

## THE GOVERNING BODY OF BIRKBY INFANT AND NURSERY SCHOOL

Minutes of the Meeting of the Governing Body held at 6.30 pm at the School on Monday, 21 November 2016.

### PRESENT

Mrs A E Stopher (Chair), Dr M Ali, Mrs J Hinchliffe, Mrs S Khan, Mr J Morley, Mr S Saeed, Mrs E Walsh, Ms K E Westeman, Dr A Williams, Mrs D Z Wilson (Head Teacher).

### In Attendance

Mrs C Woodcock (Meeting Clerk)  
Ms D Laramée (Assistant Head Teacher)

The Chair opened the meeting at 6.30 pm.

### **Procedural**

#### 1573. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs S V Goler and Mrs E M Whalley, both with consent.

There were no declarations of interest.

#### 1574. NOTIFICATION OF MATTERS TO BE RAISED UNDER ANY OTHER BUSINESS

No items were notified to be brought under Any Other Business.

#### 1575. REPRESENTATION

(a) The following matter of representation was noted:

##### Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mrs Shamoona Khan	Parent Governor	15.11.2016

(b) Vacancy on the Governing Body

It was noted that the reappointment of Mrs J Hinchliffe as Staff Governor, on 3 October 2016, had been omitted from the minutes of the previous meeting.

#### 1576. MINUTES OF THE MEETING HELD ON 3 OCTOBER 2016

RESOLVED: That the minutes of the meeting held on 3 October 2016 be approved and signed by the Chair as a correct record, subject to the following amendments:

Minute 1554

To add: RESOLVED: That Mrs J Hinchliffe be re-appointed as Staff Governor.

Minute 1563 (b)

Change of incorrect surname from Paula Mercer to Paula Manser in the final sentence of paragraph two.

1577. MATTERS ARISINGMembership of Committees - Minute 1556 refers

That Dr A Williams be added to the membership of the Resources Committee.

That Mr J Morley be added to the membership of the Standards and Effectiveness Committee.

**School Improvement**1578. SCHOOL IMPROVEMENT PLAN 2016-2017(a) Maths Mastery Programme

An overview of the School Improvement Plan (SIP) was presented by Ms D Laramée, Assistant Head Teacher, and Mrs D Wilson, Head Teacher, with a particular focus on the Maths Mastery programme.

Governors were informed that Maths Mastery was an engaging and accessible style of mathematics teaching, drawing on international evidence, chiefly from Singapore and Shanghai, where the high value of mathematics was firmly embedded in everyday culture and the achievement of pupils was consistently high. The approach aimed to enhance mathematical understanding, enjoyment and achievement for every child and was underpinned by a number of key principles; such as problem solving, high expectations and using activities which moved from the concrete to the pictorial and then abstract.

The school's mission statement with regards to implementation of the Maths Mastery programme was: "To raise the quality of mathematics lessons through developing a mastery approach to teaching and learning across school." This had been refined and tailored and to meet the needs of our children and would continue to be so, following various monitoring, evaluation and review activities.

Ms Laramée advised that, prior to trialling the approach in her own class, she had visited two schools that were at different stages of implementing the programme; including one that had been an early adopter school. Since commencing the programme in school, Ms Laramée had used questionnaires to evaluate the impact of the programme and to gain feedback from the children. Findings had been extremely positive, in that key objectives had been mastered and embedded, and the introduction of adapted learning styles for boys had been successful.

The school had aligned the Maths Mastery curriculum with that of the 2016/17 National Curriculum and an action plan had been developed in respect of the headline areas for review by Ofsted.

**Q. Is a child's ability to teach or demonstrate to another child evidence that learning has taken place?**

A. No, not in itself, but it is a part of the assessment jigsaw. Children are enjoying being able to physically represent mathematical concepts and the use of objects and pictures to demonstrate and visualise abstract ideas is aiding their engagement.

**Q. Are you comfortable that this approach will work in a way that other concepts have not?**

A. The approach is already having a positive impact in terms of improvement and interest. Mathematical concepts are being explored in a variety of representations and problem solving contexts to give children a richer and deeper learning experience than previous methods.

**Q. How will we know that it works?**

A. We will listen to feedback from teachers, parents and children. Progress will be evaluated through regular analysis of data, together with the school's SATs results. This learning will be used to inform our Sip for maths on a termly basis. By the end of Year 2, we will have more evidence on which to base our objectives for Maths in 2017-2018.

**Q. Are any children struggling with this approach?**

A. Maths Mastery can be tweaked to identify which mathematical approach is most effective in different scenarios. Kinaesthetic learning, particularly for boys, has had a significant impact on levels of engagement and children of all abilities are now being given the chance to reach their potential without the need for differentiation.

(b) Autumn Term Review and Feedback from Enrichment Clubs

The Head Teacher provided information on the school's Enrichment Clubs and advised that the consensus of opinion from staff was that the clubs were working well. Initial logistical problems had been resolved and the clubs were now running effectively.

Currently, 89% of KS1 children were attending the clubs on a weekly basis and in Year 1 and Year 2, 88% and 90% of children respectively. This meant that all the children in KS1 were taking part in an extra 1 ½ hours of physical exercise per week. The school aimed to maintain this attendance rate and to increase it where possible throughout the Spring Term.

1579. SCHOOL EVALUATION FORM

The Head Teacher requested governors to review the School Evaluation Form (SEF) and to provide feedback as to the report's usefulness in its current format.

