

## Meeting of the Ashlands and Misterton Federation Governing Body

Minutes of the Governing Body held on Tuesday 17<sup>th</sup> September 2019 at  
Ashlands C of E First School at 17:40 (GB7)

**In attendance:** Eleanor Kading (Chair – EK), Nicola Ball (NB), Liz Popham (LP), Elizabeth Clemow (EC), Kay Dawson (KD)

**Clerk:** Leanne Haldane (LH)

**Guests:** Mel Hooper (MH) – left meeting at 18:15, Will Pearse (WP) – left meeting at 19:00

*This meeting was originally planned for Thursday 18<sup>th</sup> July 2019 but due to illness has been rearranged.*

No.	Procedural Matters	Action
1	<p><b><u>Apologies</u></b></p> <p>Richard Barrett – accepted Lucy Gosden – Currently on maternity leave. Clerk to continue to invite to meetings and include on all Governor emails.</p> <p>The meeting was confirmed at quorate.</p>	
2	<p><b><u>Declaration of interests in any agenda item</u></b></p> <p>None declared</p> <p>An update on the CISP development was added to Section 15 – Urgent matters</p>	
3	<p><b><u>Guest Speakers – Subject review for Maths &amp; English as part of HT FDP review of the year</u></b></p> <p><u>Math Review by Mel Hooper</u></p> <p>The report provided by MH had already been issued to GB and a copy is held on the GB file. The report reviews progress based on the FDPs. MH advised that progress has been made in Maths and overall is it very positive. GD pupils are increasing, despite stricter requirements now. ARE is an area being focused on as there are some dips.</p> <p>MH advised that PP pupils using the new iPad and being given appropriate games. They are being used well in class but going forwards there is a need to monitor the Ipads that have been taken home.</p> <p>The GB asked how the Ipads are being used.</p> <p>MH replied with different games such as for number bonds. MH advised it is so useful as some children understand a concept quicker if they see it from a games perspective.</p>	

The GB asked if they are meant to bring them back to school from home.

NB advised that they are meant to bring them back regularly. NB advised that there is an app you can purchase that will record when they are being used and what for, but this hasn't been purchased by the school yet. NB advised that some are kept at school in pupil's drawers, so they are easier to monitor when they are being used and if it is successful. MH advised that they are seeing a lot of success for those that have them at school. NB advised the I-pads have been a good step forward but next year they will be looking at how to improve how they are used and how to monitor their usage.

MH continued to the data section of the report. MH advised that they are aware of every pupil and how to move them forward to ensure no dips in data next year. MH advised that interventions are being implemented differently in each class. Teachers are feeding back to MH that intervention groups are making progress for targeted children. MH advised that intervention will continue to be used next year.

MH advised there is an idea to open up maths lessons to parents to see how children are working so they understand how they are being taught. MH has identified this is an area that needs support as they children may be using different methods to those parents might know.

The GB advised this would be helpful as everyone explains concepts differently and children may become confused. NB advised that parents will be invited in after school shortly in their year groups to see what will be taught this year and how.

MH advised that they are continuing to support the GD pupils. MH will share a GD data scale with the GB.

MH advised she recently attended an IC reasoning course and Mathstopia which gave good tools to help teachers with planning across all year groups. MH will meet with staff and share this good practice at the beginning of new term as part of their CPD.

MH advised that the CISP Maths moderation had proved useful and positive. Books were on track and showing everything they should.

MH attended a maths showcase morning at Thurlbear CofE Primary School in Taunton. This was an event they ran to share best practice with local schools. MH found the experience very useful, there were opportunities to look in books, attend classroom lessons and meet with the children. MH felt that they were working in a very similar way to how the Federation is working: White rose was used for overview, teachers then planned maths lessons, the delivery was similar and the books were similar to ours. MH took some ideas that could be used next year.

MH advised that staff are using the correct maths terminology with children now.

The GB asked if this is important for how children achieve.

MH advised yes as then from a very young age they have a real understanding of these words and they can feel confident with their work. MH used the example of 'commutative' and how understanding the word from a young age helps with later concepts in maths. MH advised this has been proven to be successful.

