

**Christchurch School
Governing Body Meeting
Wednesday 19th September 2018
7pm-8.30pm**

Governors present:

Mr Keith Bridges (Chair)
Mr Daniel Chalkley
Mr Roger Seaton (Vice Chair)
Mrs Gill Blaik
Mr David Lane
Mr Duncan MacDonald
Revd. Andy Rimmer
Mrs Elena Print (Headteacher)
Mrs Karen Mabbott

In attendance:

Mrs Sarah Harry (Deputy Headteacher)
Mrs Maisie Cox (Clerk)

Apologies:

None received

Part 1

1. Opening Prayer

RS opened the meeting with a prayer.

2. Acceptance/non-acceptance of apologies for absence

No Governors absent

3. Declaration of pecuniary interest in the current agenda

No pecuniary interests in the agenda were expressed to the clerk.

4. Appointment for the coming year of the Chair, Vice-Chair and the Treasurer

KB was voted in as Chair and RS was voted in as Vice-Chair and Treasurer unanimously by the board for the coming year.

5. Part 1 of the minutes from the previous meeting on 11th July 2018

GB confirmed that the Governor newsletter is almost complete and will email to KM shortly.

Governors had no further amendments to the minutes from the previous meeting and they were signed off as a true record of that meeting by the Chair.

6. Matters Arising

EP confirmed that a member of the Diocese is visiting the school next week to create a GDPR action plan.

EP confirmed that the Governors meeting for parents is set for 8th October 2018 at 7.30pm and is advertised in the school newsletter.

7. Headteacher's Verbal Report

EP verbally spoke through the below report to Governors:-

1. CHRISTIAN LIFE OF THE SCHOOL

1.1 Liturgy and Worship.

- * Worship themes based around Stories from the Bible.
- * Church continuing Thursdays worship.
- * Aim to strengthen links between Christ Church and the Church by working on the same assembly themes
- * School Service last Sunday which was well attended by staff. EP offered her thanks to the Church for the mugs.
- * Worship committee of children being selected to meet with Andy and Julie next week, re involvement of children.

1.2 Religious Education.

- * All teachers continue to teach from LDBS curriculum.
- * Jane Pavlou led a staff meeting with Mrs Goodwin based around SIAMS. Andy attended too.
- * All classes will have an RE working wall moving forward

1.3 The Commitment and Contribution to the Common Good

n/a

1.4 Continued Professional Development

- * Staff INSET.
- * Andy offer to support staff with Christian knowledge if requested. Staff to approach him if necessary.

1.5 SMSC (Spiritual, Moral, Social, Cultural)

n/a

2 CONTEXT OF THE SCHOOL

2.1 Number on Roll

- * The total roll of those pupils in Years R to 6 is 210 and the school is full. This includes 16 part-time Nursery pupils.
- * There are currently 15 children in receipt of Pupil Premium.
- * We have 5 children with Educational Health Care plans. Plans for Nursery child to join P/T

2.2 Transition to Secondary School.

- * All children received secondary school place. List will be in next HT Report.
- * Records have been passed over to new schools.
- * Visits from pupils from The Wren and QE girls so far. All happy.

2.3 Admissions to Nursery and Reception 2018

- * Reception and nursery children started as a staggered entry.

3 ACHIEVEMENT OF PUPILS

3.1 End of Year Results

- * Results were very good across the phases. Copy sent to Governors. Outcomes and Progress were good and leadership team are currently analysing data to set targets for this year.

Progress data- in year

- * Pupil Progress meetings next week. Transition meetings at the end of term between teachers and SLT, set targets and tracked progress.
- * HT currently in process of finalizing SEF and SIP for next meeting.
- * Achievement review is being prepared and all data analysed to set objectives for the school for this year.
- *Katie Dawburn (LNI) is visiting on Friday 28th September to agree the achievement review.

3.2 Inclusion

SEN Profile data update:

- * Total amount of children on roll – 223 (Including Nursery)
- * Total SEN – 19 children – 8% of Roll
- * Statement/ EHCP – 5 children – 2% of roll
- * SEN Support – 14 children – 5.9% of roll
- *New TA who will be running specialist Maths interventions x3 weekly

Statutory:

* Interventions in place. One specialist teaching assistant out of class 3 afternoons to run specialist maths provision.

* One SEN Statement to start in EYFS part time.

3.2 Specialist Support

n/a

3.3 Most Able Children

n/a

4 QUALITY OF TEACHING

4.1 Appraisal

* All teachers are currently undergoing appraisals. TAs will also have performance management meetings before half term.

