

# 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 Peale (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)

Agenda item	Introductions:	Action
<b>1.</b>	<b>Apologies</b> Natalie Pearton (NP) <i>The meeting was quorate</i>	
<b>2.</b>	<b>Declaration of any other business</b> <b>(i) Speech &amp; Language Resource (SAL) new child</b> <b>(ii) JDO Foundation</b> <b>(iii) Data Breach</b>	
<b>3.</b>	<b>Declaration of interests</b> None	
<b>4.</b>	<b>Minutes of the meeting of 12 November 2019</b> Agreed. GM signed the minutes as a true record of the meeting.	Upload to website - clerk
<b>5.</b>	<b>Matters arising</b> <b>(i)</b> 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.	
<b>6.</b>	<b>Mastery of Maths presentation (LQ)</b> 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	

**Minutes of the meeting of 11.02.2019**

**Signed .....G Mason..... Date .....02.04.2019.....**

		<b>Action</b>
	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
<b>7.</b>	<b>Governor Update</b> 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
<b>8.</b>	<b>HT report to Governors Autumn Term 2018</b> 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. 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	Arrange data session Clerk/AH  AH to check PPG figures



		<b>Action</b>
	The SFVS was approved and duly signed by RW and GM.	
<b>13.</b>	<p><b>Governor Recruitment – 4 co-opted governors</b></p> <p>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).</p> <p><i>AS, SK, PW and NA left the meeting.</i></p> <p>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 &amp; NA to the GB.</p> <p><i>AS, SK, PW and NA re-joined the meeting.</i></p>	Inform gov services, Website, Governor hub, DBS checks. Clerk ASAP
<b>14.</b>	<p><b>AOB</b></p> <p><b>(i) Speech &amp; Language Resource (SAL) new child</b></p> <p>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.</p> <p><b>(ii) JDO Foundation</b></p> <p>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</p>	

	<p>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.</p> <p><b>(iii) Data Breach</b>          The clerk reported a data breach due to a phishing scam on Friday 8<sup>th</sup> 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.</p>	
<b>15.</b>	<p><b>Date and time of next meeting</b>          Tuesday 2 April 2019 at 5:00 pm</p> <p><i>The meeting closed at 7:15 pm</i></p>	

**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