MH advised that there has been a few staff changes for the start of the next term, so she has ensured they have all been given everything that is used by the school and made clear the expectations for the year so they can get off to a confident start next term. MH advised that all new staff have been given clear guidelines on what they need to cover so it doesn't have a knock-on effect on the next year group, and also how to compensate for any changes that happen during the year.

MH advised that they have added an objective overview in the back of each child's books to make it clear what they are trying to achieve and where they are up to. NB advised that this is still at the beginning of being implemented, but that it is helping staff to focus learning. This will continue into next year.

MH advised she has identified that there needs to be more opportunities to take maths learning across the curriculum and that currently there is not enough of this. MH will be supporting staff to do this more next year and will also look into an Active Maths course which puts Maths into PE.

MH advised that Year 4 completed their times tables assessment this year. This was not compulsory this year but may be next year and it was felt it was good practice. MH advised it was a successful outcome with 77% of children achieving 20-25/20 and 19% achieving 25/25. MH has no comparative data from other schools as it was optional but it was felt that this was positive. MH has put in targets for next year and all cohorts are being targeted appropriately. MH advised that the DFE hasn't officially said this will be a compulsory assessment for next year but MH should find out soon. MH advised that times tables knowledge can be such a key to unlocking maths that it can't hurt to do this. MH advised there are so many ways available to children to learn these facts, and children can be taught to help themselves find out the answers and have quick recall.

MH advised that learning number facts in Year 1 has been very successful as children are confident with this knowledge.

The GB asked if there had been any negative feedback on the times tables learning.

MH advised that there had been some feedback at Misterton that the rainbow Olympics were not challenging pupils enough. MH advised that this has probably happened as parents do not see the challenges that pupils are being given and how the facts need to be mastered before moving onto the next level. MH will produce a letter at the beginning of next term to give an overview for each year group to explain what the expectation is and how this builds up each year to the level that is required

at Year 4. MH advised she will also update the rainbow Olympic certificates to reflect what is on the parent letter so it should be clear what has been done to achieve the certificate.

MH advised there has also been feedback that teachers need to progress the pupils in the correct order of certificates with the rainbow Olympics and shouldn't jump around. MH advised that other feedback is that certificates are not always cut straight – both these feedbacks will be taken into account next year.

The GB thanked MH for her report and all she did for the school. NB thanked MH from the staff for all her support. MH left the meeting at 18:15.

### **Literacy review by WP**

The report provided by WP had already been issued to the GB and a copy is held on the GB file.

WP commented that at Ashlands reception children have a Good Level of Development Level 3 (those children achieving a Good Level of Development at Greater Depth)

WP advised that the Greater Depth achieved at Year One did not accurately reflect the ability of a percentage of the children. Greater support with the provision of Greater Depth activities was identified as an area of development. This will taken forward with the next Development Plan.

The GB asked how monitoring worked.

WP replied that they pick a variety of children from across the year group (e.g. ARE, GD, new pupils etc.), review their work, write notes up and then give feedback to the teacher, or address in a staff meeting if everyone needs an input.

NB added that both leads are given a whole day to do this across both schools. WP advised that this had enabled them to see some gaps in Year 1 books of things that should have been included and hadn't been. WP added that following monitoring, staff have specific sessions to ensure a clear action plan and timeframe of what to change.

WP advised that they have agreed for next year to increase how often they look in the books, no longer termly, but half termly instead. WP and MH will review how the monitoring is done, so they go in with more of a focus. They want this to be a supporting role as they want everyone to succeed.

The GB asked if staff always know what books they've looked at.

WP replied yes and they always mark and date when they've reviewed a book so everyone knows. WP advised that more regular monitoring will mean that they can support teachers to get all the content in during the year and not leave things to last minute to be noticed.

The GB asked that with the schools having a high number of newly qualified

teachers, is the SLT having to review their assessments to take this into account.

WP replied there are pros and cons with it all, but it is positive that NQTs do not come with any bad habits. WP advised that they have a new marking policy so good habits can be created from the start. WP and MH will be mentoring the new staff and will give better scrutiny to newer staff this year, a lesson learnt from last year when perhaps not enough scrutiny was given.

The GB advised it's always good to support the teachers as it's not always easy to ask for help.

NB agreed and added it's not about failure, it's about offering support. NB added that the SLT need to be seen to be supporting staff and responding to staff wellbeing. It's important to sit down and make time for teachers.

WP continued to review the data already provided to the GB in his report.

