

**Minutes of the Full Governing Body of The Wey Valley School for the meeting held on
Monday 12th September 2016**

Present:, Di Day, Les Gardner, Margaret Eaglestone, Sara Adams, Kelly Bush, Lesley Mellor, Sarah Longdon, Diane Leverton, Sarah-Jayne Garman, Julie Harris

In Attendance: Rob Cole, Vicky Prior (Item1 and 2), Carol Watson (items 1 to 3)

1. Apologies

Apologies received and accepted from Paul Quinn

2. Chesil MAT update

Mrs Day welcomed Mrs Prior to the meeting.

Mrs Prior informed governors that Wey Valley along with Bincombe, Chickerell, Conifers, Portesham, St Nicholas & St Laurence, Southill and the Compass Centre had expressed an interest in forming the Chesil MAT.

Mrs Prior confirmed a meeting in the Summer holidays with John Sheridan (DfE) for feedback on the Orange phase. Mrs Prior confirmed a letter earlier this month with a positive response from Rebecca Clark, the Regional Commissioner, in light of MAT developments.

Mrs Prior added that St Nicks is applying to be a Teaching School, which will be a positive for the MAT as well as support for partner schools.

Mrs Prior added that the MAT will need to include capacity for growth with an application to the DfE expected by Christmas.

Ms Adams noted the inclusion of the Compass Centre and that Alternative Provision will be key for schools in light of LA proposed changes from the recent consultation.

Mrs Prior added that discussions will be needed on the CEO position, School Improvement Partner, trustees and shared services prior to any application.

Mrs Day queried the proposed start date for the MAT. Mrs Prior indicated an Easter 2017 or September 2017 start and expressed the DfE view of not delaying the process.

Mrs Leverton questioned the funding for the MAT conversion. Mrs Prior noted the DfE response for bespoke funding in light of two member schools already being Academies and having received their conversion grants already.

Mrs Day questioned the Regional Commissioner's response in light of other non-Weymouth and Portland schools not joining the Chesil MAT. Mrs Prior added that other MAT options are being considered by these schools as well as Regional Commissioner visits to some Weymouth schools next week.

Mrs Prior reported that Headteachers and Chairs of Governors will shortly be invited to a MAT meeting with the DfE.

Mrs Prior added that no schools wishing to join the Chesil MAT currently hold deficit budgets.

Mrs Prior confirmed that Governing Bodies will need to respond by the 29th November to the Chesil MAT proposals prior to any application to the DfE.

Mrs Leverton noted the option of central services for the MAT. Mrs Prior noted that this will be one area for review and further advice will be sought, but ultimately it will be the decision of the new trustees of the MAT.

Mrs Day thanked Mrs Prior for the update on the Chesil MAT.

3. GCSE results

Mrs Day welcomed Mrs Watson to the meeting.

Mrs Watson circulated the GCSE analysis to governors.

Mrs Watson reported that the 5 A* to C including English and Maths for the Summer 2016 was 46%, a 15% improvement on 2015 results. Mrs Watson summarised that Maths attainment was better, but maths progress requires improvement and English progress was good but English attainment requires improvement. Mrs Watson added that Year 11 girls performed better than boys.

Mrs Watson confirmed non-disadvantaged students performed better than disadvantaged students with the 5 A* to C including English and Maths gap of 18%, a significant improvement on 2015.

Mrs Watson noted the Progress 8 measure at -0.15, but noted that this is currently a school-calculated figure and this measure will be confirmed on receipt of the RAISEonLine analysis later this autumn.

Mrs Watson noted the Progress 8 measure across various cohorts of students and commented on the success of non-disadvantaged student and non-disadvantaged girls but the wider gap of non-disadvantaged girls and disadvantaged girls.

Mrs Watson reported on the SEN cohort performance and that further reviews will take place in school to identify SEN students (and SEN support) who are not in receipt of an Educational Health Care Plan due to the low Progress 8 measure.

Mrs Watson shared with governors the Progress 8 measure for students who attended from year 7 (-0.06), started in Year 9 (-1.05) and the overall figure of -0.15.

Mrs Eaglestone questioned if progress analysis could be considered of prior attainment of non-disadvantaged students. Mrs Watson noted this request and will prepare analysis for the next T&L Committee meeting.

ACTION – Mrs Watson to include progress analysis of prior attainment of non-disadvantaged students as part of GCSE results feedback to the Teaching & Learning Committee.

Mrs Watson commented that Maths was higher than national average (when including all 17 and 18 year old students who re-took their Maths GCSE) but just below national average when compared with 16 year students only.

Mrs Watson noted a variety of measures that have contributed to the successful Maths results, including Year 11 small groups, PETXi intervention project, tier of entry reviews and overall efforts of the Maths team.

Mrs Garman asked if there was a plan of action after the GCSE results. Mrs Watson confirmed Head of Departments will prepare their department post GCSE reviews and meet with Senior leaders and Ms Adams with feedback coming back to the next Teaching & Learning Committee.

