



St Peter's Church of England Aided School

Minutes Full Governing Body Meeting

Date: 12 December 2018 Present: Bindu Arjoon (BA), Stephen Bright (SB), Steve Champion (SC), Caroline Harding (CDH), Karen Hayes (KPH), Kathryn Hough (KH), Ali King (AK), Karen Leach (KL), Trevor Mills (TVM), James Moore (JM), Rachel Oliver (RO), Phil Randall (PJR), Jenine Searle (JS), Joanna Webb (JW)

Time: 5.30pm Absent with apologies: Jessica Hicken
Martin Burt (MPB) – Deputy Headteacher

Venue: X65 In Attendance: Nicky Ferguson (NLF) – Assistant Headteacher
Andrew Hubbard (APH) – Assistant Headteacher
Susan Hills (SUH) – Assistant Headteacher
Suzanne Power (SP) – Clerk to Governors

Agenda Item	Discussion	Action by
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1. **Confirmation of Governor Appointments**

Governors approved the appointment of Stephen Bright (LA Governor) and James Moore (Foundation Governor) to the governing body following their recent meetings with PJR.

SB and JM joined the meeting.

Governors noted that new Parent Governors appointments do not need to be approved by the governing body.

2. **Welcome**

BA welcomed new governors and introductions were made. BA also welcomed SUH to her first FGB meeting.

New governors were invited to consider whether they would like to have a governor buddy to support them. Further consideration will be given as to the most appropriate formal induction for new governors.

New governors were allocated to committees as follows:

SB – Business Services

Governors were reminded of the need to declare any conflict of interest and the expectation that confidential matters will not be discussed outside of the meeting.

Governors were asked to sign to confirm that they have read the latest DFE Keeping Children Safe in Education document. The Safeguarding refresher will be rescheduled for a later date.

3. **Prayer**

4. **Present, Absent and Absent without Apologies**

Apologies given and sanctioned from Jess Hicken due to other commitments.

5. **Minutes of Meeting dated 2 October 2018 and matters arising**

Minutes of the meeting dated 2 October 2018 were approved as a true record subject to amendment of one initial.

Matters Arising:

Item 11 – this will be discussed at a future Standards Committee.

6. **Ofsted Update**

PJR updated governors on a recent presentation he and MPB had attended on the new Ofsted framework which will be in place from September 2019.

There will be an emphasis on looking at the curriculum in the new framework and as such PJR feels the school is well prepared as the curriculum is reviewed annually and changed in accordance with the needs of particular cohorts.

PJR advised that the school could potentially have an Ofsted visit this academic year but he feels that, with 4 years of strong data, an emphasis on character education and a strong pilot SIAMS, that the school is well placed. Ongoing curriculum changes are undertaken in order to ensure the best outcomes for all students and not because this is what Ofsted is likely to be reviewing. The focus for the school is not just around data but data is vital to drive improvements for the most disadvantaged and least able. SLT is focused on driving improvements in these areas with the resources that are available.

Governors questioned whether PJR felt it appropriate for the school to volunteer for a pilot Ofsted under the new framework. PJR feels that this would be a good learning opportunity for the school but this would need to be carefully considered and managed. Governors questioned whether a pilot Ofsted would take place in the window where the school could expect a SIAMS inspection. PJR felt that this could be possible.

Governors questioned what would be required of them and what they would be expected to know if Ofsted inspects under the current framework. PJR and NLF will prepare some information around exam analysis, red priority areas and specific actions and outcomes, which will be in a more condensed format than the information governors

currently receive and analyse for committee and FGB meetings. This will be ready for governors to look at by the next Standards Committee in January.

BA questioned how many governors had previous experience of Ofsted either at St Peter's or at another school. Governors felt that they could approach an inspection on the front foot as they are all well aware of where there are gaps and would be able to give an honest account of current strengths and weaknesses.

PJR/NLF

7. Curriculum Decisions

PJR reported that the documents circulated to governors had already been considered by Provision Committee. PJR feels that in order to deliver 'life to the full' for everyone' the governing body need to consider some bold proposals to make a difference for all students.

SUH outlined the findings of her recent audit of where the school is in terms of delivering a curriculum suitable for low prior attainers (LPA). SUH is teaching a Year 7 fast track English group and has also been observing these students in other lessons to see how they are accessing the curriculum. Both SUH and APH have noted that with the changing demographic in the school and across the city that there is a real need to re-evaluate the curriculum particularly as some students are coming into Year 7 who are not secondary ready with reading age of 5. By putting these students on pathways that they are not ready for, such as history and science, they are currently not making any progress. Some of these students face multiple barriers to learning and they require an adapted curriculum which will give them foundation skills to access curriculum pathways.

