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AUTUMN Term 2019

The Governing Board of Daresbury Primary School

Minutes of the Full Governing Board Meeting held on Thursday,
7 November 2019 at 17.30 at the school.

Meeting commenced 17.34

Composition of Governing Board:

Name	Category of Governor	Date of end of tenure	Designated Role
Present:			
Mr M Pocock	Trust	31 August 2020	Chair of Governors, Arts, Safer Recruitment Trained
Mrs J Grimes	Trust	31 August 2020	Literacy
Mr M Sherwin	Trust	26 March 2021	Vice Chair, Training and Support, ICT, Mathematics
Mrs H Watts	Trust	31 August 2020	Children and Young People in Care, Child Protection and Safeguarding, Anti-Bullying champion, Educational visits, Safer recruitment trained
Mrs A Windridge	Trust	31 August 2020	SEND, Science
Mr P Mackenzie	Parent	2 May 2023	
Mr J Paget	Parent	22 February 2021	Pupil Premium
Mrs S Stewart	Staff	10 July 2022	
Apologies:			
Mrs E Robinson	Trust	30 June 2021	
Mrs K Zuger	Staff	31 August 2020	SRE, Safer recruitment trained
In Attendance:			
Mrs C Roberts			Principal, Safer recruitment trained, Child Protection, Children and Young People in Care
Mrs A Dunabin			Clerk to Governors

1. Apologies

Apologies had been received and were accepted from Mrs Robinson and Mrs Zuger.

2. Declaration of pecuniary interests.

Mr Pocock declared his relationship to Mrs Pocock, manager of Moore pre-school.

Mrs Stewart's husband works at the Heath.

Annual declarations have already been completed and are published on the school website.



3. Membership

The principal reported that there is a candidate for the position of Trust governor and hopefully the vacancy will be filled before the next meeting. Mrs Stewart is acting staff governor during Mrs Unsworth's maternity leave.

4. Minutes of the meetings held on 6 June and 11 July 2019.

The minutes were agreed and signed by Mr Pocock (Chair of Governors).

5. Matters Arising

None to record

6. Code of Conduct

The Code of conduct, having been reviewed by Governors, was agreed. The Chair reminded Governors to respect the confidentiality of Governing board business.

7. Committees and Nominated Governors

- It was agreed to continue with the current committee structure.
- Mrs Grimes and Mr Pocock will join the safeguarding committee.
- Mrs Watts will take on responsibility for Educational visits. There are no other changes.

8. Committee reports and/or reports from Governors with special responsibilities

<i>Finance, Personnel & Premises</i>	<i>3 October 2019</i>
<i>Teaching and Learning</i>	<i>10 October 2019</i>
<i>Safeguarding</i>	<i>17 October 2019</i>

Finance, Personnel and Premises – the committee chair reported that the net deficit was £33k last year which was lower than planned. This means that the challenge for this year will be less. The progress of the planning application was discussed. There will be a temporary classroom for next year and realistically this will be in place for three or four years. Governors feel confident about the temporary solution but are concerned about how long the temporary situation will last. The committee signed off the amended TORs which, it was noted, are more beneficial for the committee. It was reported that the MAT has put a better system for responding to emails in place.

Teaching and Learning –

Q: How was the new IT equipment funded?

A: We used the government's 'little extras' money plus there was an additional £1k that was used which is being investigated. The school now has three full trolleys of laptops. The new ghost is ready and will be trialled.

Q: It mentions in the minutes that the maths target for Y6 will be a problem?



A: The current Y6 attainment of RWM is heavily pulled down with maths; a lot of these children have challenging targets for maths. There is an action plan in place and lots of interventions. They are being taught in small groups.

Q: Will Numicon be of benefit to these children?

A: The benefits of this system will take three years to embed. The children in Y5 are using mathematical vocabulary confidently.

Q: Are there things that could have been picked up earlier?

A: It is cohort specific and a number of these children joined the school part way through their primary schooling.

Q: How many children in receipt of Pupil Premium funding are there?

A: The numbers are based on last year's census and some of these children were in Y6 last year and so have left the school but we will still get £21K. There are nine children currently in the school in receipt of this funding.