Mr Bush asked when the RAISEonLine analysis will be available. Mrs Watson confirmed later this autumn but an in-house edition will be prepared in preparation for possible Autumn Ofsted visit. It was agreed to prepare this analysis against national data and also by subjects with residuals and present this data to the next Teaching and Learning Committee.

ACTION – Mrs Watson to prepare GCSE analysis against national data and also by subjects with residuals and present this data to the next Teaching and Learning Committee.

Mrs Day asked if the results compared favourably to predictions. Mrs Watson confirmed a range of predictions due to grade boundaries and tier of entry reviews, but the 46% 5 A* to C including E&M sat firmly in the middle / top end of predictions.

4. Minutes and matters arising from the meeting of the 4th July 2016

Mrs Eaglestone commented that the report on the 'Monitoring Year 9 progress' for Science should read ' a change of assessment for current Year 9 students in Science with no controlled assessments but 12 practical assessments and 6 exam papers, each 2 hours 15 minutes long.

There were no matters arising.

5. Governing Body matters

- Governor contact details

Mr Cole circulated contact details to governors to update

- Register of Business interests

Governors handed in their completed register of business interest forms

- Committee membership

It was agreed that governors serving on the Teaching and Learning Committee and the Finance & Resources Committee would remain on these committees for the year and that the new staff governor will be appointed to a committee later this term.

It was agreed that the following governors hold key / statutory link roles:

Mrs Eaglestone – Standard Board link

Mr Bush – Pupil Premium

Mrs Mellor – SEN / Safeguarding

Mrs Leverton – Personnel and Central Safeguarding Register

Mrs Day noted the performance management review for Ms Adams and invited governors to form the review panel. It was agreed that Mrs Leverton, Mrs Day and Mr Quinn (or Mr Gardner if Mr Quinn was unavailable) to carry out the PM review on the 26th September at 3pm.

- Election of Committee chairs

Mrs Eaglestone was elected as Chair of the Teaching and Learning Committee and Mr Gardner was elected as the Chair of the Finance & Resources Committee.

It was agreed that Vice Chairs of Committees will be confirmed at the next round of Committee meetings.

- Meeting dates

The meeting dates were noted for the academic year ahead.

Mrs Day noted the busy governor schedule for the year-ahead, in particular MAT discussions. It was agreed that Mr Cole will email all governors to confirm the revised times for future Full Governing Body meetings this term (5pm start, instead of 6pm) and the earlier start for the next Teaching & Learning Committee meeting (4pm start instead of 4.30pm).

ACTION – Mr Cole to email all governors with new timings for governor meetings this term.

Mrs Day also noted the need to allow more governor time for Personnel and staffing matters and to hold this extra committee meeting once per term, with the first meeting to take place after the November F&R Committee meeting (9.30am start).

- Skill Audit update

Governors returned the completed skill audit forms. Mr Cole will compile a summary of responses to bring back to the next Full Governing Body meeting.

Mrs Longdon noted a very useful self-review document from the National Governor Association. Mrs Longdon circulated the 20-Questions document. It was agreed that Mr Cole emails the 20-Question document to all governors to complete and return electronically to Mrs Longdon to summarise results for the next Full Governing Body meeting.

ACTION – Mr Cole to email 20-Question document to all governors and for this document to be emailed back to Mrs Longdon by 23rd September 2016.

Mrs Day noted that the school and governors were members of the National Governor Association. Mr Cole will check governor membership details as Mrs Longdon and Mrs Garman have not received recent NGA publications.

ACTION – Mr Cole to check with the National Governor Association on Wey Valley governor membership.

Mrs Day added that a review and confirmation of the scheme of delegation is required and asked that this is brought to the next Full Governing Body meeting.

ACTION – Scheme of delegation to be presented at the next Full Governing Body meeting.

6. Safeguarding / Child protection policy

Ms Adams noted an update from Angela Burr from Dorset County Council that now supersedes the policy presented to governors. Ms Adams proposed that the updated policy is presented at the next Teaching & Learning Committee for review.

Ms Adams confirmed that all staff have received Safeguarding CPD during the September Inset days and that Debbie Zachary will be meeting with Mr Wilson and Mrs Martin to review central register records.

7. School Improvement Plan

Ms Adams confirmed no updates to the School Improvement Plan since the Summer review as the plan will be updated shortly after Head of Department GCSE reviews with Senior Leadership Team.

8. Ofsted update

Ms Adams confirmed the schedule for Mrs Zachary's visit this Wednesday including:

- Meet with Sara and Carol to look at the data.
- Meet with Andrew Wilson (VP) and Carole Martin (Personnel) to discuss Safeguarding and OFSTED and look at the Single Central Record.
- Meet a group of students in OFSTED style
- Time with Sara –look at draft SEF in progress/SIP/Training and Q A schedule.
- Lunch with Year Leaders –speak around OFSTED and their role
- Lunch with Middle Department leads (English/Maths/ Science/ Hums/ MFL/ D and T and PE) to outline OFSTED re middle leadership
- SLT feedback from the day . Q and A around emerging issues.

