



**MINUTES OF THE MEETING OF TEMPORARY GOVERNING BODY  
OF GARSTON C of E PRIMARY SCHOOLS  
HELD AT 4.00<sup>PM</sup> ON  
MONDAY 2ND OCTOBER AT THE SCHOOL**

**PRESENT**

K Bayes - Chair  
S Knipe – Head of School  
Cn G Almond  
K Desmond  
S Row

**ALSO PRESENT**

S James – Clerk  
J Nichols – Executive Headteacher

**Action**

**17/62 WELCOME AND OPENING PRAYER**

The Chair welcomed Governors to the meeting and led the opening prayer.

**17/63 PUPIL COUNCIL**

A video prepared by some school pupils was shown to the Governors.

**17/64 APOLOGIES FOR ABSENCE**

Apologies were received from Jon Richardson and Amelia Holland.

**17/65 NOTICE OF ANY OTHER BUSINESS**

The following items were noted for AOB discussion:

- i. Pay Committee Meeting

**17/66 DECLARATION OF INTEREST**

There were no declarations of interest.

**17/67 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were approved as an accurate record with the following amendment:

- i. Steve Row was present at the FGM on 19th June 2017.



**17/68 MATTERS ARISING FROM THE MINUTES**

The following items were discussed from the previous minutes:

- i. Item 17/50 After further investigation the bequeath monies queried by the Governors could not be located .
- ii. Item 17/54 Building work completed over the Summer had been completed satisfactorily. Work was due to commence on the false grass week commencing 18th October and would take place during the school day.
- iii. Item 17/60 It was confirmed that instalment payments had been received.

**17/69 HEAD OF SCHOOL REPORT**

S Knipe had previously circulated a report to all Governors prior to the meeting with the following arising from questions and discussion:



### **a) Attainment**

- 2017 attainment results when compared with 2016 showed an increase in GLD for EYFS, a decrease in all areas for KS1 and an increase in all areas for KS2.

### **Governor Challenge**

Governors asked the following questions:

- i. How accurate are the current results?
- ii. Is assessment broken down and recorded in groups?
- iii. Has the dashboard results been released yet?
- iv. What was the issue in KS1?
- v. Is there a plan in place to ensure the children catch up throughout their time at Garston?
- vi. Is KS1 assessment teacher led and KS2 test based?
- vii. Did the school feel confident in the new appointments?
- viii. Does each class have a TA?

Responses as follows:

- i. The current results show a more accurate baseline, and the next report at the end of term would show a clearer picture of attainment across the school.
- ii. There was currently no breakdown of groups although coaching with TA's was in place.
- iii. Data had been released and was in the process of being analysed.
- iv. Effective moderation and support had not been in place and this was felt to be a truer picture than previous results where inaccurate EYFS data had previously been recorded.
- v. The SDP specifically linked catch up for years 3 & 4, with quality teaching targeted for the whole school. Learning was to be stripped back to basics with streaming and success was already evident. The school was receiving Local Authority training for all staff for Maths and English reading and writing.
- vi. KS1 assessment was teacher based and it was felt that 2015/16 results had been inflated. KS2 was test based and although showed improvement was still not where the school could be.
- vii. There was a culture change at school with positive early signs and consistency from the start of the academic year. Developmental work with some staff was still needed now the school had stability.
- viii. Each class currently has a TA which was felt to be an improvement on the quality of teaching.



### **b) Pupil Premium**

- Work continued with the LA to finalise the Pupil Premium strategy and was to be presented to the Governors at a later date.
- There had been some evidence that top up funding had not historically been allocated correctly and spent effectively.

**SK**

### **Governor Challenge**

Governors asked the following questions:

- i. Could the money spent on PP children be seen?
- ii. How was school ensuring all applicable children had registered for this funding?

Responses are as follows:

- i. Most children in the nursery were disadvantaged with funding provided so PP was easy to show in this area.
- ii. Staff training and work with parents to encourage registration had been completed. The school would now focus on targeting families who had a change of circumstances.

### **c) Safeguarding**

- Safeguarding training had been attended and a new system to record child protection was in place.

### **d) School trips**

- A list of planned school trips was provided and agreed that day trips would be approved by school with residential trips to be approved by Governors.
- It was noted the LA would still be supportive of school trips even when the school became an Academy.

### **e) Policies**

- The following LA policies had been previously distributed and were discussed and agreed by all Governors to adopt.
  - i. Grievance Policy and Procedure for school based staff.
  - ii. Flexible Working Policy and Procedure for school based staff.
  - iii. Dignity at work policy and procedure for school based staff.
  - iv. Teacher Capability Performance Policy.
  - v. Appraisal Policy.
  - vi. Disciplinary Policy & Procedure.
  - vii. School Pay Policy.

**SK**

It was requested the Head Teachers report be distributed at least 7 days prior to the next FGM and an update on monitoring be given with a comparison to LA average and national results.

## **17/70 FINANCE**

Governors discussed a number of confidential finance items which regulation require be minuted separately and would not form part of the public record.



**17/71 SATS**

SATS results had been published and were inline with what was expected. Analysis was under way to understand areas which had fallen down to improve these areas for the current year.

**17/72 NURSERY**

The nursery had got off to a positive start with numbers expected to increase and positive staff placements made.

**17/73 STAFFING UPDATE**

Governors discussed a number of confidential staffing items which regulation require be minuted separately and would not form part of the public record.

**17/74 GOVERNING BODY**

- It was discussed that the current Governing body was temporary and there was a need to look at a permanent Governance structure and to fill the current vacancies.
- Although the Governance structure would remain as the school moved to Academy status, the model used within Rainbow trust could be considered.
- KB would approach each Governor to learn of their intentions and availability to continue. This would become an agenda item for next meeting.
- It was requested that some other Governing body model structures be obtained.

**KB**

**SJ**

**17/75 RAINBOW TRUST ACADEMY**

- The academy conversion had been approved at Diocesan Board of Education and an engagement letter had been put in place.
- Articles of Association was under review with the Directors.

**17/76 VISION**



- KB presented some information on Harmony in education and circulated paperwork to the Governors.
- The article focused on another school who had adopted a new approach to education enabling children to learn in creative ways making connections emotionally and intellectually. It was felt to be a better philosophy for children and individuals life.
- Fits in well with oneness and the Christian ethos of wellbeing.
- The information was welcomed and felt would provide an interconnected approach and shape of vision for the school. Further information was requested and KB would follow up via email.

**KB**

**17/77 ANY OTHER BUSINESS**

a) Pay Committee Meeting

- A date was set for the Pay committee meeting and was agreed for Kate Bayes, Steve Row and Kathy Desmond to attend.

b) Liverpool Forum Conference details

- Information regarding the conference were shared and Governors were encouraged to attend if possible.

c) Stage equipment

- It was noted a microphone was required at the school and KB offered to deliver training.
- There was some stage lighting installed but not utilised and the school would look into selling this equipment.

d) Governor Training

- KB was keeping a record of all Governor training and requested details for any training undertaken.

**17/78 IMPACT OF THE MEETING**

Governors felt it had been an extremely informative meeting.

**17/79 DATE AND TIME OF FUTURE MEETINGS**

Monday 16th October 4pm  
Pay Committee Meeting

Monday 27th November 4pm  
FGM

There being no further business the meeting closed at 6pm.