



Fierté Multi Academy Trust

Glasgote Academy

Local Governing Board Meeting held at school on Wednesday 1st February 2017.

The meeting was not quorate however it was decided to proceed with the meeting.

Any decisions made are subject to approval at next LGB / Trust meeting.

Item	Minutes	Action
1.	<p>Apologies and Attendance</p> <p>Present: (MH) Mrs M Hamblin – Headteacher (VaB) Mrs V Buchanan - Acting Chair (PA) Mr P Armitage (MP) Miss M Powell</p> <p>In attendance (TV) Mrs T Vigus – Clerk</p> <p>Apologies were received and accepted from (VB) Mrs V Blundell (PA) Mrs P Andrews (GR) Mrs G Radcliffe (CG) Miss C Garey</p>	
2.	<p>Governing Board Matters</p> <p>a) Membership Resignations have been received and accepted by MH on behalf of the governors from: Mrs J Ward and Mrs L Ray.</p> <p><i>Governors noted that these resignations mean that the LGB is considerably understrength. Possible new governors were identified. Governors asked MH to approach these potential new governors and ask them to become Temporary Governors until their appointment can be confirmed by the Trust /LGB.</i></p> <p>VaB is acting Chair during the sick leave of Mrs Blundell.</p> <p>b) Confidentiality All present noted that the contents of this meeting are confidential.</p> <p>c) Register of Business Interests Governors confirmed that the register has been completed. It was noted that potential new governors would be required to register any interests and accept that these will be published on website.</p>	MH/VaB

	<p>d) Declaration of interest – Business and pecuniary No declarations were made regarding any item on the agenda.</p> <p>e) Persons of significant control. MH confirmed that this is managed by the Trust and details will be added to school website.</p> <p>f) Code of conduct Governors confirmed that they have signed and accepted Code of Conduct</p> <p>g) Scheme of delegation Governors confirmed that the Scheme of delegation is managed by Trust and has been accepted by LGB.</p>	
3.	<p>Minutes of the Previous Meeting held on 6.10.16 These minutes were accepted as a true and accurate record.</p>	
4.	<p>Matters arising from minutes of 6.10.16</p> <ul style="list-style-type: none"> • P4 - Music contacts. PA has made contact and will liaise with school to arrange concert in March. • P2 – Holiday leave – MH informed governors that the number of requests for holiday leave has increased during the year. She is following current SCC advice. • P3 – SEND - MH informed governors that following the Special Needs Review (SENSS team and school staff), the SEND register has been updated. Current caseload has been included in HT report. • P4 – Trips. PA confirmed that Royal Mail has subsidised several school trips. MH thanked PA for securing financial support and for giving up his time to accompany school trips. • P6 – Reflection garden. MH informed governors that this is in progress. PA said that Royal Mail may be able to contribute to funding. <p>All actions and matters arising from the meeting have been addressed.</p>	
5.	<p>Reports</p> <p>a) Chair’s and Vice-Chair’s Actions VaB confirmed that she had taken no actions on behalf of the LGB since taking on the role of acting chair.</p> <p>b) Committees/Nominated/Link Governors</p> <p>Science (PA) – report presented. Confirmed that Science is well led and school strategic priority is being developed well. Science visits have been very successful. Children love science and are keen to take part in extra curriculum activities.</p> <p>School Leadership (pupil) Team (PA) – report presented. PA confirmed that School leadership team play a very active role in school. They are always very open and honest and have a great understanding of learning. The team have identified the need for greater peer support and acknowledge that adults within school offer lots of different types of support for learning. Team meets regularly with MH and are great ambassadors for their school. Their behaviour on trip to the Houses of Parliament was exemplary.</p>	

	<p>Young Voices (PA) – report presented Children participated in Young Voices 2017. Again, their behaviour and contribution was a source of great pride. Although the day was very long and tiring, the children’s performance was excellent and PA noted how proud he was of them and the staff. He recommended that T shirts and lights are purchased for next year and he may be able to secure funding to help with this.</p> <p>Teaching and Learning Committee (VaB) (27.1.17 – see minutes) Although this meeting was inquorate, VaB reported that it had taken place and included a work trawl, learning walk, HT report, Music Concert. The quality of Teaching and learning is consistently good/ outstanding.</p>	
6.	<p>CEO/Headteacher’s Report</p> <p>The report was distributed prior to the meeting and covered:</p> <ol style="list-style-type: none"> 1. Overall effectiveness (Raise on Line, Tracking data opportunities) 2. Effectiveness of leadership and management (including safeguarding) 3. Quality of teaching, learning and assessment (CPD opportunities, staffing structure, Performance Management, Monitoring, Pupil Premium- Ever 6) 4. Personal development, behaviour and welfare (Attendance, Admissions, Health and Safety) 5. Outcomes for pupils <p><u>ADMISSIONS.</u> MH highlighted the difficulties that admission of pupils with needs have presented. <i>Governors asked if MH had shared her expectations and school regulations when pupils are admitted.</i> MH said that parents were aware of school expectations and requirements. MH noted that a very small minority of parents have concerns about specific areas of school policy. <i>Governors asked if parents were given support.</i> MH confirmed that the open relationship with parents is extended to all, however she was conscious that individual concerns demanded excessive leadership time and support.</p> <p><i>Governors noted that these were individual cases and reminded MH of the need to celebrate the strong parental support that exists.</i> <i>MH confirmed that she refers to parental support in newsletters and at events, but acknowledged that she could ensure this happens more frequently.</i></p> <p><i>Governors noted detailed attendance data and the strong support used to ensure pupils came to school.</i></p>	

SEND/ LAC/ PUPIL PREMIUM

Governors noted information and were assured that the needs of LAC/ SEND pupils are addressed well.