The GB asked if Ipads can be used in English and not just Maths interventions.

NB replied yes they can if it is useful, although interventions are usually in small groups or 1:1s with teaching staff.

WP added that teachers have already started doing their own interventions and will continue with this next year.

The GB asked if it is easy to treat pupil premium as a discreet group.

WP advised how it is a mixed group with different traits and how learning is therefore different for all.

The GB asked then if it was not as easy just to say the strategy is for all pupil premium as their needs are different.

WP agreed with this.

WP commented on the data for Year 3 as ARE, GD and PP all fell this year.

The GB asked if there was any particular reason for this.

WP replied it could be due to the cohort or the high level of PP pupils, also the teacher had some time out with injury.

The GB asked why it had happened at both schools for Year 3.

WP advised that Misterton does not have many children in Year 3 but their data can be explained due to the needs of the cohort.

NB added that all pupils have different needs and sometimes however much teachers support them or are creative in their approach, they will not always meet the targets. WP added that the SLT will get to know the children really well through the teachers before working with them to get the

best results.

WP advised they have looked at how books are structured linked to writing. It was felt that there was no flow in some of the work, so the new structure to be started at the beginning of next term will include a clear objective for each piece of writing. The pupils will know what they are trying to achieve, the focus will be better and teachers won't have to spend so much time on marking.

WP advised next year they will try and get more writing across the curriculum, just like maths is going to do. They will be thinking more creatively about how to do this. WP advised they need to ensure the writing done for RE etc is the same standard as done for English.

WP commented on the reading data, advising that there was a drop-in pupil premium data and some areas of concern at Ashlands. WP advised if you have good readers then you have good writers, so reading will be focus in the new year. WP advised one change to achieve this is to review/monitor the reading maps that are being completed at home as this will show what children are reading at home. WP advised the maps are linking very clearly to the gaps that are in the data that children are not reading at home.

The GB asked if children are free readers and just read independently in their bed, should this be recorded.

WP replied that the number of pages read should be recorded. WP advised that he is supporting parents more to understand what they should be recording and even if a child is not reading yet, sharing a book and talking about the pictures and words can be recorded.

NB advised that WP will be adding extra reading certificates on the reading maps so children don't lose interest in striving to reach the next certificate, and as such foster a love of reading.

WP added he will be identifying any children and parents that are struggling with the reading at home and will be offering support to these families.

The GB asked if a generic letter could be sent out to parents to explain what they can read with their children and that it doesn't just have to be the reading books.

WP agreed to look at this. WP advised he will also be making comics and different types of reading material available for all families.

The GB asked if the school engaged with the library reading challenges that were carried out over the summer.

WP replied yes, they come and speak to the children every year and medals are given out.

The GB asked about the reading programme that is being used and whether a book is not of interest to a child, is it possible for them to then read their own books at home to continue to inspire their love of reading.

WP replied this is more than fine. WP advised that he will be offering support to children that are struggling to read at home by finding out what they are interested in and making a pack of books about this subject to take home and share. WP added they need to do more to make an impact.

The GB advised that TAs or volunteers could speak to children about what they like to read, it doesn't always need to be the teacher.

WP agreed.

WP advised that he had looked into funding from a new scheme called the English Hub to improve reading for children at the schools. WP advised that he had been close to getting the funding, but then the company advised that there were only certain ways in which the money could be spent and then the deadline for agreeing to the contract had been reduced to 3 days. WP advised that the school had not been given enough time to decide if it was the right path to go down. WP then found out that a condition of the grant was the data had to be increased by 20%. WP decided this wasn't right for the school and did not continue with the application.

The GB commented that it was good that WP was able to see this and did not make a commitment that wasn't right for the school.

WP advised that going forwards he will be implementing more reading areas around the school and he will be linking with old people's homes.

The GB advised that the U3A has committees in Crewkerne. LP advised she will pass the number of a contact she has to WP as they may like to become involved in volunteering at the school to support with reading.

WP advised he would follow this up as volunteers are becoming scarcer as people work longer now.

The GB suggested linking with secondary schools and work experience for pupils there.

WP replied he would try this.

WP advised that the phonics results have been increasing throughout the year. WP advised that a lot of this is down to early intervention and support throughout the year. WP advised that they are still below the national average but the retakes have had positive results. WP advised that they will be increasing phonics learning from once to twice a day and new resources will have an impact next year.

