

Local Governing Body Meeting

Company Number – 08075785

MINUTES

Date: 20/03/17		Venue: Mountford Manor Meeting Room			
<p>Attendees: Rachel Skates – Principal (RS) Suzanne Gregory – Staff Governor (SG) Carl Humphreys – Vice Chair (CH) Chris Fox – Staff Governor (CF) Candida Hutchinson – Chair (CHu) Kirsty Handy – Staff Governor (KH) Franki Stockwell – Parent Governor (FS) Claire Lane – Community Governor (CL) Simon Fox (SF) - Parent Governor Gareth Williams (GW) – Parent Governor</p> <p>By invitation:- Liz Matthews (LM) Member of The White Horse Federation</p> <p>Minutes: Dawn Hadgraft (DH)</p>					
Circulation: Local Governing Body/Governors website					
Absences:					
Approved Apologies:		Jason Newbold			
Item No.	Description		Action		
1	<p>Meeting started at 09.30am</p> <p><u>Apologies/Absence</u></p> <ul style="list-style-type: none"> • Jason Newbold (JN), 				
2	<p><u>Declaration of interest</u></p> <ul style="list-style-type: none"> • The was no declaration of interest 				
3	<p><u>Approval of previous meeting</u></p> <ul style="list-style-type: none"> • Minutes from previous meeting held on 28th November 2016 were approved by the LGB <p style="color: red;"><u>Action Item Summary</u></p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 20%;">Date</td> <td style="width: 50%;">Action Item Summary</td> <td style="width: 30%;">Governor</td> </tr> </table>	Date	Action Item Summary	Governor	
Date	Action Item Summary	Governor			

28/11/16	RS to sort out dates for Governor training (Challenging during LGB) and Profile of School	R Skates
20/03/17	KS Lead Reports on same format	R Skates
20/03/17	KH to ask support staff about drop in sessions	K Handy
20/03/17	Visual information/Scoop re attendance for parents	R Skates/D Hadgraft
20/03/17	CH to meet with Elly re Pupil Premium	C Humphreys
8/11/16	KS Leads to attend Governor meetings	R Skates
18/4/16	School Council to be invited to next meeting	26 th March 2017

KH was asked about the School Council and being invited to the meetings

KH explained that September would be better for them to attend as there has not been much to do this year.

CH asked if there were any projects that we could be doing with them.

LM asked if there was a small task we could do.

KH did say that they would be working with Cater Link this term

It was suggested that a small task could be set so as the School Council could come to the next meeting so as they felt involved.

LM suggested the Income Generation Team at Central could also get involved with the children.

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Governor Updates

- Lucy Walker (LW) Parent Governor has resigned due to now working at Mountford
- Jackie Fox (JF) Parent Governor has resigned.

All the governors introduced themselves:-

Rachel Skates – **Principal**

Candida Hutchinson – **Chair**

Liz Matthews – **Member of The White Horse Federation**

Carl Humphreys – **Vice Chair**

Franki Stockwell – **Parent Governor**

Suzanne Gregory – **Staff Governor**

Simon Fox – **Parent Governor**

Claire Lane – **Community Governor**

Gareth Williams – **Parent Governor**

Kirsty Handy – **Staff Governor**

Chris Fox – **Staff Governor**

Dawn Hadgraft – **Minute Taker**

Absent – Jason Newbold – **Community Governor**

SG explained that she would be stepping down as Chair and that CHu will be our new Chair of our Governing Body.

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Key Stage 1 Updates – The report was circulated prior to the meeting and is embedded below

SG mentioned that it was very difficult for the KS Leads to get out of class for the meetings it was suggested to the Governors that they email RS with any questions prior to the meeting for RS to get the answers.

CHu asked about Y2 the % that are age related is this a significant increase that left early years

RS explained that all the pupils that were in Reception if they left on goal (apart from SEN) then they are expecting standard or above apart from SEN that are not age related – we have had 10 new starters in Y2 since September with 6 of them leaving. We have also had new starters who are not ARE. (Age Related Expectations)

SF asked what the target was

RS explained that it was 65% we were on target at 70% but with all the leavers and new pupils this has taken a knock. We have children that only come here for a couple of months then move on to the school that they actually want.



governors ks1 jan
2017 (002).docx



Copy of Term 3 PPM
overview.xlsx

CH mentioned about the Roman Catholic families waiting to go to a Roman Catholic School.

