

The Governing Board of
Bearwood Primary & Nursery School

**Minutes of Full Governing Board Meeting
Held on Thursday, 27th February 2016 at 6:30 p.m.**

Present:

Mrs Laura Bennett (Headteacher)
Mr Steve Crisp
Mr Daniel Edmonds
Mrs Kathy Lockyer
Mrs Dionne Polychronopoulos
Mr Michael Sussman

In Attendance:

Mr Nigel Ash (Hamwic Trust) – Item 1 only
Mrs Christine Bulmer (Hamwic Trust) – item 1 only
Mrs Sally Wall (Deputy Headteacher)
Mrs Vicky Brierley – Item 1 only
Mrs Patricia Rushton (Clerk)

1. Presentation on Academy Status

- 1.1 Governors were introduced to Nigel Ash and Christine Bulmer from the Hamwic Trust who have been invited to discuss with Governors becoming a Multi Academy Trust (MAT) as part of the Hamwic Trust.
- 1.2 Mr Ash advised that Hamwic provide the central services for all its schools, e.g. business services, health and safety, human resources, IT, bids to the EFA for capital funding, family workers and an EWO service. Mr Ash likened Hamwic to an LA.
- 1.3 Mr Ash explained that good and outstanding schools want to be checked as they are aware that they may become blinkered. They work hard with their staff to improve. Hamwic would want schools wishing to join them to want to experience high levels of scrutiny. Staff will need to be prepared to have colleagues from other schools come in to see what they are doing. Schools will also have high levels of support. Schools joining Hamwic have to have a heart for the child. Parents should not really see any difference on a school joining Hamwic as the school will retain its identity. Mr Ash advised that schools can continue to work with their LA and with other schools that are part of Hamwic. Hamwic wants to have good relationships with LAs.
- 1.4 Mr Ash advised that the Hamwic Trust is made up of three trusts. *It was questioned as to how many staff are involved in school improvement.* Mrs Bulmer advised that at present the school improvement role is undertaken by herself and Mr Ash. Mrs Bulmer currently also works with 14 schools in Poole who buy her services. Governors were assured that if further schools join Hamwic that her contracted work will reduce as the Hamwic schools come first.
- 1.5 *It was questioned how many visits would be undertaken to a school each year.* Mrs Bulmer advised that the minimum number of visits undertaken at present is five and the maximum is 19 – schools can decide how many visits they want as long as these are happening roughly once per half term.
- 1.6 *It was questioned whether Hamwic used leaders from other schools to do visits.* Mrs Bulmer advised that they did.
- 1.7 Mr Ash explained that the Hamwic Trust have a teaching school who want to share and fit into their ethos of big challenge and high support. There are opportunities for leaders in other schools to learn from others.
- 1.8 Governors were advised that the Hamwic Trust have an Academic Board which

	<p>drives development. Each school has a representative on the Academic Board with each representative on the Board have an equal vote. The Hamwic Trust undertakes the bidding process for capital projects and the catering for all its schools.</p> <p>1.9 Governors were advised that to support central services each school contributes 5.5% of its budget. If this is not fully used by the central services the funds are returned to the schools. Schools also choose to buy some services themselves. Staff at all levels in the organisation receive high support.</p> <p>1.10 Mr Ash advised that the board structure is a governance structure. Each school has its own Local Governing Board to steer the school and feed into the Board. Hamwic have a single Finance Committee which is attended by the Finance Governor of each school. Each of the three Trusts has an annual conference and they choose the focus of their conference.</p> <p>1.11 Mr Ash explained that it takes about three months to convert to academy status and schools can pull out at any time up until signing the funding agreement. Hamwic will lead on the conversion process and will become the person between the school and the DfE. Browne Jacobson, Solicitors, are used to undertake the legal work. Schools receive £25,000 for conversion to academy status.</p> <p>1.12 Governors were advised that Hamwic continue to use the Teachers Pay and Conditions and that support staff retain their terms and conditions. Staff are taped across to Hamwic. Mr Ash is the performance manager for all Headteachers and work with Governors on the process.</p> <p>1.13 Mr Ash advised that if a decision is made to convert as an academy with Hamwic then both Bearwood and Hamwic will undergo a due diligence process to ensure that conversion is appropriate.</p> <p>1.14 Governors were advised that Mrs Harris and Mrs Bennett have discussed the possibility of being an independent MAT or being under the Hamwic umbrella with other Poole schools. Mrs Wall advised that with Hamwic the focus is on education. Mrs Lockyer advised that all staff were on board with Hamwic during the reviews. Mrs Polychronopulos felt that it was positive that people would not see a massive change if we go with Hamwic.</p> <p>1.15 Governors were advised that Mrs Bennett and Mrs Wall would want to visit other schools that are interested in working with Hamwic and Mrs Harris would meet with the Chairs from other schools. Mr Crisp would also want to visit existing Hamwic schools.</p>	
2.	Welcome and Apologies	
2.1	Apologies were received and accepted from Mr Tony Harling, Mrs Anne Harris and Mr Rick Kerr.	
2.2	A welcome was extended to Mr Daniel Edmonds. Introductions were made.	
3.	Declarations of Interest	
3.1	Governors were advised of the requirement to declare any interests they may	

