

THE GOVERNING BODY OF LINTHWAITE ARDRON CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of the meeting of the Governing Body held at 7.00 pm at the School on Monday, 23 May 2011.

PRESENT

Mrs C Osborne (Chair), Miss L Aaen, Mr J Gunnell, Miss P A Leigh, Mrs E K M Megson, Mrs A J Rawlinson, Mrs K Rollinson, Mr A Rushby.

In Attendance

Mrs B Rushworth (Minute Clerk)

1243. OPENING PRAYERS

The meeting was opened with a prayer from Miss P A Leigh.

1244. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs D Branigan, Reverend J Honeyman, Mrs R O'Sullivan and Mrs H S Richards.

There were no declarations of interest

1245. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

The following items were notified to be brought under Any Other Business:

- ◆ LCVAP
- ◆ Attendance
- ◆ Deputy Headship Appointment
- ◆ Competition

1246. MINUTES OF THE MEETING HELD ON 14 MARCH 2011

RESOLVED: That the minutes of the meeting held on 14 March 2011 be approved and signed by the Chairman as a correct record.

1247. MATTERS ARISING

(a) Breakfast Club (Minutes Passim)

Mrs Megson reported to Governors that there had not been a measurable increase in the Breakfast Club. The Breakfast Club however was working well with the numbers that were spread across the week. There was every intention that the Breakfast Club would continue in September 2011. Mr Depledge was to carry out an in depth financial review in due course.

(b) Colne Valley Specialist Arts College (Minute 1240 (c) refers)

It was noted that pupils would visit Colne Valley the last 4 days of the summer term as an Educational visit.

Governors thanked Mrs Megson for the information.

1248. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teacher circulated her report for Governors' perusal and the following points were highlighted:

(a) Numbers on Roll

There were currently 156 pupils on roll, two children were admitted to year 4 at the beginning of term and two children left, therefore the number remained at 156 pupils. The Admissions list from the LA showed 30 children and a further 4 on the waiting list. The school so far had received 26 confirmations from parents. There was no mechanism in place at the moment for schools to know if places had been agreed other than the schools themselves contacting parents.

(b) Staffing

Mrs Wood had made a smooth transition returning to school from maternity leave. Mr Rollinson, Mrs Eyles and Mrs Keating had received confirmation of the continuation of current contracts until January 2012.

The Staffing Committee would meet in the near future to start the process of the appointment of a Deputy Head Teacher for January 2012. The school would be asked to consider candidates from the Authority facing re-deployment.

A meeting with David Gearing would confirm whether the draft budget calculation for a seventh class teacher was financially viable.

The proposed vertical grouping of Years 4/5/6 for afternoons was a radical suggestion, the splits were totally balanced and would take into consideration SEN, gender, friendship groups and ability. Parents of children to be in Years 4/5/6 would be invited to an evening meeting to explain the proposal. There would be a full-time teaching assistant linked to the 3 groups. Mrs Megson would visit a school that was already established in vertical teaching. Governors were asked to approve the proposal.

RESOLVED: That Governors approve the proposal.

(c) Standards

Key Stage SATs went ahead with no problems or concerns. The pupils tried their hardest with a challenging test especially in reading and the first maths paper. The results were expected in late June.

Year 2 were preparing well for KS1 SATs to be taken over late May and early June. Teacher assessment was well underway and final levels would be judged on both types of assessment. Results would be submitted at the end of June.

Mrs Wood was currently assessing Foundation Stage children in order to update the eye-profile for the final time.

(d) Health, Safety and Premises

Snagging issues had now been dealt with and the new accommodation was now an established part of the school. The school had received a letter from the Diocese approving the pans and awarding LCVAP monies for further boiler work to take place during the summer holiday.

Work would be commencing on landscaping the areas outside of the main entrance and the grass patches that were damaged during the new build.

Mobile whiteboards had been purchased for KS2 classes to facilitate teaching at tables around classrooms.

(e) Ofsted Progress

Good progress continued as the school awaited the notification of full re-inspection. The school was prepared and staff continued to work for even further improvement.

(f) School Twinning

The school twinning project was well underway and going very well. Children had been exceptionally well behaved during visits to Spring Grove.

Visits would soon be made to the Sikh Gurdwara and the Mosque. A visit to Christ Church, Linthwaite had inspired the children. A celebration assembly to which Governors were invited would be taking place during the next half term.

(g) School Celebration

Plans for the celebration were well underway. Mr Gunnell had initiated a competition for the design for a commemorative mug for the children and had arranged the printing of invitations. Friends of Ardron were advanced in their planning of the Summer Fair. The Eucharist with Bishop Tony and the children was being met with enthusiasm.

Work had begun on the mosaic to commemorate the school's 25th anniversary. The artists Mrs Phelan and Debbie George would be working in school on Mondays and Tuesdays over the next few weeks. Governors were invited to call in and add their tiles to the design. The design celebrates the Colne Valley and Linthwaite.