Governors noted the impact of Pupil Premium funding and were confident that school has an uncompromising approach to ensure that disadvantaged pupils succeed.

EYFS/Y1 DATA

MH reminded governors that attainment and progress was ABOVE national expectations in summer 2016. She confirmed that current practice is strong and predicted a similar level of achievement in summer 2017.

INSPECTION DASHBOARD

MH shared the headline of Inspection data board. She confirmed that the area of weakness identified correlates with the School Improvement priorities – to enhance the proportion of disadvantaged pupils who achieve learning at greater depth (KS1).

MH reported that this was being addressed through continuing to raise the quality of teaching and learning across school (currently 100% good, 47% outstanding). Specific focus was being given to Y1 and Y2. School initiatives included additional teacher support, ability streaming for some aspects of the curriculum, increased team work, increased challenge and support for more able and increased monitoring by school leaders. Staff have attended external moderation training to ensure that expectations are high and every child is given the opportunity to succeed. The school is addressing greater depth learning across all classes and subjects through quality teaching, consistent approaches to maths methodology and writing structure.

Governors asked about reading at home and how school supported pupils when parents did not/ could not help with practice.

MH said that through robust monitoring she ensures every child reads individually in school daily and reading registers are maintained. This is in addition to guided reading. At 3.00pm every class has story time and support is in place for individual pupil needs.

Governors asked about homework.

Again, MH pointed out that school had taken on board parental concerns and had developed a programme which supported practical learning activities with parents and more formal practice of basic skills. Parental support was good overall, but school provided additional support when needed for individual children.

SCHOOL DEVELOPMENT PRIORITIES

Governors were pleased with the progress being made towards school development priorities and noted that evidence had been shared at T+L Committee meeting (VaB).

Governors noted that senior leaders are relentless in their drive to secure continued improvement and all aspects of school performance are shared with governors.

CURRICULUM

MH reported that subject leaders are continuing to monitor the impact and development of the curriculum rigorously.

The priority development areas included increasing access to Drama, DT, Geography.

Governors noted that the children have responded very well to these areas and are enjoying the wider range of activities. They were pleased to hear that drama including speaking and listening skills are being used across the curriculum and the children are very enthusiastic.

Farm and forest activities continue to support the cross curriculum learning and all pupils engage in these activities. (see T+L minutes – evidence of pupil independence and engagement)

PARTNERSHIP

MH continues to support other schools as Executive Head and LLE work.

MP has provided very strong leadership in her absence and has been identified as an excellent school leader by Staffordshire.

Governors confirmed that senior leaders are a great strength of the school. They appreciate greatly the work MH and MP do in leading and driving school improvement. Their commitment and contribution is outstanding.

QUALITY OF TEACHING, LEARNING AND ASSESSMENT.

MH shared the latest summary that 100% teaching is good and 43% is outstanding. She acknowledged the strengths of her staff team and thanked them for all they do for the children.

Governors noted that the contribution and commitment of the entire staff team was fantastic.

MH noted that the ethos of self-evaluation was strong – staff monitored and quickly picked up areas requiring improvement and were very committed to continued excellence.

HEALTH AND SAFETY.

MH shared the headlines of a recent H+S audit. There were no major issues and the practice of Bill Odette was judged good. The final report has not yet been received.

WEBSITE

Governors had identified that the school website is not compliant with requirements.

MH said that development work is underway and is being addressed.

GOVERNOR/ SENIOR LEADER TRAINING

MH said that arrangements are being made for RoL training and school will be subscribing to FFT for additional data.

Governors thanked MH for her report and the openness of the discussions that took place.

7.	<p><u>GOVERNOR SELF-EVALUATION</u></p> <p><i>Governors identified the need for self-evaluation to take place, but their current priority was to appoint new governors and to arrange induction support.</i></p> <p><i>Governor self-review to be revised.</i></p>	VaB
8.	<p><u>SAFEGUARDING UPDATES.</u></p> <p>MH reported that the Fierté Trust is currently revisiting all safeguarding policies and procedures. A central file is available for governors to inspect.</p> <p>MH said that induction for volunteers needed to be enhanced to ensure they have a full understanding of safeguarding procedures.</p> <p>Action: To arrange this asap.</p> <p><i>Governors were assured that safeguarding procedures and practice meet statutory requirements.</i></p>	MH
9.	<p>Finance</p> <p><i>Governors were confident that Trust management and financial procedures are well managed.</i></p> <p>School ensured that the impact of expenditure was evaluated – eg: Trip reports. Subject leader evaluations confirmed that new resources were having an impact on pupil learning.</p> <p>PA reported that he is also required to provide impact reports for Royal Mail external funding.</p> <p>Governors and trust staff have noted the contents of items from GIP.</p> <ul style="list-style-type: none"> a) Dear Accounting Officer b) Letter from Lord Nash 	
10.	<p>Procedures and Policies</p> <ul style="list-style-type: none"> i) Governance Handbook ii) Governors Competency Framework iii) Discriminatory incidents - reporting iv) Revised Staffordshire Agreed Syllabus for Religious Education v) School Attendance <p>Governors are aware of these recent changes.</p>	
11.	<p>Other Information Items</p> <p>Governors have received and noted contents of GIP (Spring 2017)</p>	
12.	<p>Confidentiality</p> <p>No items were identified as requiring confidential minutes.</p>	
13.	<p>Dates of next meetings.</p> <p>T+L committee – Friday 28th April 2017 (to be confirmed)</p> <p>LGB _ Thursday 11th May 2017 at 4.00pm</p>	