<p>have in items on the agenda for this meeting. Mrs Bennett advised that she has an interest in a project involving 'Evolving Youth', an organisation owned by her husband.</p>	
<p>4. Minutes of the last meeting</p> <p>4.1 Governors agreed that the minutes of the meeting held on 9th December 2015 were an accurate record of that meeting.</p> <p>4.2 <u>Evolving Youth Project (minute 8.23)</u>: Governors were advised that this project cost £2,600 and that the value added has been good. The impact can be seen in the children's books and the children's vocabulary has been brilliant. Mrs Wall advised that she could find no similar projects to Evolving Youth.</p>	
<p>5. SPTO</p> <p>5.1 It was agreed that this item would be deferred until the next meeting. Action: Agenda item next time.</p>	<p style="text-align: center;">Agenda item next meeting</p>
<p>6. Governing Body Audit</p> <p>6.1 It was agreed that this item would be deferred until the next meeting. Action: Agenda item next time.</p>	<p style="text-align: center;">Agenda item next meeting</p>
<p>7. Headteacher's Report</p> <p>7.1 <u>Rapid RAP</u>: Mrs Bennett advised that the focus of the Rapid RAP has been changed from English to Maths. <i>Mr Crisp questioned whether switching focus is supported by the predictions.</i> Mrs Bennett advised that at the start of the year the school had a rough idea of the foci for each term's Rapid RAPs. The Maths Rapid RAP was done whilst Ms Mitson was with us and before her maternity leave started. Maths has been taken on by Mrs Brierley and Mrs Bennett. A review of Maths has also been undertaken.</p> <p>7.2 Governors were advised that the school will now be looking at mastery in English. Mentoring and coaching is being used to support staff where needed. Bournemouth LA has validated the school's work and the school has been involved in moderation with others. The school is no longer always working with other Poole schools as it was felt that the school knows what it is doing and moderation with Poole is no longer of benefit to Bearwood.</p> <p>7.3 Governors were advised that a book scrutiny has been undertaken so that the school knows what Age Related Expectations (ARE) looks like in each class.</p> <p>7.4 <u>PASS</u>: Mrs Bennett reported that this year the school had the comparator of last year's data to work with. It was noted that in Year 2 and Year 6 the main issues are in the areas of being a self-learner and self-esteem. Mrs Wall has interviewed the children and the differences in results were for some due to them having a bad day whilst others expressed a dislike for the word SATs or moderation and a dislike for other people looking at their books.</p> <p>7.5 <i>Mr Edmonds questioned how the PASS test was undertaken.</i> Governors were advised that the test is done online. Children are given time to consider their</p>	

- answers and it is done in small groups. In KS1 the children have the questions read to them.
- 7.6 *Mr Crisp questioned how the usefulness of the tests is fed back to the children and also to parents and staff.* Governors were advised that staff see all of the results and a letter is sent to parents informing them what the school would like to do as a result of these tests. Updates are given in the school newsletter. The results are shared with the children.
- 7.7 Mrs Bennett advised that Evolving Youth are working with Year 6 children to do growth mindset. The school has changed the testing environment.
- 7.8 Targets: Mrs Bennett advised that the school has been asked by the Borough to submit targets. The Borough has set targets for each school based on Fischer Family Trust data. Mrs Bennett explained that our targets are based on where the children are now and what the staff expect them to achieve by the end of the year. *Mr Crisp noted that Bearwood was the only school to submit accurate data last year.* Mrs Bennett advised that the LAs data shows Bearwood to be ranked first in KS1 and second in KS2. Governors were assured that Bearwood has high expectations.
- 7.9 In response to a question, Governors were advised that SPTO was not used for target setting but is constantly used for other purposes.
- 7.10 *SC raised a question about the floor standard and what percentage of children had to be working at ARE or above.* Governors were advised that the floor standard at KS2 is 85% of children at ARE or above in Reading, Writing and Maths combined.
- 7.11 Mr Sussman advised that he and Mr Crisp had undertaken some research using the school's data. Mr Crisp advised that the KS1 Pupil Premium children were doing really well, although Maths was a challenge. *It was questioned as to how many children this data represented.* Mrs Bennett advised that the data represented seven Year 1s and one Year 2. Case studies have been done for all of these children. Mr Crisp assured Governors that budget and resources are in place to ensure added value for these children. Mrs Wall advised that historical data shows improvement.
- 7.12 Mr Crisp commented that it was interesting how the predictions are changing. Mrs Bennett advised that it was agreed that she would produce data in the same format with Mr Sussman graphing the data to see trends.
- 7.13 Governors were advised that 30% of the school's children are Pupil Premium yet the school is still performing higher than other schools in Poole.
- 7.14 It was suggested that Mrs Bennett uses pink or green to show changes in the data from the previous meeting.
- 7.15 Questionnaires: Governors were advised that the school is proactive in encouraging parents to complete the online ParentView questionnaire. The school has 50 responses on ParentView and these are mostly very positive.
- 7.16 Mr Crisp advised that he had graphed this data against last year's data. All 25 areas have increased positive responses except responses to questions asking if the child is happy at school, parents feeling they are able to come into school with concerns or worries and does the school expect good behaviour from the

children.

- 7.17 Governors were advised that the responses to the staff questionnaires are all positive, although some do not know what we are trying to achieve as a school and responded negatively to the question behaviour is good in this school. Mrs Wall advised that the difficulty is that because generally behaviour is better, the one or two children that behave inappropriately stand out.
- 7.18 Governors were advised that all teachers completed the questionnaire, but only five TAs completed it.
- 7.19 Staff Changes: Mrs Bennett reported that a Year 2 teacher had resigned. This presents various options and it was decided that Shelley Martin would work in Year 1 for four days and that a Year 1 teacher would move into Year 2. A good transition has been done.
- 7.20 *It was questioned whether any parents had raised concerns about the changes.* Mrs Bennett advised that one parent had raised concerns but this has since been retracted as the child is happy about her new teacher.
- 7.21 *A question was raised about the use of Pupil Premium now that the Pupil Premium Lead was class teaching.* Mrs Bennett advised that the school will continue to do 'keep up catch up'.
- 7.22 Governors were advised that the new National Curriculum is harder than the old curriculum with the Year 6 children having big gaps. The school has assigned a quality first teacher on a temporary basis.
- 7.23 Governors were advised that a Year 2 TA has returned from long term illness and a temporary TLA has been appointed to Year 2.
- 7.24 The school has appointed a quality first teacher to Years 3 and 4 and is using Luke Naveira to work with more able children in Years 5 and 6. All year groups have targeted interventions in place in the afternoons. Groups are also being taught by Mrs Bennett and Mrs Wall. The school continues to monitor how changes are going.
- 7.25 Governors were informed that more space was required in the afternoons to run 'keep up catch up'. This has meant that the caretaker's room has been cleared and is now being used for the cleaners' equipment. The cleaners' cupboard is being used for small group work. Governors were advised that the caretaker's tools are being kept in another room and are easily accessible to the caretaker at all times.
- 7.26 *Mr Crisp questioned whether the caretaker would still be able to take scheduled breaks and drinks in the staff room* and Mrs Bennett confirmed that this was already the case and he would continue to be able to do so.
- 7.27 It was considered that it would be helpful to have information on Pupil Premium in the finance report.
- 7.28 Safeguarding: Mrs Bennett advised that the January INSET focused on Child Sexual Exploitation and this training was attended by Mr Kerr and Mrs Polychronopoulos. Julie Murphy at the LA has done a safeguarding audit and this has been sent to Mrs Harris to sign. This document will then be shared with Governors. Julie Murphy has said that the school is one of the best that she has

<p>seen.</p> <p>7.29 Mr Crisp advised that the safeguarding judgement is a limiting judgement and that the overall judgement will be capped at the safeguarding judgement.</p> <p>7.30 <u>International Supper</u>: Governors were advised that this was very successful. This story had been sent to the Echo but had not been published. It was suggested that it could go on the website via the British Values blog.</p>	
<p>8. Any Other Business</p> <p>8.1 <u>Wraparound care</u>: Mrs Bennett reported that a questionnaire received very positive responses from parents. The school is looking into offering wraparound care.</p> <p>8.2 <u>LA Review</u>: Governors were informed that the LA is to undertake a review on the 11th March to be led by Mike Randall from Dorset LA. Mrs Harris will be coming along for the morning. During the review, the children's books will be scrutinised, lessons observed and discussions will be held with children.</p> <p>8.3 <u>Reception Intake</u>: Mrs Bennett advised that the school is proposing to offer parents the opportunity for their children to attend school full-time from the start of September rather than attending for the first two weeks on a part-time basis. This should help meet the needs of parents.</p> <p>8.4 <u>Budget</u>: Governors were advised that the budget has been received today and this will be brought to the next Governing Body meeting.</p> <p>8.5 <u>Senior Leaders in Education Course</u>: Mrs Bennett advised that two members of staff had applied to become Senior Leaders in Education. The interviews for this will be held at the Teaching School. The school has capacity for these staff to do outreach work if the school wishes.</p> <p>8.6 <u>Maternity Leave</u>: Mrs Bennett reported that two staff are on maternity leave and may request part-time working on their return. This may mean that the school could have an English Lead and Maths Lead both working out of class.</p> <p>8.7 <u>Governor Photographs</u>: Mrs Bennett advised that she has arranged for Governors to have their photograph taken before the meeting on 15th March.</p> <p>8.8 <u>Newsletter</u>: Governors were requested to provide a 'Meet your Governor' piece for the newsletter if requested.</p> <p>8.9 <u>School Email</u>: Mrs Bennett advised that all Governors have been set up with a school email address. A login was handed out to all those present.</p> <p>8.10 <u>Grant</u>: Mrs Bennett reported that a grant of \$5,000 has been received from Northrup for Mr Crisp's volunteering activities as a Governor.</p>	

END OF MINUTES