Governing Body of The Winchcombe School

Minutes of the meeting of Monday 11 February 2019 at 5.00 pm

Present: Angela Hay, (AH) Head teacher, Gwen Mason (GM), Rachel Redgwell (RR) (vice Chair), Chris Harding (CH), Roy Wood (RW)Natasha Grove (NG), Derek Peaple (DP),

Apologies: Natalie Pearton (NP),

Absent:

In attendance: Harriet Skinner (HS), Clerk, Elode Scarlett (ES) (Deputy head teacher), Lesley Quirk, (LQ) Assistant Head teacher Prospective governors: Abhinav Sahai (AS), Sophie Kain (SK), Paul Williamson(PW), Nida Ahmed(NA)

1. Apologies Natalie Pearton (NP) The meeting was quorate 2. Declaration of any other business (i) Speech & Language Resource (SAL) new child (ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a change in children's attitude to Maths	Agenda item	Introductions:	Action
The meeting was quorate 2. Declaration of any other business (i) Speech & Language Resource (SAL) new child (ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a	1.	Apologies	
2. Declaration of any other business (i) Speech & Language Resource (SAL) new child (ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
(i) Speech & Language Resource (SAL) new child (ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
new child (ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a	2.	_	
(ii) JDO Foundation (iii) Data Breach 3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
3. Declaration of interests None 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
A. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a		` '	
 4. Minutes of the meeting of 12 November 2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a 	3.		
2019 Agreed. GM signed the minutes as a true record of the meeting. 5. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a	1		Unload to
 record of the meeting. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a 	4.		•
 6. Matters arising (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a 			
 (i) RW asked for update on school build – AH reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a 			CIEIK
reported that the project is on track; hoping to move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a	Э.		
move the Phoenix Club for September 2019. AH reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
reassured governors that the build would not affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
affect the school. 6. Mastery of Maths presentation (LQ) LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a		·	
LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
LQ shared a presentation explaining how Maths is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a	6.		
is taught at The Winchcombe School. RW wanted to know if there has been full buy in from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
from staff. LQ and AH confirmed that staff supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a			
supported the philosophy and mastery is practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a		wanted to know if there has been full buy in	
practised across the school. Governors asked about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a		from staff. LQ and AH confirmed that staff	
about the impact on Key Stage 2 results. LQ acknowledged that the impact on results was hard to quantify but teachers have noticed a		supported the philosophy and mastery is	
acknowledged that the impact on results was hard to quantify but teachers have noticed a		practised across the school. Governors asked	
hard to quantify but teachers have noticed a		about the impact on Key Stage 2 results. LQ	
change in children's attitude to Maths			
		change in children's attitude to Maths	
1	L		

Minutes of the meeting of 11.02.2019

SignedG Mason...... Date02.04.2019......

		Action
	in terms of enthusiasm and understanding. NG commented that children's understanding of numbers is better and the GB were interested to see the effect on Year 1 pupils as they move up the school. Lastly, LQ invited governors to observe a maths lesson to see mastery in action.	Email presentation to govs Clerk Arrange class visit – LQ/clerk
7.	The Clerks advised that CH's term of office has expired and RW's term is up in March 2019. Both were willing to stand again and CH and RW were unanimously co-opted to the GB. The Clerk informed the GB that NP's term as an elected parent governor is also up in March. The GB agreed that the clerk would arrange parent governor election. GM updated the GB on HT appointment – a panel has been formed (including support from the LA and the school's HR provider), the post has been advertised and there has been some interest from potential applicants. Closing date for applications is 22.02.2019 and interviews to be held on 04.03.2019 and 05.03.2019.	Clerk to update Website, Governorhub, Inform Gov Services. Clerk to arrange election
8.	HT report to Governors Autumn Term 2018 AH pointed out that the HT report gives an abridged view of pupil data and offered to present a more detailed breakdown of pupil data to a small group of governors – RW, DP and SK volunteered.	Arrange data session Clerk/AH
	RW queried the persistent absence figure (11.6% against the LA 5.9% and nationally 8.2%) AH reiterated her response to CH's challenge on attendance from the previous meeting. RW questioned that big jump in Pupil Premium Grant (PPG) children from the Autumn to Spring term, AH thought this could be because of a parent survey carried out to assess eligibility to free school meals (FSM) or children moving into the school. AH agreed to investigate further and report back at the next meeting. RW drew attention to 15.2% SEN compared to 1.4% (National average) and 1.3% LA average. AH reminded governors that this was largely	AH to check PPG figures

