RIVERSIDE PRIMARY SCHOOL

MINUTES OF STANDARDS & WELFARE COMMITTEE

HELD ON FRIDAY 16 OCTOBER 2015

AT 9.15AM

Present: Hilary Sanders (Chair), Terry O'Regan (Vice Chair), Kim Williams (Headteacher), Helen Maxwell, Trish Burr, Jacob Bell.

Also present: Cheryl Baxter (Medway Clerking Service)

Item		Action by/when
1.	Welcome & apologies The Chair opened and welcomed everyone to the meeting. Apologies were received and accepted from Joy Jearum. No apology was received from Katie Sloman who may be unwell.	
2.	Declaration of Business Interests No changes have been made.	
3.	Election of the Standards & Welfare Committee Chair Hilary Sanders was nominated and unanimously elected as Chair. Trish Burr will shadow at a later date when her commitments allow.	
4.	Notification of any other urgent business Gun Wharf Accountability meeting Update on staffing – recruitment discussed in AOB "Get Medway Learning" launch. A new campaign was released yesterday aiming to improve the standards of Teachers, Governors and Schools. It had been mentioned at the Headteachers' briefing but no other information is yet available.	
5.	Minutes of the previous meeting Minutes were not available. Chair will raise with head of Governor Services at Medway Council. This item will be brought forward to the next FGB on 10 November.	Chair
6.	 Children's Centre – update from CC Governor The first Advisory Board Review meeting was very productive and the report will be available on the GovernorHub before the next FGB. The Terms of Reference had been reviewed and copies will be available for the next FGB meeting. The Chair commented that there needs to be evidence through progess of the impact of the centre and was advised that there is evidence through the Personal Social and Emotional development of the children. There is Nursery support in place in readiness for school transition. The Governors asked if there was any benefit on asking children's librarians to come into the school and noted that the Library is coming into the school for an assembly next term and arrangements are being made for the school children to visit the library. Jacob will liaise with the Children's Centre Manager. 	

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	• The new SEF is in a draft version having moved away from the Ofsted Framework SEF and is now based on the school format. Some data needs to go back to the team for their input but it is now a more manageable working document.	Jacob
	The Governors agreed to a Governor Action Plan for the Children's Centre as part of the bigger action plan. They discussed peer reviews with outstanding CC's looking at what they do differently and it was agreed that later this year/early next year a smaller centre will be invited here to do a peer review on us. Comments were noted that visits have been made to outstanding centres both inside and outside of Medway but these are much larger centres and those that have been matched have visited us to adopt our best practice.	Dec/Jan Peer Review
	 An alternative to peer review is to explore inviting an ex Ofsted inspector to visit. The Headteacher is booked on Leadership & Governance training on 4 November. Volunteers' Questionnaire is available at exit interviews to get feedback on how we compare to other centres and what we offer them if they have volunteered in other centres. 	
7.	End of 2015 standards	
	The Governors discussed this at length using a visual aid comparing statistics for 2014 and 2015 and acknowledged that	
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	 There was clear evidence that EYFS was a success story There had been a drop in reading standards at the end of KS2 for 2015. The headteacher provided the reasons for the drop related to specific needs and circumstances of children. 3 teachers joined the school team in September 2015 following some staff changes during 2014-2015. This has given an opportunity to move teachers to different year groups placing teachers where they can have most impact. The Headteacher expects nothing less than good teaching. Two NQT observations are reported as good, one at KS1 and 	
	 at KS2. Good news – free school meals and disadvantaged pupils standards have improved significantly from last year. 	
	Governors commented that they are not complacent and will still keep pushing HT and the team. They stated that they want the middle and lower attainers to be focused on. They also acknowledged there have been some significant gains to recognise.	
	• There had been a drop of 5% below the national median in reading but this equated to less than 1 child. It was agreed it would be helpful that the top of the data page would include the breakdown per child in percentages in future. The Chair will meet with the Headteacher to prepare a crib sheet detailing the number of children in percentage terms as helpful prompts	Chair & Headteacher
8.	Current standards for FS through to Y6, led by the HT	
	Attainment Overview of Term1 Data 2015-2016 sheets were handed	

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	out at the meeting and was a draft only as it is very early data.	
	All year groups are working to the assessment without levels	
	 All year groups are working under the new standards curriculum 	
	 Do not have the breakdown of groups yet. 	
	 Pupil progress meetings will not take place until the first week 	
	back after half term.	
	 Rising Stars tests have been completed in the last two weeks Historically there have been issues with children lacking test 	
	resilience, regular short Rising Stars tests should be helpful in	
	addressing this. Teacher assessments will be considered with	
	 the test results. Each child is worth about 5%. Current picture in terms of Attainment only, end of year targets 	
	for every year group is around 85% in line with Medway's expectations.	
	Current year 6 we have done a very aspirational end of year	
	target. We have a focus group of children nowhere near where they should be at the moment but have been included in that	
	73%. However they are a small cohort and subject to change across the year due to inward mobility.	
	Currently having to provide cover for year 6 because a teacher	
	is absent but plans have been put in place to protect the learning and in addition a timetable is in place for when the	
	teacher returns to continue to protect the learning during a	
	phased return.	
	 After half term a timetable is proposed for intense work on the focus children supporting in Maths and English. This push will 	
	have an impact on progress too but this is the first year of new	
	test assessments and the progress measures will not be	
	released until after the tests results are out. It was felt however	
	that sufficient progress will be made.	
	The Chair commented that we are not a coasting school in view of the	
	improvement in reading and writing 2 years ago and writing this year to	
	be above the median. What seems to be a grey area is whether all 3 subjects are included and the school may have to go to DfE directly for	
	clarification.	
	The two measures where progress is critical are:	
	National Floor Standard and Coasting School Standard Floor Standard.	
	It was recognised that the school is one of the better performing	
	schools for specialist provision in the Medway LA.	
	Governors asked for a breakdown of information for year 5 - What	Headteacher
	profile do we have when they left KS1 where they are currently and	by the FGB meeting or
	what are we doing if we need to accelerate them now?	before
	The Governors acknowledged the very good news there are two 11+	Christmas
	successes from the current year 6 and recognised the positive	
	progress across KS1 in Year 2.	
9.	Welfare – update from HT on social care engagement with school	
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	 school this term. A complaint had been made against a SW for non-closure when leaving a CLA child and since then there had been a slight improvement in the quality offered by a social worker attached to CHIN. A CP case has left the school and the HT was no longer involved in the case and unable to attend the conference. No DCPC meeting had taken place yet. Going forward a table will be prepared detailing how many referrals were made, a lot are low level Social Services engagement. The table will include PREVENT information but PREVENT referrals have been made. It was noted that all staff and Governors have had PREVENT training and received certificates. Welfare, Social Services and Safeguarding. The case files will now be quality assured to make sure they are of a good standard and have all the information. A sample case file will go to the next DCPC meeting. 	
10.	Confidentiality No matters of a confidential nature were discussed.	
11.	Any Other Business	
	GW accountability meeting: The Headteacher and Hilary Sanders had attended a positive meeting with Pauline Madison (interim AD for Children Services).	
	Discussions took place regarding what has been done to improve maths and what is being done to support Year 5. Also that a mock inspection is being sought as part of the Headteacher's performance management.	
	Gun Wharf will source someone who is inspector trained for a peer review.	
	The school, staff and Governing body are Ofsted ready and are committed to getting standards up. There were no recommendations that the Headteacher could do any more and the school will not be receiving a warning letter.	
	Pauline Madison and Sarah Hall are to visit the school.	
	Chair queried data sharing regarding Councillors on O&S Committees. If data is presented at a public meeting and a FOI request is made will the school data be handed over? This has been referred back to legal and Chair has written stating the form will not be returned until the pro- forma has been seen and shared with other governors for an open discussion.	
	Staffing update:	
	A new Office Manager has been appointed. Her start date is the Monday after the current Office Manager leaves therefore there is no hand over She has a wealth of experience in corporate administration.	

	Chair has given apologies for the next meeting of resources committee.	
	Meeting closed at 11.05am.	
12.	To confirm date and time of next meeting: 10 February 2016 @ 3.45pm	
	An Annual Survey based on Ofsted questions is being handed out at the next Parents Evening on 12 November.	
	The Governors asked if anything needed to be added into the H&S policy but were satisfied that this was not necessary. All first aid training is up to date.	
	The Governors were concerned if the pond area is safe The pond is covered and fenced but quotes for gates is being investigated and signage is in place. Governors will inspect the sensory garden and the pond for safety	Governors Health & Safety visit
	The Governors were satisfied that prompt action had been taken. The wasps nest has been removed and it was agreed that the Governors would not have found the nest on their site visit unless it had been disturbed.	
	The parents involved were very supportive of the Headteacher and appreciated that they are responsible for their children when they leave the school and that they should not have been in the sensory garden.	
	The Headteacher dictated a statement about the wasps that was sent out to all the parents that evening and was also put on the school website. The Headteacher also responded to a Governor's email the same evening. The following morning an A3 sheet of information was available at the school gate entrance.	
	Wasps - Some parents and Early Years children had disturbed a wasps nest in the sensory garden after school hours and had been stung. The Headteacher immediately brought them into school for treatment and she praised all her staff as amazing as they stayed to help with the situation and provide refreshments.	
	FS this year have been offered that they can trial a baseline assessment. "Early Excellence" have been chosen.	
	An induction package is in place, SIMS training has been arranged as has shadowing the Business Manager/Office Manager at Thamesview. Nicole will work with her. For her first 2 weeks the two part-time staff will work full time. Governors agreed that robust training and induction is in place.	