

**Local Governing Body Meeting  
Tuesday 10<sup>th</sup> July 2018 at 3.30pm at DCE  
Minutes**

**Present:**

Simon Ball	Head of School
Sylvia Bradley	Foundation Governor
Chris Briggs	Staff Governor
Paul Good	Chair (MDBE)
Catriona Arundale	Foundation Governor
Mark Vermes	Foundation Governor
Matt Whitehead	Executive Headteacher

**Apologies**

Helen Stallard	Foundation Governor
Andrew Ballantyne	Foundation Governor
Matthew Lee	Parent Governor

**Absent:**

Hakima Nouar	Co-opted Governor
Kathy Crotty	Clerk

*Any text in red bold italics represents Governor question (Q); challenge (C); Governor and/or clerk support (S). Black bold upright represents decisions and actions.*

**1. Welcome , Introductions & Opening Prayer**

- Governors were welcomed to the meeting by Paul Good. The opening prayer was led by Paul Good.

**2. Apologies for Absence**

- Apologies were received and accepted from Trust Member David Finch and Governors Andrew Ballantyne, Helen Stallard and Matthew Lee.

**3. Children to report**

Children from the school council discussed their work on the school council and how they were selected for this position. The children are voted onto the school council by their classmates. Children then asked Governors how they were selected and chosen for their Governor role.

Children then shared their books with governors. Governors commented on the enthusiasm of the children and their confidence. Governors were also

impressed by the work and the pride the children had in their work.
<p><b>5. Declarations on non/pecuniary interests</b></p> <ul style="list-style-type: none"> <li>• Andrew Ballantyne; Catriona Arundale; Helen Stallard and Mark Vermes have children in the school.</li> <li>• There are no other declarations other than those listed on the school website.</li> </ul>
<p><b>5. Notification of AOUB and Confidential Items</b></p> <ul style="list-style-type: none"> <li>• There were no confidential items raised.</li> </ul> <p>Simon Ball raised an issue from a parent who had asked about whether a child could have permission to be away from school for approximately 12 weeks in the Summer term 2019 due to the parent needing to work abroad.</p> <p>The governors agreed that as this was beyond our extended leave limit of eight weeks then we could not hold the place for the child. As the PAN (Pupil Admission Number) was going to be lifted from 30 to 32 in Yr3 as of September 2018 there was a greater chance of a place being available when the child returned to Didsbury in September 2019. SB would communicate this to the parent.</p>
<p><b>6. Minutes of Previous Meeting held 1.05.18 and Part 2 Confidential minutes</b></p> <p>There was one correction at the top of page 6: “more ever” should read “more severe...”</p> <p><b>Governors formally approved the minutes and the confidential minutes of the meeting held 15<sup>th</sup> May 2018 including the above amendment.</b></p>
<p><b>7. Matters Arising</b></p> <p>Action: Matt Whitehead will seek advice about who gives permission for contact data to be held by the school for contact people the parents have identified. Is permission given by the parent/carer or the person who might be contacted? MW explained that we did not need permission from all emergency contacts, just from the parents who had provided this information to the school. Emergency contact details should be locked in the office for safe keeping.</p> <p>Action: Simon Ball to remove reference to DDA in the Accessibility Policy This has been actioned. Simon Ball has removed reference to DDA.</p>
<p><b>8. Review of cycle of presentations</b></p> <ul style="list-style-type: none"> <li>• Governors discussed the cycle of presentations and agreed each core subject (Maths, English, Science, RE and SEND updates) would be presented at the five evening meetings as the first point on the agenda. Governors agreed Foundation subjects needed to remain within a 2 year cycle and would continue to be presented to the LGB at the meetings in November 2018 &amp; March 2019.</li> </ul>
<p><b>9. Head of School Report – verbal</b></p> <ul style="list-style-type: none"> <li>• Simon Ball presented the HT report which included the unvalidated KS2 SATs results to the LGB : 93% of children attained the expected or above standard in Maths, reading and GPS (which would increase to 97% once validated as one child would be disapplied) Overall in Reading, Writing and Maths the DCE percentage for children meeting the required level would be 93% (moving to 97% after validation) compared to 64% nationally in 2017.</li> <li>• At the higher standard percentages were: Reading 50%; Maths 46% and GPS</li> </ul>

68% with 29% of our children achieving the higher standard/greater depth in Reading, Writing, and Maths. This is well above the expected national average which was 9% nationally in 2017.