	because of the Speech and Language Resource (SAL). RR commented that The Winchcombe School is	Action
	recognised for expertise in SEN so is very popular with parents of children with additional needs and as such, pupil data should be taken into context.	
	PW asked if there was a cap on the number of SEN children; AH advised that if a child has an Educational Health Plan the parent can choose the school they feel will meet the child's needs. CH asked if there were any plans to have mental health first aiders to support school staff. AH made governors aware of the role of the Social, Emotional, and Mental Health Practitioner (SEMH). It was agreed to invite Ali Crawford-Jones to the next FGB meeting to give an overview of her role.	Invite A CJ to next mtg: clerk
9.	Safeguarding Update	
	RR reported that she had inspected the Single Central Record (SCR) in December and her report/administration suggestions circulated with the meeting pack. RR has met with the family support workers (FSW) and SEMH today and a full report will follow. AH advised that (with RR) the safeguarding audit has been completed. RR informed governors that FSWs meeting parents at the front of the school in the mornings and coffee afternoons have raised the profile of the pastoral team.	
10.	H&S update CH and DP have made an H&S visit to school. CH inspected H&S paperwork and a school walk through. DP checked the inventory. There were no issues to report to governors.	
11.	Sex Education Policy review The above policy (updated by NG) was approved.	Upload to website/policy file
12.	Report from the Finance & Human Resources (F&HR) Committee (including approval of School Financial Value Standard (SFVS) and Benchmarking Report RW summarised the previous two meetings and shared his school benchmarking report.	submit SFVS to schools audit Clerk By 31.3.2019

3

		Action
	The SFVS was approved and duly signed by RW	
13.	and GM. Governor Recruitment – 4 co-opted	
	governors AS, SK, PW and NA were in attendance to observe the meeting. The candidates have met with GM, AH, RW and the clerk, as well as submitting a statement (for the last parent governor election). AS, SK, PW and NA left the meeting. RR and AH raised a concern about the number of parents on the GB. RW pointed out that the candidates were selected on the basis of skills and experience and during interviews they understood the role of governor. AH commented that an effective chair/vice chair would ensure that the boundary between parent/governor is not crossed. The clerk drew attention to the governors' code of conduct. It was felt that the 4 candidates have a strong skills set and would help develop the GB. A vote was taken and it was agreed unanimously to appoint AS, SK, PW &NA to the GB. AS, SK, PW and NA re-joined the meeting.	Inform gov services, Website, Governor hub, DBS checks. Clerk ASAP
14.	(i) Speech & Language Resource (SAL) new child AH advised that the LA have applied for a SAL place for a child with an EHC plan. This will take the SAL over the allocated places plus the child will need additional support in the afternoons. The LA directed that governors are made aware. AH's recommendation is a phased placement to give the school time to assess the child needs, but there will be SAL provision. The GB agreed to accept this recommendation. (ii) JDO Foundation Governors learnt that JDO is a charity formed by an ex teacher from the USA, to open up the world to children through IT. As part of this The Winchcombe School has received free chrome books to enable children to link up with children from the USA. Apart from a time commitment from teachers there is no cost to the school. AH, NG and Jess Slater (yr 6 teachers) recently	

attended a JDO conference in Rome along with teachers from 93 countries.

AH has found this project inspirational and would very much like the collaboration to continue in the future.

(iii) Data Breach

The clerk reported a data breach due to a phishing scam on Friday 8th February. The issue was reported to WBC's DPO and measures have been put into place to prevent further attacks. Governors understood that pupil or staff personal data were not compromised and there was no financial loss to the school.

Date and time of next meetingTuesday 2 April 2019 at 5:00 pm

The meeting closed at 7:15 pm

Documents circulated with this agenda:

Minutes of the FGB meeting of 12.11.2018
Minutes of the F&HR meeting of 20.11.2018 & 21.1.2019
HT report to Governors Autumn Term 2018
Safeguarding report (SCR)
Sex Ed Policy
SFVS
Benchmarking Report
H&S checklist 30.01.2019

SignedG Mason	Date02.04.2019				
Minutes of the meeting of 11.02.2019					