RS said this impacts on the whole class/school but we do have to accept these children.

EYFS Lead Update – The report was circulated prior to the meeting and is embedded below



EYFS report to
Governors Feb 2016

RS mention about 1 child who has missed 2 terms due to staffing problems at School Admissions and that had just been admitted to Mountford Manor and that a lot of work is being done for him to gain his levels.

No questions asked.

Key Stage 2 Updates – The report was circulated prior to the meeting and is embedded below



governor report
KS2.docx

CL asked about EAL children out performing our other pupils

RS explained that 16% was the national average but at Mountford our % is 45%

RS explained about Pupil Premium for our new Governors - A child receives PP if the child has been receiving free school meals and will get PP money for 6 years after, school also receives money for looked after children and forces children.

Our Senco is working hard to get money for children with SEN, it is also being looked into having a SENCO full time from September due to the amount of children we have with SEN problems.

CH asked about the KS Lead updates and that if they were not going to attend the meetings could we have the report as the same format

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Principal Report – The report was circulated prior to the meeting and is embedded below



Principal's report to Govs March 2017.do



Copy of Term 3 PPM overview.xlsx

RS explained that attendance was very low at the present, due to parents taking their children on holiday and illness.

SF asked about the fine system

RS explained that holiday is only granted for exceptional circumstances if not it is unauthorised and the family will incur a fine on return

SF asked about the school attendance and what % RS would like

RS said that she would like it to be 95%

CH asked how many parents come and request a holiday form

RS explained some parents do but others just take the time

The fining system has changed and it is worked out over a 12 week period.

Chu asked if there was anything that the Governors could do to help

SF suggested a visual on facts and figures and perhaps it should be advertised on parents evening.

SG mentioned about Schoop and that this is a new message system that Mountford Manor will be using enabling us to attach letters as well as text messages.

CH asked Chu if they had the same issues at The Croft.

CHU said their biggest issue was children under 5 and trying to explain to the parents that even though they were not 5 they still needed to be in school.

RS said that parents need to send their children in even if they have a cold, then school can decide to send them home if they are that ill.

CH said about sending letters home about their child's attendance and an invite to see RS if their % was below 90%.

RS explained that we were having an issue with staffing in Nursery

SF asked if an exit interview was done

RS said the school don't do this sometimes HR do.

RS explained that It was decided that school would not be doing observations anymore but have changed it to random drop in sessions

CH asked how the staff had responded to this being a random check and not being told

CF said that it was a mixed response from staff, CH asked KH on how the support staff feel about this.

RS said that we are struggling to fill our Nursery places.

LM said about advertising it on the radio and we could advertise places on banner.

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AOB

FS was very happy with the EYFS visit

Chu looking forward to joining Mountford Manor as Chair

Next meeting Date:- Monday 15th May @ 9.30am

Date	Action Item Summary	Governor
29/2/16	Bill Jerman to see PP Governor	SG/CH
28/11/16	RS to speak to DB (Caretaker) re checking KS1 paths for fox poo	Closed
18/4/16	Report on PP and put in newsletter	Closed
18/4/16	School Council to be invited to next meeting	KH
29/2/16	Bill Jerman to see PP Governor	SG/CH
18/4/16	Report on PP and put in newsletter	Closed
29/2/16	Advertise PP to parents/RS to talk to SMT	Closed
11/1/16	Dates for Link Governors	Closed
11/1/16	Nationwide Readers to come in and read with Y5	Closed
11/1/16	Advertise Breakfast Club	Closed
29/2/16	Update from JD on SRP	Closed
18/4/16	Re-send values form from LD	Closed
18/4/16	Report from School Council on what has been done this year	Closed
18/4/16	LM to contact Rupert at Roves Farm (Tractor Tyres)	Closed
18/4/16	SG to speak to ER (Tractor Tyres)	Closed
29/2/16	Governors survey on values	Closed
29/2/16	Governors training on values	Closed
29/2/16	Approach libraries regarding free books	Closed

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