(h) Educational Visits

Year 5 had a very successful residential visit to Cliffe House in mid May. The behaviour was exceptional and many new skills learned. Staff visited on each of the 2 nights to have tea with the children and play in the adventure playground.

(i) Transition Arrangements

Colne Valley Specialist Arts College had proposed an alteration to the transition arrangements for Year 6. They would attend Colne Valley for the last four days of the summer term. This would be the case for all of the pyramid schools this year and the staff of each school was supportive of the idea. Ardron would maintain contact and visit classes to ensure that the children were settling. The transition would be treated as 'other educational activity' and would maintain the register through daily communication with the high school.

The school would take this opportunity to allow the transitions of other years to meet with their new teachers and their new classrooms.

(j) Friends of Ardron

A recent 'Ladies' Evening was a huge success and raised £252.99 towards the PTA. They had committed £2,000 for the mosaic and purchased a camera for Reception class. They also paid for half of the cost of the 'Living Chicks'.

The school would like to extend a massive thanks to the Friends for the continuous support and generosity.

Governors thanked Mrs Megson for her report.

1249. APPROVE GOVERNORS' SEF AND PLAN (Minute 1135 refers)

Mrs Megson circulated a document for Governors consideration on the Governors' SEF. Governors discussed the item and agreed to include on the agenda for the next meeting. A timeline would then be decided. After the Ofsted visit school would incorporate the Governors' SEF into the School Development Plan.

RESOLVED: That this item be included on the agenda for the next meeting.

1250. APPROVE TEACHERS' PAY POLICY

Mrs Megson reported to Governors that this was statutory Policy that had to be agreed on. The model Pay Policy from the NAHT had been used and the Finance Committee would consider the document.

RESOLVED: That Governors approve the Policy.

1251. APPROVE FOUNDATION STAGE POLICY

Mrs Megson reported to Governors that the Foundation Stage Policy was statutory and needed to be agreed on. Governors considered and discussed the Policy and agreed on it.

RESOLVED: That Governors approve the Policy.

1252. SAFEGUARDING (Minute 1064 (a) refers)

It was noted that Mr Rollinson had attended the Safeguarding Courses and would become the deputising Senior Designated Person in school, when Mrs Megson was absent.

Governors thanked Mrs Megson for the information.

1253. APPROVE THE DRAFT BUDGET

The minutes from the Finance Committee meeting were circulated and the following points highlighted:

- ◆ The T5 had been completed and would be passed to the Minute Clerk. There was an over spend on part time teachers due to SEN support and Ofsted issues but savings had been made on full time teachers.
- ◆ The new build had led to some overspending on classroom furniture, ICT and cleaning. Also the part time artist was paid for more hours to cover release of staff due to the Ofsted outcome.

- ♦ Due to the outcome of Ofsted the school was unable to offer places to student teachers which led to a shortfall in anticipated income.
- ♦ The carry forward was in the 8% bracket, plus £9000 of standards funds.

On Monday, 23 May 2011, Mr Depledge and Mrs Megson would attend the Annual Budget meeting with Kirklees. The Finance Committee had met and approved the draft budget.

It was noted that the replacement boiler expenditure should have been included in the new build but was missed. Pipes and radiators had been changed. A gas leak in January required new mains pipe to be laid. A bigger gauge of pipe had been laid to allow the capacity for the new boiler and the LA would charge the difference to the school. The new boiler was quoted at £100,000 and the school had bid for extra money through LCVAP; this had been approved. Governors were asked to contribute 10% of the final costs.

Governors discussed the budget in detail and approved the draft budget and final version of the budget.

RESOLVED: That Governors approve the budget.

1254. REPORTS FROM COMMITTEES

The Community Links Committee would be meeting in June.

The Finance Committee was dealt with under Minute 1253.

1255. GOVERNOR TRAINING AND GOVERNOR VISITS

Miss Leigh had met with Years 4 and 5 during the trip to Tunnel End. It was a very enjoyable trip for all concerned.

1256. EDUCATIONAL VISITS

This item was dealt with in the Head Teacher's report.

Members of staff, L Miller and N Eyles had volunteered to take the MIDAS (minibus) training.

1257. ANY OTHER BUSINESS

(a) Attendance

Mrs Megson reported to Governors on attendance, it was noted that during the Ofsted visit attendance was at 95.5% which was measured as 'good'. To date attendance stood at 96.2%.

Mrs Megson sent out letters to parents of children whose attendance dropped below 90%. These included 9 children from Years 1-6, 60% of the 9 children lived in multiple deprivation. It was asked if any other strategies could be put in place to address this item. Mrs Megson responded that she was actively addressing the issue.

(b) Deputy Headship Appointment

It was noted that the Staffing Committee had met and agreed to place adverts for a Deputy Head Teacher. The appointment was expected to be filled for the January term.

RESOLVED: That Governors approve the decision of the Staffing Committee.

1258. DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Governing Body be held at 7.00 pm at the School on Monday, 4 July 2011.

1259. AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School.