

Violet Way Multi Academy Trust
Glascote Academy

**Minutes of the Local Governing Board Meeting held in the school
on Thursday 28 January 2016 at 4:00 p.m.**

Present: Mrs V Buchanan (Chair for this meeting)
Mrs M Hamblin (Principal)
Mr P Armitage
Mrs J Ward
Miss M Powell
Mrs L Ray

In Attendance: Mrs P Andrews and Miss G Yates (Associate Members) and Mrs A Jones, Clerk to Governors

Apologies: that apologies be received and accepted from Mrs V Blundell

048 Governing Board Matters

a) **Membership**

The Clerk reported that there were no changes

Resolved: that the information be noted

b) **Confidentiality**

Governors were reminded that all discussions that take place at this meeting should remain confidential to the meeting.

c) **Declaration of Interest – Business and Pecuniary**

No declarations of interest were made by Governors in respect of any items appearing on the agenda.

d) **Code of Conduct**

It was noted that the revised Code of Conduct had been circulated and signed by all Governors and Associate Members

Resolved: that the information be noted

That new Governors will in future receive a copy of the code at the time of their appointment.

e) **Governor Development Plan**

It was noted that the Governor Development Plan had been circulated following the review meeting on 15 January 2016.

Resolved: that identified Governor training needs are sent to Mrs V Buchannan

049 Minutes of the Previous Meeting

Resolved: that the Minutes of the Local Governing Board meeting held on Thursday 19 November 2015 be approved subject to the following amendments:

Minute 039 (c) should read 29 September 2015

That the Minutes, Agenda and all reports and other papers considered at the meeting be made available for inspection.

Matters Arising from the Previous Meeting

i. **Minute 041 refers:**

Governors asked if there were any further developments relating to the Pre School and it was noted that there was nothing further to report.

Governors also noted that Item 6 (Sports Development at Glascote) had been removed from the Governor Development Plan

ii. **Prevent Training**

It was noted that Governors had attended generic Raising Awareness of Prevent (RAP) training at Violet Way Academy on 18th April 2016.

The Clerk reported that RAP is generic PREVENT training and not school specific

Resolved: that Staff and Governors attend school specific PREVENT training on Monday 18 April 2016 3:30 – 5:30 pm .

050 Reports

a) **Chair's and Vice-Chair's Actions**

The Vice-Chair reported that neither she nor the Chair undertaken any actions on behalf of the Local Governing Board since the last Local Governing Board meeting.

Resolved: that the information be noted

b) **Principal's Report**

The Principal's report had been circulated with the agenda papers and Governors noted the change in format which includes impact.

The Principal highlighted following:

- **Admissions** – fluctuating, high mobility
- **Attendance** – good
- **2014-15 Attainment** – no areas of weakness on Ofsted data dashboard
 - Early Years* – significantly above local /National average
 - KS1* – Level 3s significantly above local /National average, level 2s not so
 - KS2* – significantly above local /National average, Glascote 2nd in Tamworth league table and also in top 100 most improved schools in country for 2012 - 2015

Governors congratulated the school on 2015 SATS results and acknowledged the hard work of all the staff

- **Current Attainment**

Writing still an issue – ARE by end of year is now 85%

Yr 1 dip in standards, children being supported and closely monitored, getting back on track

No issues in current Yrs 3, 4, 5 & 6

- **School Development Plan:**

Writing is focus, children enjoyed boy / girl writes undertaken in some classes

Collaboration with other schools for writing

SEND – remains a focus, Mrs P Andrews continues with pre-teaching which is having a positive impact; monitoring has impacted on planning for SEND pupils

Subject Leaders – remains a focus, looking for consistency

- **Collaboration / Coaching** programme with Anker Moor school

- **Performance Management Targets** set for 2015 / 16 linked to pupil progress meetings

- **H&S Audit** – awarded level 3; additional audit due by EFA

- **Staffing Update** – see Confidential Appendix

Governors asked when Science Week is taking place and it was noted that this is the week beginning 15 March, and that Governor Day is planned for that week also.

Resolved:

i. that the report be received with thanks

ii. that the Principal emails the outcome of the EFA audit to all Governors once known

c) **Nominated Link Governor Reports**

Governor Day – Mrs J Ward

It was noted that Mrs J Ward's report of her attendance at Governor Day on 11 December 2015 had been circulated with agenda papers

Resolved: that the report be received with thanks and information noted

Chair – Mrs V Blundell

It was noted that Mrs V Blundell's reports on British Values, 26 January 2016 and Pupil Leadership Team, 22 January 2016 had been circulated with agenda papers.

Chair reported that the Pupil Leadership Team had highlighted playtimes as 'a time that they enjoy the least'; large playground enhancement will be looked at first followed by the small playground.

Governors questioned security at night / weekends and it was noted that all are aware of this

Resolved: that the reports be received with thanks and information noted

051 School Improvement

See Principal's Report

052 Academy Items

Violet Way Multi Academy Trust Development Plan (TDP)

It was noted that the TDP had been circulated prior to the meeting and the Principal reiterated the fact that Item 6 had been removed (see Principal's report)

Governor raised the issue that the VWMAT should have a Charities Number; DfE state that there is one, no one in the VWMAT is aware of the number

Resolved: that this matter is investigated

053 Safeguarding / Prevent Duty

See Confidential Appendix (ii)

054 H&S

See Principal's Report

055 Policies and Procedures

Governors were advised to approve any new policies or any other policies due for review.

Resolved: that the following reviewed policies be approved

- ✓ British Values
- ✓ Data Protection
- ✓ Staff Discipline
- ✓ Compliments, Complaints, Comments

056 Other Information Items

It was noted that information on the following items is included in the Governor Information Pack.

- (a) Questions for Governors – Wellcome Trust Resource
- (b) **PE and Sport** (see Principal's report)
- (c) Interim teacher assessment framework
- (d) Final report of the Commission on Assessment without Levels
- (e) Sample assessment policy
- (f) Ofsted Report KS3 The Wasted years
- (g) Ofsted Latest News of the new inspection framework
- (h) **Ofsted School Inspection Update Newsletter**
- (i) Update on Spiritual, Moral, Social and Cultural aspects
- (j) The Future

Governors discussed the items highlighted

Governors asked when Ofsted are due and it was noted that the next inspection is likely to be after the Easter break

Governors noted that the website is now compliant and that they will be informed once the website goes live.

Resolved: that the additional information provided in the Governor Information Pack be received and noted

057 Confidential Items

Governors were asked to identify if there were any items / materials which need to be excluded from any agenda, minutes, reports or other papers discussed at the meeting which would normally be made available for inspection following the meeting.

Governors were also asked to identify any items included on the agenda which require recording in a confidential appendix to the minutes.

Resolved: that the following items be recorded in a confidential appendix to the minutes

Minute 050 (b)
Minute 053

AND

Resolved: that there were no items / materials identified for exclusion

058 Any Other Business

Staffing Update

See Confidential Appendix (ii)

059 Confirm Date and time of Next Meeting

Resolved: that the next Local Governing Board meeting will be held on:

Thursday 28 April 2016 at 4:00 pm



Chair

28.04.2016

Date