



Minutes

LOCAL GOVERNING BOARD MEETING OF BARROW HEDGES SCHOOL

Thursday 26th September @ 7pm at Barrow Hedges School

Governors		
Gavin White (GW)	Chair of Governors / Co-opted	Present
Nermine Abdel Sayed	Co-opted	Present
Alexis Hill	Co-opted	Present
Isabel New	Co-opted	Present
Louise Wood	Headteacher	Present
Gillian De Marco	Staff	Present
Natalie Edgson	Parent	Present
Richard Lacey	Parent	Present
Neil Webster	Co-opted	Present
Sharon Roberts (SR)	Ex-Officio	Present
Trust staff		
Carole Cook (CC)	Trustee	Present
School Staff		
Kate Duncan (KD)	DHT / Observer	Present
Mikey Lowes (ML)	DHT / Observer	Present

Clerked by:	Kelly Collett
Supporting documents:	<ul style="list-style-type: none"> • 2019/2020 SIP Key Priorities • BH PP Strategy 18-19 August review • BH PP Strategy Plan 19-20 • Agenda 26.9.19 • Curriculum policy • Data headlines for end summer 19. • Code of conduct explanation 19/20 • Merton and Sutton Governor Training programme. • BH LGB Minutes 25.06.19
Meeting closed at:	9.40PM

1. Apologies for absence

There were no absences.

2. Confirmation of Quorum

The meeting was confirmed to be quorate.

3. Declaration of conflicts of interests and changes to the register of interests

There were no declarations of interest.

All Governors agreed the 2019/2020 Code of Conduct form and governors' signatures were received.

The pecuniary interests forms were completed by all governors.

4. Board Membership Vacancies

The governing body noted that the terms of Nermine Abdel Sayed and Alexis Hill will finish in Dec 2019. It was agreed that this was a conversation to be had outside of this meeting.

Named Governor for-

- Safeguarding/Child Protection/ Absence - Nermine Abdel Sayed and Isabel New
- Looked after Children - Gavin White
- Pupil Premium - Gavin White
- Health and Safety - Gillian De Marco
- Trust Finance - Richard Lacey
- Trust Admissions - Natalie Edgson
- Trust HR - Alexis Hill
- Trust Governance – as Chair, Gavin White

- Pay Review Committee - Gavin White, Richard Lacey and Isabel Hill
- HT Performance Panel - Gavin White, Neil Webster and Richard Lacey

It was addressed that having Parent governors on the HT Performance panel was not good practice. CC said that the trust wouldn't feel it appropriate to have parent governors on the HT panel.

5. Governor Training and Governor Visits

There is training for the Pay Review Committee on 8th October. It was noted that at least one governor must have received this training before the committee conducts the pay reviews. GW said he was happy to attend this training.

Ofsted New Framework training is coming up on the 10th October. NE will try to attend.

H & S training will be held at Stanley Park on 23rd January 2020 from 7 to 8.30pm. GDM will attend, but feels more governors should attend this training as well. There must be at least one person there representing Barrow Hedges.

ACTION: Governors to confirm that they will attend this training (Item 001).

Safeguarding visit date will be arranged at the end of the meeting.

Action: Date of safeguarding visit to be confirmed (Item 002).

Governors considered whether to appoint one named representative to the role of a School Improvement Plan Governor and discussed how visits should be planned around what is happening in the curriculum and how this would apply to the work on the SEF/SIP. The HT felt that more planned visits from governors would be beneficial to consider what the school is working on in the SEF/SIP. This will provide a more strategic overview of the SEF/SIP.

Governors were keen to have a clearer understanding of what is required regarding visits and responsibilities since becoming a trust. Governors felt some guidance about what visits and when would be helpful particularly as they are in the process of working out their priorities for the year.

ACTION: HT to list visits she would like termly from Governors (Item 003)

6. Headteachers report on -

Headline Data

HT presented her report, including the assessment data, to governors.

Governors highlighted the distinct gap between boys and girls and queried why this was the case. The school confirmed that a gender analysis has been carried out. It is the boys' writing in particular that is affecting the results. Where boys are performing at a lower level in writing their teachers are aware and are addressing the issue with targeted interventions.

Governors discussed the fact that the data presentation is quite confusing. It was explained that the data presented is a snip from Arbor (the school's information management system). The school, together with others from the Trust, is meeting with Arbor to address this and see if they can make the data more user-friendly.

Phonics Screening Check (PSC)

Governors noted that 92% of children passed their PSC. They asked how the school can help those children who missed the pass mark by one or two points. It was explained that these children continue to learn phonics in Year 2 and they will sit the PSC again at the end of Year 2.

HT explained that the following was being done to address gaps in children passing the phonics screening:

- Each child will have a customised gap analysis

- Continued targeted interventions
- 2 teachers leading on Phonics who will give extra interventions
- TAs also doing interventions
- Assessing and knowing the particular phonics that the children are struggling with

KS1

The HT explained that last years' Year 2 journey from Reception to Year 2 had been difficult. The teaching in Year 1 had not been of a high enough standard, mainly due to staffing issues. This has been corrected this year and there have been many positive changes with more to come.