WP advised that next year he will continue to visit other schools and share good practice.

The GB asked WP if he goes to other schools to get inspiration.

WP replied yes, he has been a county moderator for EYS this year and will continue in this role next year. WP advised he will use this to see best

ACTION

	<p>practice as well.</p> <p>NB commented that next year teachers will be given the responsibility of where they visit, rather than this being sorted out for them. This will be incorporated onto next year's FDP.</p> <p>WP added that mentoring and improved scrutiny will also be very important for next year.</p> <p>WP advised that interventions will be labelled really well in books next year as well, so marking if it's a good example of GD or something as simple as writing 'SPAG' can help the children and also good for CISP monitoring, SLT monitoring, SENCO, teacher awareness, moderation etc.</p> <p>WP advised that the homework policy is being reviewed for next year. WP advised that Christian Values are being wefted through the policies where appropriate. WP added that a quote from the Bible has been added to the green leaf reward tree.</p> <p>The GB asked what changes will be made to policies and how WP will ensure that all are working in line with agreed policies.</p> <p>WP replied that they will be wefting and weaving the Christian Values through the policies.</p> <p>The GB asked how would WP address teachers that are not working in line with these agreed policies.</p> <p>WP replied with 1:1 and book scrutinies.</p> <p>The GB asked if homework guidelines are set at a national level.</p> <p>WP replied yes.</p> <p>WP advised he was working on SATS with LG and will continue with KD and Emily Hayman.</p> <p>WP was thanked for his report and hard work. WP left the meeting at 19:00.</p>	
4	<p><b><u>Minutes of last meeting</u></b></p> <p>Minutes of GB6 meeting held on 16<sup>th</sup> May 2019 approved and signed. The GB confirmed the minutes were an accurate reflection of the meeting.</p> <p>Confidential minutes of GB5 meeting held on 1<sup>st</sup> April 2019 were distributed and agreed and signed.</p> <p>Action Points from GB6:</p> <p>GB5 – Item 4 – completed. Clerk has updated county with changes to governor terms.</p>	

	<p>GB5 – Item 9, Action 1 &amp; GB5 Item 9, Action 2 – LG has not completed these actions, passed to KD to complete.</p> <p>GB5 – Item 10 – completed.</p> <p>GB6, Item 4, Action 1 – Still to do – EK</p> <p>GB6, Item 4, Action 2 – New secretary at Misterton will take on responsibility for website. Clerk to forward EC details of what needs to be included on a school website for a maintained school from Governance Services.</p> <p>GB6, Item 11, Action 1 – NB forwarded details of this training to EK. EK to look into running this training in the new year once new governors have started. EK to speak to diocese about potentially obtaining this training for free due to the lack of support the schools have received recently with the ex-officio vacancy.</p> <p>GB6, Item 11, Action 2 – Completed.</p>	<p>ACTION</p> <p>ACTION</p> <p>ACTION</p>
5	<p><b><u>Governor Vacancies</u></b></p> <p>Parent Vacancies at Ashlands and Misterton – 1 candidate has applied for each vacancy, as such there is no need for a parent election. Chair has now met with both candidates and happy for them to be invited onto the board. Clerk to email both candidates to invite them to join the board and then contact Governance Services to begin the induction process. The new Governors to join the first meeting of next year, GB1.</p> <p>RB has handed in his notice; this has been accepted – Clerk to advise Governance services and file resignation. This will mean there is a LA vacancy. Discussion around the benefit of having a governor with a teaching background to support staff governors and also to ask relevant questions based on up to date information. It was not deemed necessary for governors to have a background in education, the important part is asking questions and finding out information if needed. EK to email other schools and find out if anyone is interested in becoming an Ashlands Governor.</p> <p>AM term of associate governor finishes end of July 2019. Clerk to advise Governance services.</p> <p>Vice Chair vacancy to be agreed at GB1 – Clerk to add to agenda</p>	<p>ACTION</p> <p>ACTION</p> <p>ACTION</p> <p>ACTION</p>
6	<p><b><u>Calendar of Works 2019-20</u></b></p> <p>NB, EK and Clerk met to review and draft the new Calendar of Works for 2019-20. This has been issued to the GB prior to the meeting and a copy is available on the GB file.</p> <p>The new Calendar of Works took into account the priorities of the school</p>	