Governors questioned whether there are rising levels of students coming into Year 7 with low literacy levels and whether the school is speaking to primary schools to look at trends. APH confirmed that discussions take place with some of primary schools. Many students also come to St Peter's with complex needs who do not have an Education Health Care Plan in place. The school often has to initiate EHCP applications which should have been in place previously. These take a huge amount of time and resource to put in place.

Governors noted that Provision Committee had made some of the decisions regarding the proposals, due to the need to implement some changes prior to Options launch.

Governors agreed to support the proposals at item 3 and 4 subject to funding. This will need to be analysed at Business Services in January taking into account whether the school will receive increased funding when National Fairer Funding comes into place.

**Bus. Serv.
Committee**

8. Data Analysis

Governors agreed that a further session on interpreting data from the IDSR would be helpful. It was agreed that governors will continue to receive data in the current format unless they request anything different.

PJR/NLF

Governors reviewed the IDSR for the most recent GCSE results noting that the data has not yet been validated.

Governors questioned what is in place to secure improvements in English for HPA. The English department has taken action and improvements have been seen across all areas. There was a GCSE downturn last year consistent with the particular cohort. It is felt that

English is moving in the right direction but is still underperforming when compared to Maths.

Governors questioned why there has been a slight dip in Science data. This will be discussed in depth at the next progress meeting.

Governors noted that MFL has moved to quintile 2 and questioned whether this data is secure. The new MFL Head of Department is exploring this and moderation will be taking place within the department. Governors requested that an update on moderation be brought to the next FGB.

Governors noted that NLF is very confident that all the red priority areas have been correctly identified and will bring follow up information on these to governors in the new year. **NLF**

9. Headteacher Appraisal and Staff Pay Reviews

BA reported that the Headteacher appraisal has taken place. BA, RO and TVM have met with PJR and the School Improvement Partner to agreed targets. These will be used as a basis for PJR to formulate targets for SLT.

BA reported that the Pay Review committee has met to make decisions on Teacher Pay increases based on recommendations from PJR.

10. Headteacher Report

PJR outlined the key highlights:

There have been a record number of applications for normal round admissions to St Peter's – approximately 500 applications for 261 places, although it is not known at this stage whether the 500 applications are first or second choice. This is very good news for the school budget.

E Parent is closing down and the school is actively looking for a new messaging system to replace it. Governors were given assurances that a new system will be put in place and different options are currently being explored. **PJR**

There are support plans in place for the red priority subjects and governors at Standards Committee will be updated on interventions and outcomes. **PJR/NLF**

11. Committee Chairs Update

Provision Committee (KH):

Forest School will not be pursued for the time being.

SLT will continue to explore the possibility of shortening the school day

Learning Enrichment Week has had very positive feedback and Provision governors have been updated on the impact of this week for students.

Admissions Panel (KL):

Governors Admissions Panel members have examined a number of applications where Foundation category or Exceptional Medical need category have not initially been straightforward and have made decisions accordingly.

12. **Policy Review and Approval**

Governors agreed to approve the Pay Policy.

Governors agreed to approve the Exclusion Policy subject to looking at the proposed changes supplied by Jess Hicken. Governors noted that the Provision Committee has already considered the Exclusion Policy in its current format and recommended it for approval.

PJR

13. **PFI Management Partnership Agreement**

Governors agreed to approve the PFI Management Partnership with Ted Wragg Trust noting that they had been given the opportunity to hear from Josie Medforth and are clear about the budget implications.

14. **Governor Participation in School Activities**

PJR outlined the purpose of the Assuring Quality Visits for governors and future dates will be recirculated in due course.

SP

PJR invited all governors to the upcoming Carol Service at Exeter Cathedral.

15. **Committee Terms of Reference**

BA requested that each committee review their terms of reference.

ALL

16. **Appointment of Governor with responsibility for Children in Care**

Governors noted the content of the letter from Devon County Council and BA requested governors consider whether they would like to take on this responsibility before the next FGB in February.

ALL

17. **Safeguarding**

Nil

18. **Review of Governor Vacancies**

BA requested that PJR look at the membership of the governing body and make recommendations with regard to the need for reconstitution.

PJR

19. **Urgent Emerging Items**

Nil

20. **Date of Next Meeting – 6 February 2019 - Room X65**

Meeting Close – 7.40 pm

Distribution: Governors, Martin Burt, Rachel Gage