are being positive when children are in school. EWO (educational welfare officer) service which we now buy into has been used quite a lot. Attendance in Y6 – 91.8% which is a concern for Y6 SATs.</p> <ul style="list-style-type: none"> • FSM – are followed up by the school administrator. • Exclusions – 4 children on fixed exclusions. 1 (Y2); others include 2 – Y6 boys with 1 in danger of being on permanent exclusion due to violent situation. HT reported the school has done work with family – but did not attend the reintegration, child may not get to the end of year, also referred him to extra services and already receives extra provision. • Referrals – currently made by DSL (designated safeguarding lead); SW/LM may need to review how we report on this – 2 families are working with SW/LM and are engaging with school. • Behaviour – HT analysis. Historically TOZ incidents/ isolation are not exclusion level. Lots of repeated pupils, extra provision in place and some bespoke reward systems. Some parents are engaging and continuing to work with school. • Extended schools clubs – overall well attended. Summer term may drop off due to increasingly better weather and children choosing to go home to play out. • SEND – registers. Children on group action plans. HT advised she has looked at the pupil progress data today and will tweak any provision needed. • Predicting Y2 phonics – some children will not pass as are on SEND register. • School has been moderated in writing by AMS (LA specialist literacy consultant) to ensure our judgments are secure as in KS2 last year the school was below floor. • SDPs: Attendance – (Parent Governor HW link governor) HT advised nothing more we can do, but to continue to try to get parental engagement; use the tools / procedures in place. SW also working with families on family lifestyle. Suggestion made to remind parents about SATs after Easter. HT advised a workshop around preparing children for SATs is already planned with the offer of a free breakfast as an incentive. Free breakfast club places are also offered to targeted children to get them into school on time and fed. Numbers attending breakfast club have increased and parents can now pay using ParentPay. • SDP – Math: (Staff Governor – SM link governor) reported 5 day challenge working well. Recaps what has been taught in the previous term building on continually embedding learning. • Early Years: (Parent Governor – KS link governor) HT reported EY staff doing a great job. Staff have attended quite a bit of training and come back keen to implement what they have learnt and what they have 	

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	<p>identified would work for the setting, including delivery of role play. Still developing outside resources and play, and have done some work with CC. Focus for summer will be interaction on language. HT will do the training for this as well as some forest school work with staff. Continually receiving positive feedback from parents about the staff. Cohort includes 2 SEND children staff working together with agencies putting plans together. Overall children are very comfortable in the setting and all know where they need to be and who with etc. Had some children with challenging behaviour – but staff have asked for help to work consistently.</p> <ul style="list-style-type: none"> • SDPs – Reading: (Chair/Academy Director – JG link governor). Unfortunately due to attending numerous trust development meeting/appointments and her work commitments Chair hadn't managed a visit this half term. But at a previous visit was reassured by the PIXL external consultant that the school was ahead of other settings and was confident that teachers know exactly where children are in their learning. Still using the new materials and introduction of AR (Accelerated Reader) after Easter should also have a positive impact and build on reading development. Teacher Monster – for SEND children also working well which allows parents/children to login at home. • SDPs – Writing: (Parent Governor – CW link governor). HT to update CW feedback. Spelling – differentiated learning, children failing to get enough are sent home with more to learn. CW suggested perhaps look at a different ways to learn. An issue identified was TA access to training as it is often after 3.00pm and due to their own child care cannot attend all training and is not always paid. HT advised that this may need to be reviewed to improve quality of access of training. • CW reported whilst she was in school a fire evacuation had taken place during carousel (all mixed classes) and had been impressed that all the children knew where they needed to go and had acted very calmly. • SLT report – Safeguarding: HT advised that not sure how useful it is to be included in the report. • Request was made for teachers' feedback/reflection; and pupil voice to be included in future reports to capture all school involvement. 	
8.	Safeguarding	
	<p>HT gave a brief summary with the following points discussed and noted:</p> <ul style="list-style-type: none"> • Team deal with difficult situation and after an incident HT relieves staff to offer them some quiet time. SW does offer supervision for staff. • All staff have now completed safeguarding training. • School offered support from Police and Safeguarding team. • 5/10 families attended the recent Y6 debriefing meeting – to inform parents of the actual events and signposted to other agencies should they have any concerns. • Parent governor (CW) reported that one of her children had been told at school that the person who had committed the attack had done it because of his religion and had had to explain that that was not true and had been concerned that it had been presented in this way. HT 	

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	apologised for this and will follow up what had been told to children. As she fully understood the problems a statement like that might have in the community and had already been proactive in planning a diversity assembly to celebrate multi culture/British values and to tackle racism.	
9.	Summer term updates	
	<ul style="list-style-type: none"> • Forest school – Y3/Y4 block of sessions – week of key activities • Starting run/walk a mile after lunch • Class trips – if any governors would like to volunteer to help please let HT know. • Following poor transition last year. HT at Rastrick has implemented an extra week of transition and teachers and TAs will go with the children. Staff will also be provided with the training during this week. • Class structures to be finalised – but will have mixed age classes due to numbers. 	
	Policy adoption	
	<ul style="list-style-type: none"> • Policies will be added to the Trust Governor, if members have any feedback/comments please let HT know. HT to action • Asthma policy –all staff have attended Asthma and Epi Pens training. 	HT
	Governor/Trustee Feedback	
	<ul style="list-style-type: none"> • Chair reported trust board and SLT have been attending numerous meetings and will hopefully be able to share update soon. 	
	Correspondence	
	None.	
	AOB	
	<ul style="list-style-type: none"> • Parent Governor (CW) raised a query re: homework and the policy on children losing break-time for none completion. HT advised the topic had caused heated debate within SLT. But was agreed that loss of break-time would only apply to Y4-Y6 not KS1 children and it involved losing some of their lunchtime break on Tuesday to attend 'lunchtime club' to complete their homework. As children need to take some responsibility. Tricky part is trying to find a balance. School has a homework policy and home school agreement that children/parents sign up to annually. Chair suggested that if we think timelines and amounts of homework are disproportionate will need to relook at the policy. Item will be added for discussion to the agenda for next meeting. Suggestion also made to discuss with school council to get their opinion/feedback. Clerk to action. • HT/LM will be consulting parents about removing school tie from Y3 obligatory uniform and perhaps in time looking at changing to polo shirts instead shirts – will need to get some parent feedback. • Trust Governor – suggestion made to meet at 5.30pm of day of next meeting for those members that would like a quick review of site navigation. Clerk to send out reminder prior to the meeting. • Governor training – request for Data dashboard training. Chair and HT to take this to SLT/trust board meeting. Chair/HT to follow up. 	<p>Clerk/HT</p> <p>Clerk</p> <p>Chair/HT</p>

There being no further business the meeting closed at 8.00pm

Signed: Date:

Version	Issue date	Change history
1.0	07.04.17	First draft of minutes by Clerk
2.0	03.05.17	Approved in principle by Chair

DRAFT