Governors challenged the school as to whether the changes made are sufficient. The HT explained that a noticeable difference can be seen across the Key Stage through book looks, observations and moderation conducted by other Trust staff. Teaching Assistants have been redeployed to best advantage, with Year 1 a big focus this year.

Progress data was presented to the governing body. *Governors discussed whether having the information for all years was helpful or caused concern where none was needed.* It was explained that children make progress in spurts and a child in Year 3 at "working towards" was capable of getting to expected level in Year 6.

The DCEO stated that the priority of governors should be to challenge whether the quality of education overall is good and that the end of Key Stage data would be the most appropriate data to demonstrate this. Governors should also be looking at how the curriculum is being delivered and how that impacts on progress. She cautioned that data does not always give a full picture of a child, particularly those children who enter the school with low attainment but make good progress.

Governors voiced that they do like to see data in order to see patterns and trends. They also believed that the quality of teaching could be judged from data and that data does produce quality questions. Governors felt that the data backs up what is being done and why there are certain priorities.

The HT explained that the current Year 6 are making positive progress. They were the first to do the new Key Stage 1 assessment so progress can be accurately accessed from KS1 to KS2.

SIP

Priority 2

The HT explained that the introduction of Maths Mastery has been successful. Reception children are benefiting from a better foundation to build upon, so Maths results across the school should improve further. *Governors challenged this statement, asking how the mastery approach has actually improved the teaching.* It was explained that lessons in the past have been pitched to the core of the class and that more differentiation will take place going forward. It was also explained that the Maths Hub supported the cohort that just left. It was noted their reasoning was stronger than their arithmetic, which is a focus this year. Interventions are continuing to address children with gaps.

Priority 3

Governors asked what changes the school has made to management of pupil behaviour at the school. TAs will be taking over the majority of lunchtime supervising from half term so we are expecting this to have a positive effect on behaviour. The TAs have a better understanding of the school's ethos and routines. Timetables and lunchtime policies are being reviewed to minimise disruption from the change.

Governors wondered why parents and other stakeholders are not listed in the document. It was stated that parents had a good view of the behaviour at the school, as reflected in the parents' survey results. It is also not necessary to go into full detail in a key priorities document.

Priority 4

The trustee who attended the meeting explained that more resources are now available from the trust to help with promoting fundamental British values.

Priority 5

The HT explained that the school's Maths leader and the Trust's Director of Maths will write the maths' action plan.

The DCEO congratulated the school for the work that had been done on the SIP.

7. Pupil Premium Strategy Statement

Governors reviewed the 2018-2019 document and the plan for 2019-2020. She explained that there are now less disadvantaged children in the school, but as a whole they would still make up a complete class. Tutoring as a strategy had been successful last year and it is accurately costed this year. An experienced teacher is working one full day with these pupils, and they know the school's systems and values. The HT has completed a review of pupil premium across the trust in order to build a comprehensive strategy.

The DCEO said that she thought the HT has done a very good job and everyone is benefitting from her work.

8. Curriculum Policy

The HT explained that a review has been carried out of the curriculum policy. Individual subjects which are in an appendix will continue to be developed further in the Spring term.

Governors asked whether the policy was linked to the priorities just discussed. The HT explained that it was and the changes will mean that governor visits can be more focussed as they will have a clear link to elements of the policy.

Governors asked how the school encourages children to learn and to take risks in that learning. It was explained that the school focus on the children's mindset, encouraging

them if they make a mistake, explaining that while they can't do it yet, maybe next time they will be able to do it.

The DCEO explained that the new OFSTED framework means the curriculum is being looked at across the trust. The core subjects must be correct from the outset and the foundation subjects can be established over the next year.

RESOLUTION: The Curriculum policy was agreed by governors.

9. Minutes of previous meeting (25th June 2019)

There was a request to change a sentence on page 10. This change will be made. Governors agreed to approve subject to that change being made. GW will sign minutes after this change has been made.

ACTION: Minutes to be signed once minutes are updated to reflect the changes agreed (Item 004).

10. Matters arising not discussed elsewhere and Action Log.

ACTION: Create an Action Log (Item 005).

11. Correspondence to the Chair

The Chair has received the new Termly performance report which he feels is very useful.

12. AOB

Kitchen Inspection Report

The report states that the kitchen is not compliant in several areas. The school is unsure as to who completed the report. Log-books were unavailable at the time, but have now been located. Concerns have been registered about the oven. The school are dealing with the issues raised.

ACTION: HT to establish who wrote the kitchen report (Action 006).

Governor Concerns/Questions

Chair proposed he goes through the questions with the HT and then respond accordingly.

Governors felt it was helpful to have trust training dates.

GW- The trust has approved the following policies-

Data Protection Policy
Governors' Visits Policy
Health and Safety Policy
Flexible Working Policy

Maternity/Paternity Leave for Teachers and Support Staff
Shared Parental Leave
Safer Recruitment
Whistleblowing.

ACTION: All Governors to complete KCSIE. Governors will receive emails (Action 007).

Dates of meetings for 2019-20- All at 7.00pm on Mondays

25th November 2019

23rd March 2020

29th June 2020

13. Confidential Items

Confidential items are contained in Part B of the minutes.

Signed as a true and accurate record of the meeting	
Chair's signature	
Chair's name	
Date	



