



**Minutes of Willingham County Primary School  
Full Governing Body Meeting  
held on Tuesday 12th July 2016 at 7.30pm**



**Present**

Caroline Hyde (CH)	Chair
Vyv Francis (VF)	Head teacher
Jo Aldhouse (JA)	
Marc Ben-Nathan (MB)	
Liz Bowen (LB)	
Jamie Efford (JE)	
Hannah Francis (HF)	
Emma Fuller (EF)	
Matt Haigh (MH)	
Steve Harding (SH)	
Gemma Hartman-Ayers (GH-A)	
Vicki Hayes (VH)	
Paul Joel (PJ)	
Louise Johnston (LJ)	
Ian Kelly (IK)	
Laura Latham (LL)	
Cath Lee (CL)	
Nick Thompson (NT)	
Ben Tregenna (BT)	

**Apologies:** An apology for absence from the meeting was presented on behalf of Fiona D'Arcy. Governors noted that Bev Lawrence was not present and had stood down from the Governing Body as her new house/job move had come through earlier than anticipated.

**Also in attendance:** Christine Brandon (Camclerk)

The meeting was quorate.

**1. Welcome**

The Chair welcomed all present to the meeting.

**2. Declarations of Interest**

No declarations were received from those present.

**3. Minutes**

Confirmation and approval of the Minutes of the Governing Body held on 21st June 2016 was deferred until the next meeting.

**4. Head teacher's report**

The Head teacher confirmed that Kim Hall, of HMI had visited the school on Thursday 7th July to undertake an Ofsted Monitoring Visit. Having been briefed on the preparations that had been undertaken in the time available, the process that had been followed on the day and provisional feedback received thus far, the Governing Body looked forward to publication of the final report.

The Governing Body invited Laura Latham, Deputy Head teacher to make a statement on behalf of the Senior Leadership Team during which she reflected upon the impact of certain events on individuals and the school in general.

To conclude, the Governing Body expressed their complete confidence in the Team and recognised the progress that the school could continue to achieve in the new academic year.

## **5. Reports and Updates from Committees**

It was noted that the Personnel and Finance & Premises Committees had not met since the last Governing Body meeting.

The SLT presented a summary of data and results for Early Years and KS 1 and 2 (as previously reported to TALBS).

In terms of Early Years 'Good Level of Development', Governors were pleased to note that 75% of children had met their learning goals as against 69% nationally and 70% in the County. Individual percentages were presented for reading, writing, numeracy and shape, space and measure and most equalled if not bettered those achieved nationally. 56% of pupils in Year 1 had achieved the threshold in Phonics, a result that was not dissimilar to that achieved in 2015. GH-A reported that it was the intention to introduce a new Phonics Scheme based upon story books which it was hoped would make an impact on next year's results.

Regarding KS1 results, it was reported that 69% of children had achieved age related expectations in Reading (74% nationally), 59% in Writing (65.5% nationally) and 73% in Maths (73% nationally). These results had been verified by local authority moderators.

Governors noted the following end of KS2 results which reflected the percentage of children working at the standard expected –

Reading 74% (nationally 66%)

Writing 70.4% (nationally 74%)

SPaG 69% (nationally 72%)

Maths 59% (nationally 70%)

Arithmetic 69%

Reasoning 50%

Combined 56% (above national and county figure)



The Chair was of the view that whilst these results had highlighted the enormous progress made by the school they had also identified those areas and year groups where additional focus and attention was required.

## 6. Governing Body Business

- i. **Update on Review of Policies** – The Chair commented that it remained the intention to circulate policies relating, for instance, to grievance, disciplinary issues, harassment, anti-social behaviour and bullying by email with a view to approving final documents at the Governing Body meeting in October.

Subject to the deletion of the second bullet point under the heading 'Guidelines and Timetable' on page 4, Governors

### RESOLVED

**that the Willingham Primary School Sensory Room Policy be approved.**

- ii. **Security/Confidentiality of IT and School Documents** – The Chair thanked Ben Tregenna for producing a draft policy on 'Security and Confidentiality of IT and School Documents' and invited Governors' comments on the document by 14th July to enable it to be finalised for the next meeting. JA reported that following a review of the School's website over the summer, there would be a new secure area for Governors to access. The Chair and Vice Chair requested that they be given a demonstration of the new website before it was up and running.
- iii. **Governor Visits/Training** – Link Governors were reminded to check with HF prior to arranging visits to school although, with the introduction of a new Governors secure area on the school website, it was suggested that a visit calendar might be made available for all to view. In noting that SH would be attending the Governor Briefing session in September, the Chair indicated that it was her intention to plan all training commitments as far as possible into the future.
- iv. **Calendar of Meetings 2016/17** – A copy of the Governing Body's programme of meetings for the academic year 2016/17 was circulated.
- v. **Membership** – The Governing Body was reminded that this was the last meeting at which Cath Lee and Nick Thompson would be present. The Chair thanked both Cath and Nick for their valuable contribution to the school over past years and the Head teacher extended an invitation to them to attend an end of term assembly.

In terms of appointment to the vacancies created, the Governing Body received a letter from a potential candidate and was briefed by the Chair on the attributes of another. Having discussed the skills that these two individuals

could bring to the Governing Body and having agreed that an election for a new parent governor would take place in September, it was

**RESOLVED**

**that Sarah Morgan and Emma Mason be co-opted to the Governing Body.**

**7. Date of Next Meeting**

18th October 2016 at 7.30pm.

*The meeting ended at 8.42pm.*



Chair