



### **Full Governing Body Meeting**

<b>Date</b>	Monday 29 <sup>th</sup> February 2016
<b>Present</b>	Natalie Bellis (NB), Heidi Brydon (HB), Debbie Collis (DC), Jen Colwell (JC), , Stuart Everard (SE), Marian Gerrett (MG), Michael Jennings (MJ – Chair), Rachel Simmonds (RS), Jackie Whitford (JW), Philip Worsfold (PW),
<b>In Attendance</b>	Rachel Robertson (RR – Clerk), Rachel Tuck (RT)
<b>Apologies</b>	David Tanner (DT), Leisha Krando (LK), Kath Martin (KM)
<b>Absent</b>	Ray Allen (RA)
<b>Quorum (50% or more)</b>	Yes
<b>Meeting duration</b>	17:00 – 19.20

#	Actions carried over:	Responsible
1	CR to set up a user defined group in SIMs for White British boys with multiple vulnerabilities to enable the emerging gender gap to be further analysed.	CR
2	SN and VC to refine the PSHE policy to remove highlighting and correct typos, then to send to CR to publish on the website	VC & SN
3	RS/MJ/KM/PW to meet to review the admissions throughout the year and their impact on the budget, with a view to formal response to Jo Lyons concerning a request for financial support if further admissions are to take place within selected year groups – IN PROGRESS	RS/MJ/KM/PW
4	RaR/MJ to review the Code of Conduct and send out to governors by the February FGB	RaR/MJ
5	RR to organise new entry fob/ card for LK	RR/ SE
#	Actions from 29 February 2016	Responsible
6	RS to revisit sub level training at the end of the year	RS
7	Letter sent by PW and MG to Director of Education to be circulated to FGB	PW
8	RS to load options of savings to GVO	RS
9	RR to resend maths fun day email	RR
10	All governors to let the Headteacher know if they are aware of a good place to link in with volunteers.	ALL

Item #	Minutes	Outcome
<b>1</b>	<b>Welcome &amp; Completion of Attendance Register inc Apologies</b>	
1a	Apologies from DT, LK and KM. RA also absent.	
1b	Declaration of Interest: No declarations of interest made – completed forms to be returned at the next meeting	Recorded

2	SEN Presentation (RT)	
2a	<p>Rachel Tuck (RT) Inclusion Coordinator, and member of the Leadership Team presented an update on the SEN Action Plan, the impact of the SEN Action Plan during the Autumn term, and the key SEN priorities for the year.</p> <p>RT noted 27.5% of pupils are currently on the SEN register across whole school, including the ASC Unit.</p>	Informed
2b	<p>RT explained the Action Plan covers the four areas of SEN as outlined in the Code of Practice 2014, and the focus is on ensuring we are targeting children correctly related to their main need.</p> <p>RT has regular meetings with the Inclusion Team who produce termly reports around the impact of strategies/ interventions applied on the child's ability to learn.</p>	Informed
2c	<p>RT told governors that Years 3 and 5 were used to measure the impact in the Autumn term. Although incoming data showed progress was maintained or improved across the year groups, SEN pupils are not making expected or better progress, and still require more focus. RT noted there has been a push on good teaching in the classroom before extra intervention is sought.</p>	Informed
2d	<p>Going forwards:</p> <ul style="list-style-type: none"> <li>• There will be fortnightly meetings with INAs to improve communication both within the school and at home.</li> <li>• Frameworks are in place as a support tool for teachers to identify the child's main SEN need and strategies required.</li> <li>• Focus on outliers – especially those without an INA.</li> <li>• Provision mapping record sheets are in place.</li> <li>• RT noted teachers need a strategy to manage a large group of children with different teaching strategies in place, and so children may be taught in groups according to their strategies rather than on a one to one basis.</li> </ul>	Informed
2e	<p>Governors queried whether the 'three click' system has replaced sub levels, and the Headteacher explained this is a variation of sub levels, for which weekly updates are received from the DfE.</p> <p><b>It was agreed training will be revisited at the end of the year.</b></p>	<p>Informed/ Discussed</p> <p>Action</p>
2f	<p>The Headteacher noted West Blatchington has a significantly higher number of SEN children than the national average, making it far more difficult to reach the national expectation.</p>	Informed/ Discussed
2g	<p>RT noted that we are currently rated as amber by the LA attendance team, who visit on a termly basis, with the aim to get to green (96%).</p> <p>Persistent absence has improved, and attendance is tracked on a fortnightly basis.</p> <p>Poorest attendance is seen in children from the most vulnerable families.</p> <p>RT explained that after a second letter has been sent regarding absence, all subsequent absence will be classed as unauthorised.</p>	Discussed



	from 3 to 2 form entry, or to relocate other services to the new school to enable the school to run until new development is built.	
5e	Savings of around £500,000 have been made over the last 5 years by removing various services including the LSS and EMAS services and as many funding opportunities as possible have been explored by the Leadership team.	Informed
	<b><i>As the discussion from this point includes information of a sensitive nature about individual staff teams the minutes are recorded separately as a confidential minute as requested by the Chair.</i></b>	
5p	The Chair requested the FGB to vote whether to agree the budget for 2016/2017 to be submitted at £46,549 deficit.  FGB unanimously voted to submit the budget as proposed.	Decision
<b>6</b>	<b>Update on King's Site Proposal (MJ/ RS/ MG)</b>	
6a	The Chair told governors he has been attending meetings discussing the design of the build, when the basic viability work has not yet been completed. He noted that when all feasibility studies have been submitted, the build goes to tender at which point a new architect could step in.	Informed and discussed
<b>7</b>	<b>Radicalisation Prevention (NB)</b>	
7a	FGB agreed to postpone this item to the next meeting.	Informed
<b>8</b>	<b>Portfolio Reports</b>	
8a	Brief portfolio reports were circulated to governors on GVO, and The Chair gave an update on staffing issues.  <b>All governors to let the Headteacher know if they are aware of a good place to link in with volunteers.</b>	Informed
<b>9</b>	<b>Headteacher's Operational Update (RS)</b>	
9a	Numbers on role have increased by 36 (23 excluding nursery places). Many of these were post Census in October. 14 children have left the school.	Informed
9b	Main points raised: <ul style="list-style-type: none"> <li>• Ongoing issues around assessing Year 2 and Year 6 children against two assessment systems. New ratings have been released this week by the DfE.</li> <li>• The staff triangulation process starts next week, with four members of staff undertaking the assessments.</li> <li>• Last week saw the last session of the Pie Corbett Talk for Writing scheme course the Leadership team have been attending, and they will be presenting and leading workshops at a Talk for Writing Festival in the Summer for all schools in the city</li> <li>• No exclusions to date. Attendance stands at 94.8%, with one child on 0% attendance.</li> <li>• West Blatchington will be a new pilot site in the city for a holiday project to feed families in poverty. It will serve families in the west of the city and starts this Easter.</li> </ul>	Informed

	<ul style="list-style-type: none"> <li>Concern for our families who used our BHIP after school club. We have met a company called Extra Time on Friday, and they appear to operate in line with the school's philosophy. The cost will be £9.50 per session, and there will be a trial after Easter, pending Ofsted registration.</li> </ul>	
<b>10</b>	<b>AOB</b>	
10a	RR to resend email regarding attendance at the Maths Fun Day on Friday 18 <sup>th</sup> March.	Noted
10b	Next FGB: - Monday 21 <sup>st</sup> March 2016 at 17:00	Informed

Chair: Michael Jennings

Signature:

Date: