

THE PRIORY CofE SCHOOL
A Voluntary Aided Church of England School
FULL GOVERNING BODY MEETING

Wednesday 27th March 2019 at 16.00 hrs

Present:	Mr Stuart Murray	SMY	LA Governor
	Mrs Rachel Gibb	RGB	Head Teacher
	Mr Nicholas Bartlett	NBT	Co-opted Governor
	Canon Peter Bruinvels	PBS	Foundation Governor
	Mrs Debs Bunn	DBN	Foundation Governor
	Mr Richard Francis	RFS	Parent Governor
	Rev Alan Jonas	AJS	Foundation Governor
	Mrs Kim Oakley	KOY	Foundation Governor
	Mr Neil Milner	NMR	Foundation Governor
	Mr Hugh Parry	HPY	Foundation Governor
	Dr Chris Smewing	CSG	Foundation Governor
	Ms Hannah Taylor	HTR	Staff Governor
In attendance:	Mrs Bev Godwin	BGN	Business Manager
	Sinead Tobin	STN	Clerk

Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity.

Governors should respect the confidence of those items of business which a governing body decides and not disclose what individual governors have said or how they have voted within a meeting.

Introduction	
	The meeting commenced at 16.00 hrs SMY explained the format for the meeting with the guest speaker at the end of normal business.

Minutes		
		Action
1	<p><u>APOLOGIES FOR ABSENCE</u> <i>(Statutory)</i></p> <p>a) Apologies were received from RFS, JTL, NBT, PNS. b) Apologies for absence were agreed.</p>	
2	<p><u>DECLARATION OF INTEREST</u> <i>(Statutory)</i></p> <p>There were no declarations of interest in any specific agenda item(s).</p>	
3	<p><u>HEADTEACHER’S REPORT</u></p> <p>RGB thanked her SLT colleagues for their assistance in preparing the Headteacher’s report.</p> <p style="padding-left: 20px;">1. <u>SEF:</u></p> <p>In preparation for the recent Ofsted inspection, RGB followed the comments from the 2018 Ofsted inspection. Based on those comments, RGB used them as an opportunity in the SEF to outline certain areas of the school that required improvement. The SEF has been used as a lever to make the changes that the different departments needed to make in order to improve. RGB explained how the Ofsted process works and how useful the SEF is in that inspection. The recent changes made to the SEF from requires improvement to good were rigorously scrutinised by the Ofsted team. The judgements were found to be sound by Ofsted. RGB thanked the Governors for their help during the inspection. Governors gave feedback from the meeting after the inspection and congratulated RGB for getting through it. Governors sent questions to RGB on the report prior to the meeting.</p> <p>KO - Could you remind us why there are two heads of Yr7? RGB - Originally two heads as nurturing/transition roles but now there is one head of Yr7 as the other has stepped down to focus on their subject area.</p> <p>KO - Attendance figures for Yr8 last year and the current Yr9 are not good, why is that? RGB - Four students are now being educated elsewhere, they were pulling down the persistent absence score. If the Yr9 EWO cases were removed the attendance percentage would rise to 96.2% so it is a handful of students that are pulling that figure down.</p> <p>KO - Internal isolation, is there a reason for an increase in Yr9 students. RGB - It tends to involve the EWO students.</p> <p>KO - SEF, Outcome for children and learners, the indication point shows that most subject areas and most teachers are using the feedback to</p>	<p>HT Report</p>

inform planning, are the teachers who are not using these tools being helped to see the advantages to students of doing so and how are they engaging with doing things differently?

RGB - Yes, next step is a departmental book look which will require all staff within departments to review pupil progress, consistency of feedback and impact and identify actions going into next term.

KO - 2.6 of the AIP pace of change remains a concern.

RGB - There is some information in the Ofsted report about science. First steps have been taken to influence the change required in science since the AIP was written. LAT is working with the head of science to do model planning specifically for science lessons who in turn works with the science team. Science teachers now meet fortnightly in pairs to complete joint planning in order to get staff teaching at the same pace. LAT is monitoring all of these meetings and outcomes. The variations in teaching in the Science department has been noted and has prompted intervention.

KO - HT report section 3 - Good figures in regarding all science, food and drama. Is there a concern with the figures in DT?.

LAT - In DT, there are a number of students using FFT5 instead of FFT20. They are significantly more aspirational than the other data, so there is no concern. The course is mostly coursework with only a one hour exam. We are happy with the teaching and the potential outcomes. With PE there are a few students with attendance issues and pastoral concerns which are being managed. 74% of the students are on track.

KO - In Yr10/11 the data shows all mock results are down, did the school expect this?.

LAT - This is about the comparison between the teacher's predictions and the mock results. The predictions are what is expected at the end of the year, the mocks results are in January before the course is complete.

AJS - How can the Governors support the leadership team in bringing the standard of teaching to at least good by all teachers and teaching assistants in all lessons?

RGB - Ofsted commented that the proactive nature of the LSAs was good. The school is open to suggestions from Governors about the level of support they would like to offer. The monitoring visits are more useful now that there is a structure for feeding back to the teachers in place. The student panel is the most insightful.

Governors discussed the positive nature of staff encounters they have had in the staff room and during the monitoring visits. There was also discussion about the school having some excellent teachers and some that need improvement. The question was asked about how Governors

	<p>can support the SLT to bring the standards of those teachers that are not as strong up.</p> <p>AJS - Should Governors seek action plans for those staff who need to improve.</p> <p>RGB - We have identified that the approach should not be a one size fits all. There has been holistic staff training - all staff had the same training menu, individuals will take something different from each training session. We have a clear picture of the areas that need to be tackled. Based on outcomes and feedback a layer of action will be put in place such as the joint planning sessions which take place in science. Not all teachers will shift at the same rate. RGB explained the procedures used when there is no immediate improvement. Governors can be made aware of those procedures but not be involved with them.</p> <p>SMY - Do you think that there are teaching staff that aren't aware that they need to improve?</p> <p>RGB - No the staff who are not doing as well as expected are aware.</p> <p>LAT added that through learning walks and mid year reviews where some misrepresentations from teachers are noted, this prompts further conversations. Then the layers of support and procedures begin.</p> <p>SMY - The Ofsted report will highlight weaknesses and give the SLT traction to have conversations with teachers about necessary improvements.</p> <p>PB - Is there a way of doing spot failings?</p> <p>RGB - It is likely the Ofsted view will be a broader one, it will mention departments that are doing well, it is likely to infer that some departments are not doing as well as others. They talk about in-department variants. There are layers of support, staff development and improvement in place. Moderating mid year reviews so they are linked to appraisal.</p> <p>Governors agreed that the work to improve standards is taking place and that the SLT are not complacent about what needs to improve. PFR pointed out that when RGB presented the staff restructuring item at the resources committee meeting, the Governors agreed with it therefore giving RGB the leverage to show that the Governors are in full support of the decisions made by her.</p> <p>Governors commented on how Ofsted talked about Maths this time round and decided that it could be discussed at the FGB as it is one of the priority areas. LAT explained that the reviews taken of every department and shared after half term were exactly what Ofsted picked up on.</p>	
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	<p>RGB added that the feedback from the Ofsted inspection will be addressed in the AIP. It will still support our main objectives. Maths is a focus as it is significantly weaker than English. LAT is working closely with Lynsey Thomas head of Maths, there is good solid foundation work coming through from KS3. Focus is now on targeting work in year 11 to prepare students as much as possible.</p> <p>LAT - The literacy element required to do well in Maths is currently a huge hurdle. The department continues to work on this.</p> <p>AJS expressed how blessed the school is to have the current SLT in place.</p> <p>RGB very pleased that Ofsted have recognised the strengths of the school which includes the SLT, BGN, HTR and the Governors.</p> <p>PBS added that Ofsted were very impressed with the 6th form.</p> <p>PBS commented on how the staff seemed to really care about the outcome of the inspection. They were very involved and wanted to make a good impression. The strong partnerships are evident in the school.</p> <p>RGB added that it was a high stakes inspection that required us to show significant improvements on our last inspection outcomes.</p> <p>Governors asked if there is difficulty in recruiting suitable staff. RGB explained that there is a shortage of teaching staff everywhere. The school has everything in place to support staff who want to take on the role. LAT added that staff wellbeing and development is a priority at the school which is a real selling point.</p>	
4	<p>Committee Reports & Action</p> <p>Committee minutes were circulated to the Governors with the agenda. No further action required.</p>	
5	<p>FGB Policies Schedule</p> <p>Equality Information and Objectives Statement - RGB to send out updated policy for review before the next meeting.</p> <p>ACTION: RGB email the correct policy for review at the next meeting.</p>	RGB
6	<p>Minutes Of The Fgb Meeting & Action List - 28 November 2018</p> <p>Subject to the following amendments by CSG the minutes were approved:</p> <p><i>Item 3.</i> Minutes of FGB meeting</p> <p style="padding-left: 40px;">“The minutes were approved, subject to the discussion under item 10 Committee reports, regarding the clarification of the position with the Good Shepherd Trust.”</p> <p><i>Item 10.</i></p>	

	<p>Unanimous agreement to join the GST <i>subject to</i> the appropriate due diligence process, with the proviso that that we can withdraw at any time during that process</p> <p><i>Item 9.3.</i></p> <p>Governors discussed the setting of targets. Teachers inform SLT of the grades they expect students to achieve and the target is set above that figure. CSG questioned whether the FFT20 target of 85% for teachers was realistic bearing in mind that teachers had initially been overly positive in their predictions of student performance. LAT explained that the targets and attainment must be improved and is a priority amongst the staff.</p> <p>ACTION:STN to amend the minutes and bring to the next FGB to be signed.</p>	STN								
7	<p>MATTERS ARISING</p> <p>Action list:</p> <p>Governors read through the action list and agreed that all actions have been completed.</p> <p>ACTION: RGB to notify Governors of the next monitoring visit date</p>	RGB								
8	<p>SELF EVALUATION (OF GOVERNANCE)</p> <p>The Governing Body should reflect on the effectiveness of the meeting and how their deliberations and decisions will impact on future pupil outcomes.</p>									
9	<p>REMAINING MEETINGS SCHEDULED for the current academic year</p> <table> <tr> <td>Resources</td> <td>24 April 2019</td> </tr> <tr> <td>Learning and Teaching</td> <td>8 May 2019</td> </tr> <tr> <td>Executive Committee</td> <td>12 June 2019</td> </tr> <tr> <td>Full Governing Body</td> <td>26 June 2019</td> </tr> </table>	Resources	24 April 2019	Learning and Teaching	8 May 2019	Executive Committee	12 June 2019	Full Governing Body	26 June 2019	
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The meeting closed at 18.41 hrs.