Safeguarding – it was reported that the DBS checks are coming through really slowly. Governors noted concern over the L3 safeguarding training. The principal reported that she and Dianne Moore are attending safeguarding cluster group meetings. It was reported that the contingency is that someone in the MAT will be Level 3 trained.

Mr Mackenzie has completed half the safeguarding training for governors.

Governors' safeguarding training will take place at the school on 28 January 2020 at 17.30.

9. Principal's Report

The Principal referred to her previously circulated report and asked for questions.

Q: There are 157 children on roll which is an increase of seven since the summer and SEND is 10% of the school; how is this funding wise?

A: We fully expect the percentage of children with SEND to increase in January. There are a couple of children in reception with speech and language difficulties and there are children further up the school who are currently at stage four but who are likely to move to stage three.

Q: Attendance seems to have improved?

A: Term time holidays have decreased but I am getting more holiday requests for three and four days, so the parents won't get fined.

Q: The percentage of children on stage three SEND is 5%, are you expecting this to increase?

A: This figure is likely to increase.

Governors commented that it is good that TAs have undertaken paediatric First Aid training.

Q: How are lunchtimes going now that Happy Lunchtime Guy has been in the school?

A: Unfortunately, two of the MDAs who received the training have left; half of the equipment we ordered hasn't arrived so we haven't been able to launch it. The idea was to enable MDAs to lead activities during lunchtimes and to decide what the children would do.

Q: Where will the kit be kept?



A: The plan is to have designated indoor stuff so that things for wet play are organised in school. The outdoor play equipment will be kept in the two outdoor benches.

Q: When was the last Health and Safety visit from the MAT?

A: They have visited this term and have produced an action plan.

Q: When were the fire alarms last tested?

A: I would have to check. We have done a fire drill and evacuation since September.

Q: How are the three words, 'Kind, Safe, Ready' working?

A: It is working, and the children are clear about it.

10. School Development Plan and Self Evaluation

The SDP has not yet got termly breakdowns in it. The Principal reported that she has had her peer review which involves discussing the SDP, the SEF and the school data. It started well but became more confrontational and information was requested in the meeting which had not been asked for in advance. Helen Taylor (Principal Halsnead) and Sharon Black (MAT Director of Teaching & Learning) confirmed the school's overall judgement of 'Good' on the SEF. The areas of development identified by the school were agreed.

11. Policies

The Pay policy has not been received from the MAT.

The SEND and EYFS policies were approved under Chair's actions.

RESOLVED: that, the Safeguarding and Child Protection policy was approved.

12. Financial Statement

Item 8 refers.

13. Safeguarding

Item 8 refers. There are no further updates.

The Keeping Children Safe in Education document 2019 has been circulated and governors confirmed that they had read it and noted the changes from the 2018 document.

14. Director's Report

The Chair attended the Governors' briefing and reported that the new Ofsted framework had been discussed at length and governors also noted that the Halton data overall had improved since the previous year.

15. Governor Training & Visits

The chair has undertaken Safer Recruitment training and attended the Governors' briefing.

Mr Mackenzie has completed 50% of the safeguarding training and will complete it W/C 11 November.

Mr Sherwin attended training on the new Ofsted framework.

Mrs Windridge attended the Inclusion conference.

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Governors have completed the skills audit and this has been analysed. There are no areas of significant weakness and no areas of training have been identified. There is a good mixture of skills on the Governing Board.

16. Compliance

The governors' information on the website has been updated. There are a couple of areas which are not yet compliant.

17. IDSR

This had been circulated to Governors. It did not highlight anything which had not already been identified.

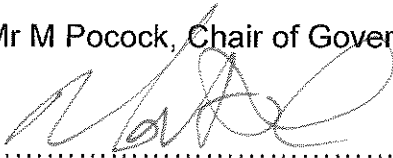
18. Date and Time of Next Meeting

Spring Term Thursday, 27 February 2020 at 17.30

19. Governor Impact

The Chair had circulated the annual impact statement in advance of the meeting for comments. Governors suggested an amendment with reference to the ISR.

Mr M Pocock, Chair of Governors, Daresbury Primary School


.....Signed 27.02.2020Date