- Simon Ball outlined the staffing update and informed Governors about the new staff appointed for September 2018 and this is detailed in the written report. Ms Lomas the Y6 teacher has been appointed as Assistant Head Teacher with effect from 1 September 2018.

**C: Governors asked about the impact this would have on Y6.**

- SB & PG discussed the broader curriculum that would be taught in the afternoon when Miss Lomas would be given management time. There was praise for the quality of art work produced under the instruction of teaching assistants
- PG gave the example of a local Didsbury artist (Neil Rowland) coming in to look at the children's interpretation of his work and being amazed at the high quality and understanding of the processes to achieve the imagery. It was therefore felt that Miss Lomas' impact on the wider curriculum across the school through having ½ day management time outweighed her non-contact with Year 6.

**The Governors formally offered their thanks to both children and staff on achieving such high standards once again this year.**

#### **10. Three year budget approval**

- The Executive Headteacher discussed the implications of the three year budget forecast. Over the next three years the forecast illustrates a diminishing balance (surplus) each year as expenditure is greater than income (based on current assumptions) There was a lot of discussion around ways to increase income.

**Governors unanimously agreed to increase the PAN (published admission numbers) for KS2 classes from 30 to 32 to increase income streams.**

- DCE will also approach the PTA to discuss the possibility of encouraging parents to make a regular donation the PTA; we will look to maximise the uptake of UIFSM (universal infant free school meals) through themed days on census day; Governors stated their determination to revisit the budget regularly and to try and maintain a 5% carry forward each year.

**Governors formally agreed the budget and signed off the forecast which will be sent to the ESFA before 31<sup>st</sup> July.**

#### **11. Governor use of social media**

- MW pointed out how important it was for Governors to be sensitive to their position when using Social Media with other parents. The Social Media policy will be shared in the September meeting.

#### **12. Behaviour and safety of pupils (Safeguarding) – update**

- Simon Ball reported extensively on behaviour and safety within his report, however he did discuss a recent accident with a nasty splinter and the measures school has taken to address this: these include sanding down wooden furniture in the playground and disposing of some old furniture. The school has resolved to replace wooden furniture with plastic as and when necessary
- Simon Ball also discussed safety issues that had led to a number of fixed term exclusions for a child on an EHCP in Y6. Unfortunately, despite using a range of strategies and support the school had been forced to issue a number of fixed term exclusions to the same child, due to attacks on staff and threats to other

children. SB explained that we were close to the 15 day threshold for fixed term exclusions within the same term.

**Governors formally agreed that if it was necessary to issue further fixed term exclusions for safety reasons then the Head of School could extend the 15 day term limit to 20 days.**

This would still mean that the child had not been excluded for 45 days within one academic year.

### 13. Governing Body Matters

#### Link Governor reports

- Mark Vermes commented on the recent KS2 production 'Oh What a Knight!' and said how impressive and entertaining it had been. Paul Good endorsed this view.

**Formal thanks were passed on to all staff and children involved**

- It was noted that this would be Chris Briggs last meeting as Staff Governor following his appointment to WDCE School.

**The Chair thanked Chris Briggs both for his contribution as a governor and as a valued member of the school staff.**

### 14. Any Other Urgent Business

- There were no items of urgent business

### 15. Dates & Times of 2018/19 Meetings:

- Tuesday 25th September 2018 @ 7.30pm
- Tuesday 20th November 2018 @ 7.30pm
- Tuesday 22nd January 2019 @ 7.30pm
- Tuesday 19th March 2019 @ 7.30pm
- Tuesday 14th May 2019 @ 7.30pm
- Tuesday 9th July 2019 @ 3.30pm

### 16. Closing Prayer

- The grace was led by Sylvia Bradley

Signed.....Date.....

***Mr Paul Good (Chair)***

*Meeting closed at 17:50*