	<p>and workload of staff and when feedback could be given. Work/life balance was taken into account and the new dates for the meetings reflect this. Due to the new structure, the meeting documents should be able to be issued to Governors 2 weeks before the meeting. This will allow more time to read the documents and reply with any questions.</p> <p>NB advised the GB that if docs are not issued on time then it is usually only because of a staff issue or safeguarding concern that has arisen. NB advised wherever possible documents will be issued earlier.</p> <p>Policies – Next year, all Governors will be allocated 2 policies that they will need to read and sign off on. All Governors are welcome to read all the policies but it is hoped that this will reduce workload. Clerk to review policies due for renewal this year. All Governors agreed to this. Any issues with a policy must be brought up by email prior to any GB meeting, the emails must be sent to the whole GB group. The policies will then be brought to the next GB meeting to be signed off.</p> <p>NB commented that the SLT will continue to look at wefting Christian Values into policies next year, but that it may not always be appropriate i.e. it has been deemed inappropriate to add church distinctiveness to the safeguarding policy as the wording should not be changed on this policy. NB added Finance may also not be changed for similar reasons.</p> <p>Visits – It is recommended that every Governor does 2 visits per term and feeds back at the GB meetings regularly. This will be recorded and monitored by the Clerk going forward. Governors to ensure next year that Misterton is visited as regularly as Ashlands.</p> <p>Training – Clerk to issue new Governance Services training calendar to all Governors and the training calendar from the Diocese. Any training required, please contact the Clerk. EK will try to obtain any training from the Diocese either free or at reduced rate.</p>	<p>ACTION</p> <p>ACTION</p>
7	<p><b><u>Agree Link Roles</u></b></p> <p>Draft Link Role document previously circulated was reviewed but will be agreed once new Governors have started and another skills audit has been completed. This item will move to GB1. Clerk to add to agenda.</p>	ACTION
8	<p><b><u>Chair's Report</u></b></p> <p>This year's final Chair's report has been circulated to all GB and a copy is held on GB file.</p> <p>EK was thanked for her report and input as Chair this year.</p>	
9	<p><b><u>Head Teacher Report 3</u></b></p> <p>The HT Report was previously circulated to the GB and a copy is held on the GB file.</p> <p>NB commented that the SLT will be changing the format of the FDP plan to</p>	

