



ROGATE C.E. PRIMARY SCHOOL

FGB

Tuesday 4th July 2017

5.00pm

PRESENT	PRESENT	APOLOGIES
Mrs Verona Hall <i>Chair</i>	Mr Max Harwood <i>Co-opted Governor</i>	Mrs Fiona Dix <i>Associate Governor</i>
Rev. Edward Doyle <i>Ex Officio left 6.10pm</i>	Mr Chris Hawker <i>Associate Governor</i>	Mr Neil Ryder <i>Co-opted Governor</i>
Ms Amy O'Toole <i>Head Teacher</i>	Mr Max Harwood <i>Co-opted Governor</i>	
Mrs Stephanie Garwood <i>Staff Governor</i>	Mr Matthew Wright <i>Vice Chair</i>	
Mrs Rita Roach <i>Foundation Governor</i>	Mrs Hannah Pasfield <i>Parent Gov</i>	

IN ATTENDANCE
Sarah McCarthy <i>LA Clerk</i>

ITEM	MINUTES	ACTION
1	The meeting opened at 5.05pm .The Chair welcomed everyone to the meeting. Apologies were received and accepted from Mr Neil Ryder and Mrs Fiona Dix. The Chair also explained that since the last meeting Mrs Louise Stevenson had tendered her resignation as of 26.06.17. The clerk will inform the Local Authority who may also suggest someone for the position. If Governors are aware of any person who may be suitable, they can also be recommended to the LA.	Action Clerk
2	There were no details of pecuniary interests declared.	
3	<p>MINUTES OF THE PREVIOUS MEETING AND ACTIONS</p> <p>Actions:</p> <ul style="list-style-type: none"> • Survey Monkey with link on school website COMPLETE • HT report to be posted to GVO COMPLETE • A condensed version of Pupil Premium spend created for school website ONGOING • Flyer to be created for marketing purposes COMPLETE • Parent responses to be collated COMPLETE <p>The minutes of the previous two meetings on the 23.05.17 and 20.06.17 were circulated and all present agreed that they were an accurate representation of the meeting and were duly signed by the Chair.</p>	
4	<p>HEAD TEACHER VERBAL REPORT</p> <p>The Head Teacher gave a verbal report as follows:</p> <p>Current NOR: 68 Bullying and Racist Incidents: None Exclusions: One informal internal exclusion Attendance: 96.97% (above national)</p> <p>Current Happenings:</p> <ul style="list-style-type: none"> • Transition programme is continuing for new Year R. All parents and children positive. • Transition day for all pupils took place last week and was a success. 	

Signed
 Chair of Governors

Date



ROGATE C.E. PRIMARY SCHOOL

FGB

Tuesday 4th July 2017

5.00pm

	<ul style="list-style-type: none"> • Year 2 and Year 6 have had sports days at The Petersfield School. • Forest School education has been taking place for all classes. • Year 6 have had a Leaver’s service at Chichester Cathedral. • SLT have undertaken a learning walk and are developing a list of non-negotiables for all classes next year. • Additional support and observations have been put in place for teachers identified as being of concern in the Ofsted and Christine Jones reports. • Money was received from West Sussex for the windows: £11,467.45 • First part of PE and Sports grant has come down and is being used in part to buy PE storage. • Top up funding for child with EHCP has been received: £3,300 • Emergency Plan has been updated. <p><u>Assessments and Data:</u> EYFS: 82% of pupils made GLD (9/11 pupils) Year 1 Phonics: 80% of pupils passed the phonics screening (8/10 pupils) Year 2 KS1 Data: 93% of pupils Met Expectations for Reading (SATS) (13/14) 71% of pupils Met Expectations for Writing (TA) (10/14) 78% of pupils Met Expectations for Maths (SATS) (11/14)</p> <p>KS2 Data: 50% of pupils Met Expectations for Reading (SATS) 75% Met Expectations for Reading in Teacher Assessments. 75% of pupils Met Expectations for Writing (Officially moderated Teacher Assessments) 87.5% of pupils Met Expectations for Maths (SATS) 75% of pupils Met Expectations for SPaG</p> <p>Notes: Every child in Year 6 equates to 12.5% in these percentages. There are 3 children on the SEN register in this class of 8 pupils. One child who Met for Maths, Writing and SPaG has an EHCP.</p> <p>Q Were any of the pupils that did not make the Reading Standard on the SEND register or PP? A Yes. 3 out of the 4 that did not make KS2 Reading are on the SEND register. 1 has an EHCP. However, all PP children in Year 6 made expectations.</p> <p>Governors thanked the HT for her report and had no further questions.</p>	
5	<p>PUPIL PREMIUM AND SEND REPORTS</p> <p>Mrs Garwood had previously asked the Governors if SEND and PP report could be moved to the first meeting in September as the end of year internal assessment data will not be ready until then. The class teachers will be administering the tests in the next 2 weeks. Consequently time will needed time to analyse the data and meet with Hannah Pasfield, SEND/PP Governor, and the HT.</p>	<p>Agenda Autumn 1</p>
6	<p>FEEDBACK FROM NURSERY TASK-TO-FINISH GROUP</p> <p>Due to time constraints this will be discussed in the Autumn 1 meeting.</p>	<p>Agenda Autumn 1</p>
7	<p>FEEDBACK ON UNIFORM</p>	