It was noted that, whilst there was no standard format for the SEF for Ofsted, the purpose of the report was to demonstrate how the school formed the judgements contained within it and what evidence the governors had to arrive at these judgements.

It was agreed that the SEF be accepted as a working document and that, following feedback to the Head Teacher, the report be tabled at the next meeting of the Governing Body for ratification.

**ACTION: Revised SEF to be presented to the meeting of the Governing Body on Monday, 13 February 2017.**

1580. REPORTS FROM COMMITTEES(a) Standards and Effectiveness Committee – 14 November 2016

- Single Central Record (SCR) – the SCR had been updated to reflect changes in safeguarding procedures.
- Full Attendance Report - an attendance rate of 92.81% in October 2016, compared with 92.59% in October 2015 was reported.
- SIP
- Online Safety Policy
- Attainment – EYFS
- Year 1 Phonics
- Pupil Premium – the 2016/17 expenditure proposal and the 2015/16 outcomes had been uploaded to the school's website

RESOLVED: That the minutes be accepted.

(b) Resources Committee

The Chair of the Committee reported on the areas discussed prior to this meeting:

- There was currently a £40,715 under spend, as at the end of October 2016.
- The school was pending £13,000 from High Needs Top Ups, for which an additional ETA has been employed.
- The school would move from NPower to Corona Energy in 2017 on a 4 year contract.

The school's telephone service was upgraded to Telephone Europe on 14 November 2016.

The following policies were approved by the Committee:

- Governor Expenses
- Health and Safety
- Medical Needs

The Committee had reviewed the findings of a benchmarking exercise with other schools of a similar resourcing level. The results confirmed that the school provided good value for money.

1581. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teacher provided Governors with a written report prior to the meeting and the following areas were highlighted:

- Context – the number of children on the school roll had fallen from 538 in July 2016 to 521.
- Feedback from SDI lesson observation at Diamond Wood Academy.
- Leadership and management.
- Targets for outcomes in July 2017.
- Quality of teaching, learning and assessment – Keith Massett had visited the school to monitor teaching and learning in maths on 11 October 2016.
- Projects supporting learning.
- PE and use of Sports Premium.

1582. BUDGET REPORT

The Budget Report was discussed earlier in the meeting (minute 1580 (b) refers).

1583. ATTENDANCE

School attendance was discussed earlier in the meeting (minute 1580 (a) refers).

1584. SCHOOL WEBSITE

Governors were requested to continue to utilise and review the school website on a regular basis.

Dr Ali confirmed that he had reviewed the website and found it to be excellent.

1585. GOVERNING BODY SELF-EVALUATION, GOVERNOR VISITS AND DEVELOPMENT(a) Governing Body Self-Evaluation

The Chair advised that a governor development session would be arranged for January 2017. It would be facilitated by Keith Massett and would take the form of an additional meeting for the purposes of self-evaluation.

(b) Governor Visits and Development

The Chair had visited school during the previous week and had spent the day observing and taking part in the following activities:

- Maths
- Guided reading
- School lunch
- Parents' session: "What we are learning this week?"
- Wake-up Shake-up

Dr Ali and Mrs E M Whalley had attended a Governor Conference and provided an in-depth report for governors. The Chair thanked Dr Ali and Mrs Whalley for their feedback and highlighted that the clear message emerging from conferences, in respect of Multi Academy Trusts (MATs), was the emphasis on identifying what was best for the local community, as the decision to join a trust was irreversible.

**Governing Body matters and statutory responsibilities.**1586. MULTI ACADEMY TRUSTS AND LOCAL SCHOOLS PARTNERSHIPS

The Head Teacher, together with the Head Teacher of Birkby Junior School, were to meet with 2 other Head Teachers in Sheffield to look at similar schools and to find out how 'Learn Sheffield' worked. D Wilson and S Davis had also volunteered to take part in a reference group regarding the future relationship between schools and the LA called Planning for the Future. The government's decision to drop the White Paper and forced academisation gave all maintained schools more time to consider, plan and research future partnerships that would support their school community appropriately and effectively.

1587. CONSULTATION ON ADMISSION ARRANGEMENTS FOR 2018/19

It was agreed that the published admission numbers (PAN) for 2017/18 would be 150.

The proposed PAN for 2018/19 would remain at 150.

1588. CORRESPONDENCE

There were no items of correspondence.

1589. ANY OTHER BUSINESS

There were no items of any other business.

1590. DATES OF FUTURE MEETINGS

RESOLVED: (i) That the next meetings of the Governing Body be held at 6.30 pm at the School on:

Monday, 13 February 2017 at 6.30 pm – Governing Body, preceded by the Resources Committee at 5.30 pm

Monday, 27 March 2017 at 6.30 pm – Governing Body, preceded by the Resources Committee at 5.30 pm

Monday 22 May 2017 at 6.30 pm – Governing Body, preceded by the Resources Committee at 5.30 pm

Monday, 3 July 2017 at 6.30 pm – Governing Body, preceded by a Committee (TBC) at 5.30 pm

(ii) That the next meetings of the Standards and Effectiveness Committee be held at 5.30 pm at the School on:

Monday, 6 February 2017 at 5.30 pm – Standards and Effectiveness Committee

Monday, 20 March 2017 at 5.30 pm – Standards and Effectiveness Committee

Monday, 15 May 2017 at 5.30 pm – Standards and Effectiveness Committee

1591. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers shall be omitted from the copy to be made available at the School under the Freedom of Information Act.

The Chair closed the meeting at 8.20 pm.