	<p>make it easier for Governors to access the information and ask questions about it.</p> <p>Governor questions submitted prior to the meeting about the SIP report (copy of document held on GB file) and answers given (by NB at the meeting):</p> <ul style="list-style-type: none"> <li>• <i>Reading &amp; Maths – broadly in line with national – what does this mean?</i></li> </ul> <p>It is a very small margin</p> <ul style="list-style-type: none"> <li>• <i>Staff Survey – have the results been released to the GB? What are the actions from this survey?</i></li> </ul> <p>The results have not been released to the GB. Actions following the staff survey: Class team time put in place by NB taking the school for singing in the hall; Roles of HT and Deputy have been reviewed to ensure SLT support staff correctly; CPD for support staff given same sense of priority as teaching staff next year;</p> <p>The GB questioned if these results should be released to them. NB advised it is not a secret document, but it was more of a well-being survey and the results have been acted on. NB advised once the SLT know about problems they can help them. The GB questioned if the Governor presence needs to be felt more with supporting staff. NB advised they would review this in greater depth at the next questionnaire.</p> <ul style="list-style-type: none"> <li>• <i>Very poor standards in books for some year groups – where and why? Has this been resolved now?</i></li> </ul> <p>Learning, behaviour and progression had been the priority in these instances; however presentation pride is always a consideration. NB advised they will continue to work on this and books will be checked every 3 weeks going forward.</p> <ul style="list-style-type: none"> <li>• <i>Learning environments fit for purpose? Is this really a problem?</i></li> </ul> <p>NB commented that they are very proud of their school environments. KD added that there are good learning environments across both schools. NB commented that writing progressions weren't updated in 3 classes this term, so next year this will be improved as this is the work that the child takes pride in and is chosen by them. The GB questioned why certain classes had not done this. There were justifiable reasons for this but next year more support will be given to ensure it does happen. KD commented that they switch sparkly lights on around the writing on the walls to really celebrate the achievement and the children</p> <ul style="list-style-type: none"> <li>• <i>New Ofsted Framework – how prepared are we? Middle leaders will bear the brunt of all future Ofsted inspections – are we ready for this? To discuss the curriculum?</i></li> </ul> <p>NB advised the majority of SLT have attended Ofsted inspection focused courses – that has focused on the new Ofsted framework. The Governing Body now need to attend courses on what to expect in an inspection.</p> <ul style="list-style-type: none"> <li>• <i>SIAMS Inspection – how prepared are we? Do we need to do</i></li> </ul>	<p style="text-align: center;">ACTION</p>
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	<p><i>anything?</i></p> <p>NB advised that the SLT will meet in the new term and decide on the next steps for the SIAMS inspection. NB commented it is well underway, the Values and Visions have formed a major focus this year, however it would be more helpful if there was a better representative from the Church on the Governing body.</p> <ul style="list-style-type: none"> <li>• <i>Niki – being less operational and more strategic. How would this be achieved?</i></li> </ul> <p>NB replied that there would be no-one else to do it.</p> <p>NB answered the following questions submitted prior to the meeting from the GB on her HT report:</p> <ul style="list-style-type: none"> <li>• <i>The staff induction process will be reviewed in readiness for the new academic year. What does this mean and is this done?</i></li> </ul> <p>NB advised that they are ensuring that what staff need to start the new term is already in place; mentors will be agreed and in place before September and training courses have been attend by new staff for real PE.</p> <ul style="list-style-type: none"> <li>• <i>The SEP has strongly recommended that the SLT visit schools within the LA where standards are high – is this a priority?</i></li> </ul> <p>NB advised that MH has already visited Thurlbear, KD has visited the school of a teacher she has been mentored by and other visits have also happened. NB feels they are doing this.</p> <p>EC advised that she has completed the safeguarding training. Clerk to ensure this is recorded correctly.</p> <p>NB suggested that it would be useful for Governors to ask questions that Ofsted Inspectors might ask about data reports. Clerk to find some sample questions on the Ofsted website that reflect the new Ofsted Framework and forward to Governors. Clerk to use these questions on the new agendas as well.</p> <p>NB was thanked for her report and all her hard work, any further questions from GB to be emailed.</p>	<p>ACTION</p> <p>ACTION</p>
10	<p><b><u>SEN Report:</u></b></p> <p>SEN reports had been previously submitted to GB and a copy is held on the GB file:</p> <ul style="list-style-type: none"> <li>• SEN Lead Plan 2018-19</li> <li>• Ashlands Termly Report to SEN Governor and GB Spring 2018-19</li> <li>• Misterton Termly Report to SEN Governor and GB Spring 2018-19</li> </ul> <p>KD (SenCo) presented the reports. The GB questioned if SEN pupils</p>	

	<p>expected outcomes are being achieved.</p> <p>KD replied unfortunately no as progress is not being made as expected, however support is definitely in place. KD advised the data may not show the achievements but in lessons pupils are engaged and progressing. KD advised that next year they will be looking at how that engagement can be tracked and reported.</p> <p>The GB asked if pupils have to make accelerated progress against themselves or against other SEN pupils.</p> <p>KD replied they measure the progress made by an intervention.</p> <p>KD commented that the majority of SEN pupils are at Ashlands.</p> <p>The GB asked how KD is managing this being based at Misterton.</p> <p>KD replied she has 2 afternoons a week for the role and one will always be based at Ashlands so she can get to know the teachers and the children.</p> <p>NB advised that KD's role is to oversee and advise the teachers, but not to do.</p> <p>The GB commented this must be easier if you can get to know the children.</p> <p>KD replied that she feels she knows the children well but would like to be more visible going forward.</p> <p>NB advised that they received very good feedback at the end of year meetings for families with children moving up to Maiden Beech – and a lot of positivity about things put in place at the new school.</p> <p>The GB questioned if there is any support available from other schools.</p> <p>KD replied that SENCOs from other schools do meet regularly to discuss best practice, so they will look at this in the new year.</p> <p>KD asked for any further questions on the report to be sent to her. KD advised that they had completed the SEN audit and they will complete it again next year.</p>	
11	<p><b><u>Governor Visit</u></b>  The visit by the Safeguarding Governor LP on 17.07.19 had previously been distributed to GB. A copy is held on file.</p> <p>There were no questions for LP following this report.</p>	
12	<p><b><u>Safeguarding</u></b></p> <p>There were no safeguarding issues to raise at this meeting.</p>	

