

# **BANKS LANE JUNIOR SCHOOL GOVERNING BOARD MINUTES**

## **SUMMER TERM 2019**

Date: 17 July 2019  
Time: 4.30 pm  
Venue: The School

### **GOVERNORS PRESENT**

Mrs J Graham (Chairperson), Mr E Milner (Headteacher), Mrs J Humphreys, Mr D Bennett, Miss J Sturch, Mr A Bassett, Mrs K Pixton, Mrs G Collins, Mrs J Knott, Mrs N Taylor, Mr P Thomas

### **IN ATTENDANCE**

Mr A Lane Governor Support Officer

#### 1. **WELCOME AND APOLOGIES FOR ABSENCE**

Governors were welcomed to the meeting. Apologies for absence from Mrs J Patel were received and accepted by the board.

#### 2. **DECLARATION OF BUSINESS INTERESTS**

Governors were asked to declare any business, financial or personal interests; no declarations were made.

Governors were reminded that they should declare any interest which arose during the meeting.

#### 3. **BUSINESS**

##### a) **Previous Governing Board Minutes**

It was RESOLVED that the minutes of the meeting on 21 March 2019, copies circulated previously, be approved and authorised for publication.

##### b) **Matters Arising from Previous Governing Board Minutes**

##### c) **Action Points from Previous Governing Board Minutes**

<b>MINUTE POINT</b>	<b>ACTION REQUIRED</b>	<b>ACTION FOR</b>	<b>UPDATE ON ACTION TO BE COMPLETED</b>
3	Clarify frequency of S128 checks	School Business Manager	Confirmed as recommended rather than statutory
3	Clarify whether Anti-bullying policy covers transgender children	School Business Manager	To be incorporated
5	Post SEF and GSDP to	GSO	Completed

	Governor Hub		
9	Contact Standards committee chair to set next meeting date	GSO	Convenient date could not be confirmed for quorate meeting

d) Committee Minutes

It was RESOLVED that the minutes of the following meetings, copies circulated previously, be approved and authorised for publication.

Monitoring – 25 April 2019

Teaching and Learning – 7 May 2019

Resources – 15 May 2019

e) Matters Arising from Previous Committee Meetings

Resources

Updates on the action points would be confirmed at the next committee meeting - **Action**

At this point in the meeting, a discussion ensued on membership and calendar of dates.

It was agreed that Mr Thomas be appointed as co-opted governor with effect from 11 July 2019.

It was also agreed that the following co-opted governors be re-appointed with effect from 11 July 2019:

Mrs Graham

Mrs Knott

Mrs Collins

Mr Vali

Mrs Taylor

The Clerk would provide the school with paperwork for the parent and staff governor vacancies - **Action**

It was also agreed that the Standards and Teaching and Learning committees be amalgamated into one sole committee. At this point, it was confirmed that the school's "Believe to Achieve" ethos was being retained. It was further agreed that the extra governing board meeting would be clerked.

The following additional meeting dates were set:

17th September 4.30 pm Teaching and Learning Committee

3rd October 2019 4.00 pm To meet with year groups, followed by board meeting

2nd December 2019 4.30 pm Full Governing Board meeting

21st January 2020 4.00 pm	To meet with curriculum leads, followed by board, meeting
26th March 2020 4.30 pm	Full Governing Board meeting
7th May 2020 4.00 pm	To meet with year groups, followed by board, meeting
9th July 2020 4.30 pm	Full Governing Board meeting

Mrs Knott explained that outside commitments were making it increasingly difficult to give the commitment to the role that she wished. Governors were understanding of this and were happy to accept apologies on an adhoc basis as they did not wish to lose her support and expertise.

#### 4. BUDGET

There were no significant changes to the budget covered at Resources committee.

Mr Vali commended the work of the Headteacher and school business manager on their efficient budget management.

The school was looking at appointing someone to develop the Forest Schools delivery; the cost would influence the delivery of this. The possibility of this being part of the Learning Mentor role was mooted.

#### 5. HEADTEACHER'S TERMLY REPORT

The current practice agreed was that the school self-evaluation form would be in lieu of the Headteacher's Report; this had been circulated previously to the governors.

Governors' thoughts were invited on its content/format.

It was felt that there was a lot of detail to digest in the report, although it gave a clear overview to allow for question and challenge. The Headteacher advised that this was due to go to the School Improvement Partner (SIP) for comment. It was stressed that every statement was an evaluative statement with accompanying evidence to support it.

The meeting was then informed of the school's disappointment at the SATs results ***How did this come about ?*** A number of pupils had not completed the Reading papers, which raised questions about resilience. The SIP had stated that he was satisfied with the school's reading books and that the reading logs were silver/gold standard.

An analysis of Writing had taken place, while the SIP was due to arrange moderation by an external consultant.

In hindsight, the school had acknowledged that perhaps there had been an excess of booster strategies which had meant that as many as 42 pupils had missed teaching time.

The Learning Powers were due to be relaunched in September.

The board supported the school in its quality of teaching and learning and felt strongly that its commitment to enriching curriculum initiatives should not be diluted at the expense of test preparation.

Governors were thanked for their involvement in and support for school residential trips, with governors commenting on their own insight into staff's commitment and the exemplary behaviour of the children on them.

6. STANDING ITEMS

School Improvement Plan (SIP) / School Development Plan (SDP) Update

The SDP had now been overtaken by and subsumed within the Requires Improvement Plan.

Appraisal

The process was ongoing in school.

Report on Racist, Bullying, Homophobic Incidents

The Headteacher reported that there had been no racist incidents during the spring term.

Report on Physical Interventions

The Headteacher reported that there had been no incidents during the spring term where the use of physical intervention procedures had been necessary.

Young Carers in school

To be confirmed.

Policies for Ratification

Policies were approved on an ongoing basis.

7. GOVERNOR DEVELOPMENT

a) Governing Board Development Plan

This was a standing item on each of the committees' agendas.

b) Induction

New governors were asked to share any feedback they have regarding their induction process.

c) Terms of Office for Chairperson/Vice Chairperson and End of Term Date

Governors agreed that the current term should be two years for the Chairperson and Vice Chairperson roles. The tenure was currently half-way through.

d) Development Governor report

It was noted that two governors had attended the Prevent training.

8. BRIEFING PAPERS FROM STOCKPORT LOCAL AUTHORITY

- a) Governance and GOVAS update
- b) Listening Exercise feedback
- c) Safeguarding
- d) SEND update
- e) Schools Health and Wellbeing
- f) Ofsted
- g) Early Years

The guidance was noted.

The following were added:

- Governors recorded their approval for the school's involvement in the Operation Encompass initiative.
- The school's behaviour policy had been updated to include reference to knife crime and illegal substance misuse.
- The school had made representation to the LA SEND Officer regarding the stance of secondary schools in a small number of cases where children's needs were not being met when they transferred.

9. DATES

These had been set earlier.

10. ANY OTHER BUSINESS

With no further business to discuss, the Chairperson thanked everyone for attending and the meeting closed at 6.25 pm.

**BANKS LANE JUNIOR SCHOOL GOVERNING BOARD MEETING ACTION POINTS**

<b>ACTION POINT</b>	<b>ACTION REQUIRED</b>	<b>ACTION FOR</b>	<b>DATE ACTION TO BE COMPLETED</b>
4	Follow-up on progress on meeting action points	Resources committee	Next committee meeting
4	Arrange parent and staff governor elections	School/ Governor Support Officer	Post- meeting