Governors noted the programme for the day and asked that Ofsted remains a standing agenda item for Full Governing Body meetings.

ACTION – Ofsted to remain a standing agenda item for Full Governing Body meetings.

Ms Adams added that a letter will be sent to Bradley Simmons, Regional HMI for the South West to confirm new Principal appointment and request to defer the next Ofsted inspection as a result.

9. MAT update

Mrs Day noted the update from Mrs Prior and invited colleagues for their feedback on proposals.

Governors noted the advantages / disadvantages of the MAT proposal but also the non-option of 'standing still' as an isolated stand-alone Academy. Ms Adams added that there are advantages in shaping the new MAT, including admissions, the inclusion of St Nichols as a 'Teaching School' and working in partnership with a number of primary schools with Key stage 2 / 3 transition. Ms Adams also added the uncertainty of Alternative Provision and that the Compass as a member of the MAT will be beneficial.

10. Academy budget 2016/17 & 3 year plan

Mr Cole circulated a budget report to governors.

Mr Cole noted the budget position presented to governors at the 4th July Full Governing Body meeting and the requirement to address a shortfall of £60k.

Mr Cole noted the projected out-turn position with a surplus of £201k, of which £125k in ringfenced funds and £75k non-ringfenced funds. Mr Cole explained the various accounts, including trips and the tennis centre sink fund that make up the ringfenced balance.

Mr Cole noted various staff changes since the 4th July as well as reviews of resources that have enabled the school to find savings of £60k for the 2016/17 academic year. Mr Cole added that SEN support and Pupil premium support have been reviewed as part of this process.

Mr Cole confirmed the financial outlook for 2017/18 with a projected deficit of £145k. With the delay of the Fair Funding Formula to 2018/19, this is a cause for concern as the school will need to address these savings in January or April leading up to September 2017.

Ms Adams reported that the curriculum model will be reviewed in October as part of a financial modelling exercise with proposals presented to governors in November and December.

Mrs Day noted that the new 2016/17 budget with a surplus balance of £2,216 and the changes noted in the budget report to achieve the balanced budget. The new budget was approved by the Full Governing Body.

11. Diary dates

Ms Adams reported the following diary dates:

Monday 19th September at 6pm – Information evening for parents
Monday 26th September at 6pm – Information evening for parents
Thursday 29th September at 6pm – Open Evening
Monday 3rd October at 6pm - Information evening for parents
Tuesday 4th October 6.30pm to 7.45pm – Nepal Expedition meeting
Thursday 20th October at 6pm – GCSE revision evening
Friday 21st October at 2.15pm – Whole School Assembly
Tuesday 7th November at 7pm – GCSE presentation evening

12. Correspondence

There was no correspondence to report

13. Any other business

Mr Cole updated governors on the entrance signage at Dorchester Road and that application for the consent to advert had been approved. Mr Cole added that the resident who had objected to the new signage is still objecting with Dorset County Council.

Mrs Mellor wished to thank the campus site team for their support during the Summer holidays with the new fitness studio and also directing visitors to Wyvern during the holidays.

Mrs Eaglestone asked if the Standard Board meeting dates have been confirmed for this year. Ms Adams noted that these dates will be confirmed shortly.

Mrs Garman asked if new letter-headed paper has been produced following Ms Adams appointment as Principal. Ms Adams confirmed this and noted that 'old stock' has been used to avoid waste.

Mrs Day noted the development in school to invite governors to learning walks and further information will follow shortly.

Action Points from the meeting

Action Point	Description	Person Responsible	Timescale
1	Mrs Watson to include progress analysis of prior attainment of non-disadvantaged students as part of GCSE results feedback to the Teaching & Learning Committee.	Mrs Watson	3 rd October T&L Committee meeting
2	Mrs Watson to prepare GCSE analysis against national data and also by subjects with residuals and present this data	Mrs Watson	3 rd October T&L Committee meeting

	to the next Teaching and Learning Committee.		
3	Mr Cole to email all governors with new timings for governor meetings this term.	Mr Cole	16 th September 2016
4	Mr Cole to email 20-Question document to all governors and for this document to be emailed back to Mrs Longdon by 23 rd September 2016.	Mr Cole All governors	16 th September 2016 23 rd September 2016
5	Mr Cole to check with the National Governor Association on Wey Valley governor membership	Mr Cole	16 th September 2016
6	Scheme of delegation to be presented at the next Full Governing Body meeting.	Mr Cole / Ms Adams / Mrs Day	17 th October 2016
7	Ofsted to remain a standing agenda item for Full Governing Body meetings.	Ms Adams	17 th October 2016