13	<p><b><u>Health &amp; Safety</u></b></p> <p>Risk assessments are being reviewed for the Ashlands Early Years playground as have been advised one of the new intake is good at climbing and running.</p>	
14	<p><b><u>Church Distinctiveness</u></b></p> <p>The GB asked: <i>The Diocese is keen that the RE/Christian teachings are used to support emotional resilience, what would this look like in our school?</i></p> <p>NB replied that the Values are being used to support children’s mental health and through this they are starting to look at Star of the Day and link this to the RE and Christian teachings, so certificates will be earned for showing good values. NB advised this will be embedded at the beginning of next year. NB advised the Values will be added to the green leaf board next year. NB advised that RE Leaders are doing an inset day to talk about the big 3s – more will be shared on this next year.</p>	
15	<p><b><u>Urgent matters arising after agenda sent, to be added at the start of the meeting</u></b></p> <p>This item was discussed under confidential minutes.</p>	
16	<p><b><u>Discussion of effectiveness of this meeting</u></b></p> <p>There was no time to discuss this agenda item.</p>	
17	<p><b><u>Agree date for next meeting</u></b></p> <p>The date of the next meeting was agreed as Tuesday 15<sup>th</sup> October, 17:00-19:00, to be held at Ashlands.</p>	
18	<p><b><u>Next meeting focus</u></b></p> <p>FDP Final Priorities to be agreed  Data Overview  Pupil Premium &amp; PE and Sports Premium review  Policy review &amp; discussion  Governor visits – 2 to be fed back  Instrument of Government Review; Register of Business Interest Review</p>	
<b>Meeting closed at 20:25pm</b>		

**MATTERS ARISING FROM FULL GOVERNORS' MEETING HELD ON 17<sup>th</sup> September 2019**

<b>ITEM</b>	<b>ACTION</b>	<b>BY</b>	<b>TIMESCALE</b>	<b>COMPLETE</b>
GB5 – Item 9, Action 1	KD to email final version of PSHE policy to Clerk for distribution to Governors for feedback	KD & Clerk	By GB1	
GB5 – Item 9, Action 2	KD to email the GB an example of a lesson plan that incorporates the PSHE policy	KD	By GB1	
GB6 – Item 4, Action 1	EK to speak to Busy Bees to see if they know anyone who might be interested in providing wrap around care in the area	EK	By GB1	
GB6 – Item 4, Action 2	New secretary at Misterton will take on responsibility for website. Clerk to forward EC details of what needs to be included on a school website for a maintained school from GS.	Clerk	By GB1	
GB7 – Item 3, Action 1	LP to pass details of contact at U3A to Will Pearse	LP	By GB1	
GB7 – Item 5, Action 1	Clerk to email parent governor candidates to invite them to join the board and then contact Governance Services to begin the induction process	Clerk	By GB1	
GB7 – Item 5, Action 2	Clerk to advise Governance Services of resignation of RD and end of term of AM. EK to contact other schools for potential LA Governors	Clerk & EK	By GB1	
GB7 – Item 5, Action 3	Vice Chair to be agreed at GB1 – Clerk to agenda	Clerk	By GB1	
GB7 – Item 6, Action 1	Clerk to review policies due for renewal next year	Clerk	By GB1	
GB7 – Item 6, Action 2	Clerk to forward LA training calendar and Dioceses training calendar for the year to GB	Clerk	By GB1	
GB7 – Item 7, Action 1	Clerk to agenda new skills audit for GB1 to enable review of link roles	Clerk	By GB1	
GB7 – Item 9, Action 1	GB need to attend training courses on new Ofsted Framework and what to expect in an inspection. Clerk to research opportunities for training	Clerk	By GB1	
GB7- Item 9, Action 2	Clerk to record EC safeguarding training	Clerk	By GB1	
GB7 - Item 9, Action 3	Clerk to find sample Ofsted inspection questions on the Ofsted website and forward to GB	Clerk	By GB1	