ROGATE C.E. PRIMARY SCHOOL

FGB

Tuesday 4th July 2017

5.00pm

	<p>The Chair informed the Governors that the meeting had taken place for Governors to look at the parents responses to the proposed uniform change and discuss the next steps. Mr Ryder had circulated details of this meeting on the GVO. After Governors had discussed the parent views and taken all arguments into consideration it was agreed that the uniform would change to the following:</p> <ul style="list-style-type: none"> • Blue blazer • Tartan kilt OR grey trousers OR grey shorts • White stiff collared shirt (long or short sleeved) • Forest green v necked jumper (not sweatshirt material) • White socks (girls summer) • Grey socks (boys) • Green tights (girls winter) • Black school shoes (no trainers) • Tie (the colour of this to be determined) <p>5 Governors voted in favour of adopting the new uniform, 1 Governor abstained. The HT and SBM will produce order forms to be sent out to all parents, and will continue to investigate the appropriate colour of the tie.</p>	<p>Action HT/SBM</p>
<p>8</p>	<p>ACTIONS ARISING FROM OFSTED Due to time constraints this will be discussed in the Autumn 1 meeting.</p>	<p>Agenda Autumn 1</p>
<p>9</p>	<p>AOB</p> <p>a) Nominations for the post of Chair of Governors and Vice Chair will need to be sent to the Clerk by 25.07.17. A meeting to vote in the Chair and Vice Chair will be arranged for the Autumn Term.</p> <p>b) Mr Harwood explained that woodland trust may be in contact with the school to discuss the maintenance of Garbetts Wood that the school currently use for Forest school.</p> <p>c) Mrs Harrison-Roach brought up the subject of communicating via email. The Chair noted that there were profound concerns over comments in two emails. The Governors were unanimous in agreeing that this behaviour falls far below the Governors Code of conduct and should not be happening. It was agreed that the Code of Conduct will be re-signed at the first meeting back in Autumn 1. A discussion followed around the appropriate nature of communicating between Governors and also with the school. The Chair agreed to contact absent Governors regarding email protocols.</p> <p>d) The Clerk tendered her resignation effective four weeks from today. All Governors expressed their sadness, and thanked her for all her hard work for the Governing Body.</p> <p>e) Mr Hawker and Mr Ryder attended the Diocese of Chichester Academy Trust conference.</p>	<p>Action Clerk</p> <p>Agenda Autumn 1</p>



ROGATE C.E. PRIMARY SCHOOL

FGB

Tuesday 4th July 2017

5.00pm

	f) Mr Ryder attended a day course on HT performance Management, as well as a health and safety course and half a day monitoring visit with Mrs Garwood for EYFS.	
10	MEETING DATES A proposed schedule of meeting dates had been previously circulated for Governors. All agreed to the dates, clerk to add to the GVO calendar.	Action Clerk
	The Chair thanked everyone for attending and the meeting closed at 7.45pm	

TABLE OF ACTIONS

ITEM	ACTION	BY WHOM	DUE DATE
1	Clerk to notify LA of resignation of Mrs Stevenson	Clerk	COMPLETED
3	Condensed version of Pupil Premium spend for website	SGa	25.07.17
7	Order forms for new uniform to be sent to all parents, including new intake.	HT/SBM	ASAP
7	Continue to investigate possible tie choices of tie and feedback	HT	ASAP
8	Collate nominations for Chair/Vice chair and organise meeting date.	Clerk	25.07.17
10	Meeting dates for 2017-18 to be added to GVO calendar	Clerk	25.07.17

AGENDA ITEMS FOR NEXT MEETING

Pupil Premium and SEND Reports
Feedback from Nursery Task-to-Finish group
OFSTED action plan
Governor Code of Conduct

Signed
Chair of Governors

Date