

Lawn Primary School
FGB Meeting Minutes 10 July 2017 6.00pm-7.55pm

Present: Sally-Anne Bonnett (Chair), S Allison, Y Ayub, S Bejar, A Clarke, A Cooper, S Blood, H Dobson, R Larsen, D Phillips, R Ravi, M Stevens, L Rhodes, L Storey (Clerk)

Item	Topic	Action
1	Apologies J Blanchenot, J Hall - Accepted	
2	Review of Membership There are no vacancies at present. A parent had expressed an interest in becoming a Governor and this would be very welcome if there was to be a parent governor vacancy in the future.	
3	Declaration of Interest None	
4	Review of minutes and matters arising from FGB 8.5.17 The minutes of the meeting from the 8.5.17 were accepted as a true record and signed.	
5	Governor Training R Larsen is attending the Self-Review Strategy for Governors - How Well Are We Doing? training tomorrow. S Blood had attended the New governor training and R Larsen Effectively Challenging the Head Teacher and Senior Leadership Team All governors must complete Level 1 Safeguarding training. It was suggested that Governors attend a staff training Prevent session.	S Allison to send link for all Governors to complete the safeguarding training.
6	Monitoring S Bejar did the finance monitoring visit last week. Governors to ensure all o/s monitoring visits and reports are completed this term.	
7	Policies & procedures It was agreed that at the September meeting when Governors are allocated subjects, reviewing of policies and procedures will also be allocated according to subjects to save everyone reviewing all policies and procedures.	
8	Safeguarding A Clarke confirmed that a safeguarding meeting had been postponed. A pupil mobile phone policy is due to be drawn up not allowing phones in school. The safeguarding register is up to date.	Headteacher
9	Competency framework for Governors, Skills Audit and Skills for Chairs and Vice Chairs There were still some blanks in the competency framework for governors to complete and then this needs to be analysed ready for the September meeting. Data training is being discussed with DCC.	All o/s data to be completed by the September meeting.
10	Staff Questionnaire/Parent questionnaire A governor action plan is in progress to meet concerns raised in both questionnaires. A meeting had been held today by some governors to manage this including the visibility of governors including possible get to know you sessions and governor pictures. It is planned to set up a working group to investigate MAT.	Governors

11	<p>Data</p> <p>The latest data report had been circulated. EYFS data has shown a massive improvement for what has been a very challenging year. Y1 Phonic screening test results have gone from 95 to 92% but this is still an excellent result well above average.</p> <p>KS2 results were explained with most being lower than last year but still very good compared to national and Derby City results. Maths had dropped from 100% to 96% and the reading results were disappointing. Overall the data results are positive but reading/writing/maths combined has dropped 10%. There are however good reasons behind the results. Progress data 6 steps. There are fluctuations in the results. Pupil premium children don't reach or exceed progress and the school are working closely to make sure this happens. EAL/SEN children came out exceeding progress. Boys and reading show pockets of not expected so need to tailor learning to support this. In attainment, there are pockets of good but some improvements are required. The school are moving to a new reading assessment in September. <i>A reading week was suggested along with some other ideas to encourage reading.</i></p> <p><i>A governor queried the Year 5 not exceeding result. The overall levels are good however that particular cohort did not exceed.</i></p> <p>More moderation sessions to ensure consistency in marking are planned.</p> <p><i>Governors asked for a comparability report year on year to follow year group progress.</i></p>	Headteacher to complete.
12	<p>Headteachers report</p> <ul style="list-style-type: none"> • Rap 1DE exit interviews. <i>A staff leavers questionnaire was suggested that would be sent to Governors to analyse.</i> • <i>A governor queried Rap 4D rights respecting school. This will be investigated and is through Unicef.</i> • <i>Governors queried Rap 1m. This is restrictive due to space issues and health and safety.</i> • <i>Governors queried the research school. This is looking at different ways of working.</i> • <i>There is a big jump in agreed family holidays and authorised absences has doubled. The Headteacher needs to investigate the data.</i> • <i>Governors raised concerns that Woodlands as a main feeder school have a different weeks holiday next year at Easter.</i> • <i>The lates have doubled this year. Explanations were given including a lot of out catchment children including accident hold ups.</i> • There is a significant increase in starters and a low number of leavers. • Subject reports to Governors had been circulated and it was agreed to review these in September. 	<p>Headteacher to upload a draft to Governor Hub to comment.</p> <p>Agenda item for next FGB</p>
13	<p>Election of Chair</p> <p>Governors thanked Sally-Anne for her time as Chair during the past year.</p> <p>R Larsen and D Philips were nominated as dual chair and all Governors voted unanimously in favour.</p>	
14	<p>Election of Vice Chair</p> <p>S Bejar had been nominated as Vice Chair and all Governors voted unanimously in favour.</p>	
16	<p>Meeting dates 2017/2018</p> <p>Meeting dates to be confirmed by the Headteacher.</p>	Headteacher

17	<p>Correspondence</p> <ul style="list-style-type: none"> • There had been some issues at the PGL residential this year including cleanliness, rats, ants and bed bugs. A formal complaint has been made and a refund is being negotiated for all attendees. • Governors approved a change to the Kingswood Centre for next years residential. A letter will be going out to parents about this years experience and also the change for next year. • A Governor raised concerns that had been passed on regarding inset days added onto end and beginning of holidays. It was agreed to put the reasoning behind choices of days in the newsletter. 	
18	<p>Determination of confidentiality of business None</p>	
19	<p>What difference has this meeting made to Lawn pupils? A change in location for the residential has been agreed which is hoped to be a much more positive experience. Two new chairs have been elected to start in September ensuring a high quality of governance for next year. Safeguarding improvements have been instigated including a new mobile phone policy banning mobile phones in school. The focus for next year will be reading further to the data analysis. Actions for Governors have been identified.</p>	
20	Date of next meeting – 11 September 2017 6.00 pm	