

## **THE GOVERNING BODY OF STILE COMMON JUNIOR SCHOOL**

Minutes of the meeting of the Governing Body held at 7.00 pm at the School on Thursday, 21 February 2008.

### PRESENT

Mr P C Webb (Chair), Mrs H L O'Sullivan, Mrs J Clough, Mrs M E Donaldson, Mrs J M Gibson, Mrs G M Goodswen, Mrs K E Palmer, Mrs P M Shelton

### In Attendance

Mrs A Pilling (Minute Clerk)  
Mr D Thompson (School Improvement Officer)  
Mrs M Rogers (Observer)

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

Apologies for absence were received from Mrs H Newby (consent).

There were no declarations of interest.

#### 687. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following item was notified to be brought up under Any Other Business:

- The Minutes of the Staffing Committee meeting.

#### 688. REPORT FROM THE SCHOOL IMPROVEMENT PARTNER

Mr David Thompson, the School Improvement Partner (SIP) spoke to introduce himself and to explain the role of the SIP. He worked closely with the School and supported them to move the School forward. He had spoken at length with the Head Teacher, Deputy Head Teacher and the Chair of Governors about the performance of the School and created a report in Autumn. The overall effectiveness of the School was good with outstanding features.

Results in National tests at the end of Year 6 were good compared to the national average. Mathematics scores were above the national average and Science was in line with national average results although English results were slightly below average. The boys in the School were out-performing the national average. Personal development was good to outstanding, the children felt safe at School and were learning about adopting a healthy lifestyle.

Previously, attendance was an issue but now it was at the national average. The children were enjoying School and wanted to attend.

Mr Thompson described his first visit to the School. He was impressed with the learning happening in the School, it started when the children came into School and continued all day even during break-times. The School curriculum was good with outstanding features.

Mr Thompson's 4 recommendations for the School were:

1. "Don't take your eye off the ball". This related to the new build – do not let it take time away from learning.
2. Improve Writing levels in School.
3. The SEF needed to be updated. It needed to be concise with recent and relevant examples.
4. Share good practices with others, for example, the strong points of the School, Mathematics, Boys achievement, Support staff in school.

The Governors were asked if they had any questions or comments. It was noted firstly that the staff needed reassurances regarding the new build plans. Morale was crucial.

Mr Thompson was asked about sharing the successes. Would this create work for the Head Teacher and staff. How would the School go about sharing successes. He explained that allowing people to observe the School could do this. Staff members could attend network groups. Mrs Goodswen described ways in which this was already being done.

Mr Thompson left the meeting at this point. He was thanked for attending. The Governing Body was pleased with his comments. They discussed the possibility of sending out a newsletter to parents with the main points of the report in it.

#### 689. REPRESENTATION

The following matter of representation was noted:

##### Appointment

| <u>Name</u>                       | <u>Category</u> | <u>With Effect From</u> |
|-----------------------------------|-----------------|-------------------------|
| Mrs P M Shelton<br>(Re-appointed) | LA              | 11.12.07                |

#### 690. MINUTES OF THE MEETING HELD ON 29 NOVEMBER 2007

RESOLVED: That the minutes of the meeting held on 29 November 2007 be approved and signed by the Chairman as a correct record.

#### 691. MATTERS ARISING

There were no matters arising.

#### 692. REINSTATEMENT OF BEEF ON SCHOOL MENUS

At present, beef was not on the menu at the School. After a brief discussion, a proposal was made and seconded to re-introduce beef to the menu. There then followed a discussion regarding the involvement of parents in the decision. An amendment was raised and seconded. It was agreed that parents would be consulted on the issue and then at the next Governing Body meeting a decision would be made.

#### 693. SERIOUS FOOD ALLERGIES

The food allergies were discussed and included in the Medicines policy. (See Minute 694).

694. HEADTEACHER'S REPORT AND GOVERNORS' QUESTIONS(a) **Deletion – See Minute 700**(b) Kirklees School Improvement Policy

Schools had been put into groups according to the required level of support. These ranged from a level 1 to level 6, level 6 being the lowest level of required support. Stile Common had been graded as level 6 meaning they would get the lower level of support. A good or outstanding Ofsted report meant the School would receive a higher grade.

The second point raised was regarding Child Protection. More staff needed to be trained to attend Child In Need meetings and liaise with professionals informing them of how the School was working to help the child and feedback to the School from the meeting. The School was looking at extending the hours of some members of support staff to enable them to undertake this duty.

Mrs Goodswen was thanked for her report.

(c) Budget

At this point the budget was tabled. Mrs Goodswen noted that there had been an overspending on Claiming teachers and explained that this was due to paying for an ICT teacher and also a Year 6 Support Worker to come in one and a half days per week each. Also, prior to Christmas there had been a period when the School extended the number of classes. This led to extra payments being made before the staff member was given a contract. Mrs Goodswen was happy with the budget.

(d) Policies

Various policies were now discussed.

(i) The Whole School Pay Policy.

The Governors took time to read this and agreed that it could be taken to the staff for consultation.

(ii) The Literacy Policy.

This had been updated and the policy was agreed.

(iii) The Medication Policy.

This included the Serious food allergies (Minute 693 refers). This policy was again agreed.

(iv) The Educational Visits Policy.

A clear policy was needed to cover all possibilities. Mrs Goodswen noted that educational visits were essential to children. Point 3 on page 6 would need to be amended. The policy was agreed with a view to the amendment.

(v) The Modern Foreign Languages Policy.

This policy was again agreed. Mrs Goodswen noted that it was proving very popular as all the pupils were starting at the same level.

(vi) Awareness Policy for Governing Bodies

A brief discussion followed regarding the Good Practice in Developing an Awareness Policy for Governing Bodies. This had been discussed at a previous meeting. It was decided that the report would be re-distributed prior to the next meeting and discussed then.

695. REPORTS FROM COMMITTEES

There were no reports from committees

696. GOVERNOR TRAINING AND GOVERNOR VISITS

There had been no Governor training or visits to discuss.

697. EDUCATIONAL VISITS

There were no educational visits planned for the Governing Body to approve.

698. ANY OTHER BUSINESS

Staffing Committee Report

The minutes of the Staffing Committee had been discussed at an earlier point in the meeting.

There was no further business.

699. DATES OF FUTURE MEETINGS

RESOLVED: That the next meetings of the Governing Body be held at 7.00 pm at the School on:

Thursday, 8 May 2008

Thursday, 3 July 2008

Thursday, 9 October 2008

700. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That Minute 694 (a) be excluded from the copy to be made available at the School.