

Aspire Learning Trust



Park Lane Primary School

Minutes of the Full Governing Body Meeting Wednesday 6th March 2019 at 6.30 p.m.

Present: T Bennett-Tighe (Chair), R Litten (Executive Head), L Porter, P Cornell (Vice Chair), C Cornell, S White, D Agger,

Apologies: S Collier, A Roberts, E Anthony,

In attendance: J Digby (CEO), R Bains (Deputy Executive Head), J Phillips (Trustee), K Deplancke (Clerk)

Non Attendee: S Munns

Item of business		Action
1	Welcome and Apologies for Absence	
1.1	TB-T opened the meeting and welcomed J Phillips from the Trust. Apologies were accepted.	
2	Declaration of interest	
2.1	There were no declarations of interest.	
3	Minutes of the last meeting	
3.1	The minutes of the meeting of 16.1.19 were approved and signed. Proposed PC Seconded DA	
4	Matters Arising	
4.1	4.1 Health & Safety (H&S) – TB-T had been advised that there should be a H&S report from the site manager. It was agreed that this could be presented once a term. JD and RL will arrange this. 6.1 Meeting dates will be discussed at item 10.3 on the agenda for this meeting. 8.1 RL has the curriculum leaders' reports, see item 7. 10.1 TB-T has not been able to arrange a meeting with AR. It was agreed that as she has not attended a meeting since June 2018 TB-T will now write to her to terminate her role as a governor. Governor recruitment – LP has spoken to the local Whittlesey magazine regarding an article for governor recruitment. JD also has some video clips which could be posted on the school's website and other social media. KD will work with JD to put something together for use in the magazine and various governor recruitment sites.	JD/RL TB-T JD/Clerk
5	Feedback from the Ofsted Visit	
5.1	Following the recent Ofsted judgement TB-T said well done for all the hard work that has been done over the last two years. RB thanked TB-T for her support at the Anne Fisher visit.	

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<p>RL explained that the key findings on the Ofsted report have been colour coded for ease of reference. Green is good and orange denotes the areas requiring some improvement.</p> <p>The curriculum is not giving pupils enough variety. The Cornerstones programme is good for History and Geography but RE, Music, French etc are not being given enough time.</p> <p>The role of the subject leaders needs to be developed to improve the quality of teaching. They need release time from their classrooms and milestones to be held to account.</p> <p>The teaching in Year 6 is not consistently good. One colleague is on a support plan which is showing positive results and another is on a team teaching plan with another colleague.</p> <p>Q. What impact did the report have on these colleagues?</p> <p>A. RL had a pre-meet with these colleagues ahead of the report going out. RL stated that this is a challenging cohort but there are still issues to be resolved.</p> <p>Q. What is the time scale for the support plan?</p> <p>A. RL is confident that progress will be made but the cut off is Easter. He needs to hear from the colleagues that they realise there is a need to change.</p> <p>Q. Has this been an issue in Year 6 for a number of years?</p> <p>A. Yes.</p> <p>Q. Did you focus on earlier years?</p> <p>A. No. Year 6 were making good progress but still catching up. A large expense on booster classes etc. was producing mediocre results but good progress. Now we are seeing good progress and attainment but not in Year 6.</p> <p>Q. How do you think the results will look in the summer?</p> <p>A. Good. The groundwork has been done really well but they are not getting the final push. A lot of resources are being put into Year 6 when the teaching should be good enough to not need the booster classes.</p> <p>Next year the Year 5 teachers will move up to Year 6 with their class and the current Year 6 teachers will move to Year 5.</p> <p>Q. Has there been any feedback from parents?</p> <p>A. Not yet. One parent did not agree with the report about Year 6 but there is a difference between a professional and non-professional assessment. V Ingham is in school two days a week. In the mornings she is modelling best practice and in the afternoons she is undertaking more focused work.</p> <p>Senior leaders have developed their role since the last inspection. RE has been tackled, the meaning behind Easter is being taught at the moment.</p> <p>Q. Do you want governors to go in and ask about these subjects?</p> <p>A. Give them a bit of time but then ask them questions.</p> <p>TB-T thanked PC and SM for helping at the time of the inspection.</p>	

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6	Safeguarding and Protection	
6.1	<p>RL directed the governors to the Ofsted report where it is stated that all safeguarding procedures are good.</p> <p>RB thanked PC and CC for attending the recent training on Child Protection (CP). This is something that should be done every three years. She informed the meeting that two governors still need to undertake CP training. She will email TB-T with the details.</p> <p>RB reported that due to a shortage of social workers they are not staying with our children.</p>	RB
7	Curriculum Leaders' Impact Reports	
7.1	RL distributed the report and explained that in future the impact will be the pupil voice comments. The format will change for the next report, the headings will be Intent, Evidence and Impact.	
8	Report/Update from Trust	
8.1	JD reported that the Trust are very pleased with the Ofsted judgement and the governor support. JD thanked the governors and stressed that the school and governors now move onto the next stage. Park Lane must not become a coasting school and must be focused on keeping a good judgement. There is a strong team in place to achieve this.	
9	SRE Policy	
9.1	This will be carried forward to the Agenda for the next meeting.	Clerk
10	Governor Specific Items	
10.1	<p>Reports from governor visits had been circulated with the Agenda including a lot of joint visits with the governors from New Road School. There were no questions.</p> <p>It was noted that Blue Tree Club is proving very successful. There is now a need for a capital management plan for maintenance of the building etc.</p>	
10.2	<p>Child Protection Training – see Item 6.</p> <p>It was reported that the training at Sir Harry Smith on 26.2.19 was very positive and interesting. JD would like more joint trainings with the governors from the other schools in the Trust.</p>	
10.3	<p>It was proposed that governor meetings are moved from a Wednesday to a Tuesday if that is acceptable to everyone.</p> <p>The next two meetings will be</p> <p>7.5.19</p> <p>25.6.19</p> <p>All governors agreed with this proposal therefore in future the meetings will take place on a Tuesday.</p>	
10.4	<p>At a recent meeting of the Chairs with RL it was suggested that the governors of the primary schools should meet together for a day or a half day. The training day in September was proposed as a good time as the staff will also be in attendance. The aim is to look at where governors would like the schools to be in 3-5 years' time.</p> <p>Due to time constraints at this meeting this proposition will be discussed in</p>	
		Clerk

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Item of business		Action
	more detail at the next meeting.	
11	Any other business	
11.1	There was no other business.	
12	Agreed actions for Governors	
12.1	4.1 JD and RL will arrange for an H&S report once a term from the site manager. 10.1 TB-T will write to AR terminating her role as a governor. JD and KD will put together an article for the Whittlesey magazine etc. 6.1 RB will email TB-T regarding CP training. 9 SRE Policy to be carried forward to the next meeting. 10.4 Governor Day to go on the Agenda for the next meeting.	JD/RL TB-T JD/Clerk RB Clerk Clerk
13.	Date of next meeting	
13.1	Tuesday 7 th May 2019 at 6.30 p.m.	

The meeting ended at 7.30 p.m.

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Signed:
Chair of Full Governing Body

Date: