RIVERSIDE PRIMARY SCHOOL

(Part of the Rainham Mark Education Trust)

MINUTES OF THE STANDARDS AND WELFARE COMMITTEE

HELD ON TUESDAY 12 JUNE 2018

AT 3.45pm

Present: T Scott (Chair), D Brockman, H Maxwell, K Williams (Headteacher)

In attendance: Cheryl Baxter (Clerk)

Item	Main discussions and agreed actions The meeting was quorate. Welcome and Apologies		Action by/when
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	1.1	The Chair welcomed everyone to the meeting. Apologies were received and accepted from H Robson.	
	1.2	L Singleton had resigned as a Governor due to personal commitments. The Chair had accepted her resignation and thanked her for her contribution to the Governing Body. In addition H Maxwell would not continue as a Governor when her term of office ended in August. Currently there was one Co-opted Governor and one Parent Governor vacancy. D Brockman was meeting with a potential Co-opted Governor tomorrow who it was hoped would be in place by the end of term. After a discussion it was agreed that Parent Governor elections would be postponed until the school had sent letters to the parents of the new intake of children starting in September. H Maxwell would also informally talk to parents in her role as Parental Engagement Governor.	
2		tions of Interest	
	No addi	tional declarations were made.	
3	Notifica	tion of any other urgent business	
	3.1	Chair: Interim Whistleblowing and Safeguarding Governor	
	3.2	H/T: Advised there was an additional agenda item to follow her verbal update in item 5	
	3.3	Chair: RMET Audit Committee representative	
4	Minutes of the meeting held on 20 February 2018		
	4.1	Approval for accuracy The chair signed the minutes as a true record.	
	4.2	Matters arising:	

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		4.2.5 The talk on Blue Sky training for staff and Governors would take	
		place when TPS's Deputy Headteacher's placement had been arranged.	
		4.2.8 The Chair reminded Governors to link monitoring visits with the	
		previous year to ensure links between reports and action plans for	
		reflection in the SDP.	
	4.3	Confidentiality	
		No items were recorded.	
5	Headtea	acher's verbal update	
	5.1	Y6 SATs went well and all the children attended. Special consideration	
		had been applied for and granted for 5 children.	
	5.2	KS1 SATs went well and Maths Mastery showed a good impact on the	
		results. The results were teacher assessed and the SLT would moderate	
		the judgements. All KS1 work was moderated in Maths and English and	
		the results were in the process of being moderated.	
	5.3	There were 31 children in Yr1 and Phonics checks were taking place this	
		week.	
	5.4	An NQT had decided not to return after half term due to health reasons.	
		She was grateful for all the support she had received from the school and	
		thanked the Headteacher for the support she put in place for her.	
	5.5	A discussion on staffing was confidential.	
	5.6	The Biodome had not yet arrived but the decking was in place.	
	5.7	The new build 'finishing off' team meeting would take place tomorrow.	
	5.7	The Nursery and 2 Reception classes would occupy the ground floor and	
		the upper floor would be shut off for the time being.	
	5.8	The school hall expansion was going ahead and bids were out to tender.	
6		ntions and Impact	
0	6.1	An evaluation was being carried out for a strategic overview for the best	
	0.1		
		value for money and best interventions going forward. Tiger Troops	
		programme for Yr 5 would continue as it supported good attitudes to	
		learning and the impacts in class had been evidenced by the children's	
		resilience and relaxed attitude towards challenge. Following a discussion	
		on parental engagement it was agreed that the school would contact	H/T
		parents during the Autumn term to gain feedback on the impact of the	
		children's behaviour and attitudes to learning at home.	
		The test results and pupil progress were also being assessed for groups	
		such as PPG, vulnerable group and middle attainers. There was a mix of	
		high needs children that had been successfully integrated into	
		mainstream school and Individual children that had been able to spend	
		more time in the classroom due to the dog therapy were being	
		evaluated. Governors asked the Headteacher to bring evidence of the	Н/Т
		PPG spend to the LGB meeting in July.	
		Governors noted they were already evidencing the impact of PPG	
		financial spend by scrutinising and challenging the data that was	
		provided at meetings.	
		The Chair added that Governors wanted to create a culture of continued	
		improvement in the school and for constant progression.	

	6.2	D Brockman would make arrangements with the Attendance officer to monitor attendance records and the proactive systems in place to feedback at the LGB on 10 July.	DB	
7	Governo	or Visits and monitoring feedback		
	7.1	The Chair referred to the CEFM April update regarding the designated teacher for looked-after children statutory guidance. The Headteacher was the lead designated teacher supported by the Inclusion Manager and both had attended training last week.		
	7.2	The H/T advised that E-safety was referenced in the school newsletter sent out every third week. A poster for parents was in Reception as part of the school's continued commitment to raising awareness of e-safety. An on-line safety log was also available.		
	7.3	The Chair made reference to the Mathematics at KS2 and KS3 article in the CEFM update in April. He had visited the school during Maths week and noticed that peer learning was encouraged. He was very impressed that children were forming friendships with children across the different year groups.		
	7.4	SENd update. H Maxwell would update at the LGB meeting on 10 July		
	7.5	IQM review. H/T was evaluating the action plan and targets were being sent off.		
	7.6	The H/T made Governors aware that Ofsted were developing an even sharper focus on the curriculum for the 2019 inspection framework. 3 key questions were based on Intent (what are you trying to achieve through the curriculum), Implementation (how is the curriculum being delivered) and Impact (what difference is our curriculum making). Governors were advised to check The Key for some useful documents. The Clerk would post on Governorhub the KeyDoc of questions Governors could be asked during an Ofsted inspection. Latest NGA updates: There could be 2 day Ofsted inspections for schools using the data to capture schools that could potentially change grade.	Clerk	
	7.7	Governors reminded the Headteacher to make sure she was getting a good work/life balance and stated they appreciated all that she was doing for the school.		
8	Governo	ors Awards ceremony: 2 July at 6pm		
	8.1	It was agreed that if the new potential Governor (Tracy Wilson) was accepted as a co-opted Governor she would be invited to the ceremony and would be eligible to cast a vote in the various categories. D Brockman would discuss during his meeting with Tracy tomorrow. S Carter, J Bell, D Brockman, T Scott and K Murray had confirmed their attendance.		
9	Trainin	Training and CPD		
	9.1	D Brockman confirmed that J Bell was checking the training on Governorhub.		
10	Any Oth	ner Business		
	10.1	D Brockman agreed to be the interim Whistleblowing and Safeguarding Governor until a permanent Governor was in place.		

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	10.2	A representative from Riverside governors was required to attend RMET	
		Audit Committee meetings. It had previously been agreed that this could	
		be on a guest arrangement and the Chair would contact K Murray as a	
		possible audit committee member.	Chair
	10.3	H/T: Governors were invited to attend the Staff Development day in the	
		morning of 22 June. Clerk to post invitation on Governorhub.	Clerk
	10.4	The H/T tabled the DfE Benchmarking report Card which is filed with	
		these minutes. Comparison was made to Richmond Avenue Primary	
		School and although useful there was not enough detail provided to	
		enable a direct comparison. However Riverside was broadly in line with	
		spending and staffing. Benchmarking would continue to be monitored in	
		Resources Committee meetings.	
11	Confidentiality of discussion		
	11.1	5.5 Staffing. This conversation was confidential and recorded in Part 2 of	
		the minutes.	
12	Review of meeting/impact of governance		
	12.1	Monitor PPG funding and the impact of interventions	
		Parental Engagement to gain parents feedback on the impact of pupils'	
		behaviour at home	
		Having awareness during monitoring visits	
		Preparing for an Ofsted inspection	
		Recognising and planning for a need to strengthen our understanding of	
		data	
		Encouraging a culture of continued improvement	
	Dates o	f next meetings	
	Tuesday 13 November at 3.45pm		
	Tuesday 12 March 2019 at 3.45pm		
	Thursday 11 July 2019 at 3.45pm		
ł		eting closed at 5.30pm.	ļ

ACTIONS

Name	Item	Action	By When
Kim	6.1	Present evidence of the PPG spend for the LGB meeting in July	10 July
Kim	6.1	Parental feedback on the impact of learning and behaviour at	Autumn
		home.	term
Dave	6.2	Arrange with Clare M-W to monitor attendance and feedback	20 June
		at LGB on 10 July	
Cheryl	7.6	Post KeyDoc on Governorhub	20 June
Tim	10.2	Contact Karen to attend RMET Audit Committee meetings	24 June
Cheryl	10.3	Post Staff Development Day invitation on Governhorhub.	20 June

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