* New pay policy to be ratified by Governors- EPM pay policy implemented. Governors need to decide whether they are happy to follow the guidelines for pay set down by Government.

* Pay rise is 3.5% for classroom teachers, 2% for those on upper pay scale and 1.5% for those in leadership positions.

4.2 Teacher Professional Development

* Teachers currently undergoing training with a focus on Mathematics teaching.

4.3 Partnerships with Barnet Schools.

* EP attended heads FAB Meeting. Minutes for the year will be produced for the next meeting.

* Plans in place for moderation of work between schools.

* School to School Partnership Programme due to start.

4.4 Staffing Changes.

* Welcome to Mrs O'Brien in Y1 and Mr Durston in EYFS.

4.5 Complaints Monitoring

* No official complaints to report.

5.BEHAVIOUR AND SAFETY

5.1 Behaviour and Pupil Exclusion Data

- * Pupil Exclusion: None
- * Homophobic: 0 incidents
- * Racial Harassment: 0 incidents
- * E-safety incidents: none reported.
- * Bullying Incidents: none reported

5.2 Safeguarding

- * Updated Safeguarding and Child Protection Policy sent out to Governors to be ratified.
- * All staff had GDPR training on the INSET day in September.
- * New staff have had Safeguarding induction.

5.3 Health and Safety

- * School check due.

5.4 Medical Reports and Analysis

- * No issues to report

5.5 Attendance.

- * We continue to monitor attendance. There are a small numbers of families who have persistent poor attendance and we are monitoring this and supporting where we can.

6. LEADERSHIP AND MANAGEMENT

6.1 Finance:

- * See finance committee notes.
- * Teachers pay rise. Dish washer in school kitchen. Electrical cabling in office.

6.2 Curriculum and Assessment

- * Cross Curricular Links.
- * Links with Barnet Museum.

Assessment.

- * Baseline assessments currently being made in Reception class.

Pupil Premium Children.

- * We have 15 children currently in receipt of pupil premium funding. We are using part of the funding to supplement school trips, uniform, extracurricular clubs, music lessons and swimming. We have also used it for the EEF Project.

Pupil Voice:

* Roles within the school being voted for, including House Captains, School Councillors, school magazine, librarians, JTA's, playground friends and Worship Committee

6.3 Policy Updates

* See separate agenda item.

6.4 Self Evaluation and School Improvement Plans

* This will be discussed at the next meeting

6.5 Premises

During the summer holidays the following works were undertaken:-

- * New fire alarm system
- * Pump station
- * Roof
- * Medical room refurbished
- * Classrooms repainted
- * Walls re-plastered in Y6
- * Area outside Y1 and Y2 decked and lawned
- * Driveway re-tarmacked
- * Sewer finished

6.6 Parental Engagement

- * Meet the Teacher after school at beginning of term
- * Each class teacher held a meeting for parents to go through plans and organisation for the year and answer any questions
- * Friends set dates for the term
- * EP to suggest to Friends to spend PTA funds on new playground equipment

6.7 Governors: Dates for your Diaries:

- * Gardening morning this Saturday 9am-11am
- * SIAMS Training for Governors and Church Heads at Christ Church School 27th September 6.30pm

Governors thanks EP for her report and congratulated all staff on their hard work and the excellent SATs results.

8. Admissions Policy

See Part 2 minutes.

9. Reports from Committees

(a) Finance Committee

Support Fund

RS explained to Governors that parent contributions have remained at a similar amount for the past five years. RS clarified that approximately 60% of parents are currently contributing, mostly the recommended £20 per month. RS summarised that once the LDBS is paid there will not be much left over in the Support Fund and more parents need to be encouraged to contribute.

EP asked whether the school fencing could be repaired using the Support Fund. DC to plea to Reception parents about this on the Parents' Evening, to encourage them to donate to the fund. GB to also remind all parents to contribute to fund in Governor newsletter.

Action: GB

Governors agreed to not send the Governor newsletter out at the same time as the school newsletter. GB to send DC and KB current draft of newsletter with specific attention to the fencing appeal.

Action: GB

(b) Buildings Committee

DC to circulate forthcoming meeting dates.

Action: DC

DC asked Governors to consider the objectives for the Buildings Committee moving forward. Governors suggested an additional security gate into the school, new signage and higher fencing around nursery.

Governors surmised that a new gate and fencing would cost approximately £4,500 and it is not allocated in this year's budget. If the fence was to be replaced it would therefore have to come out of the school contingency fund or be included in next year's budget. Alternatively, it could be paid for by the Support Fund if more parents made contributions this year.

Governors suggested that parents are given a comments form for suggestions on how to improve the school building at the next Governors meeting for parents. DC to arrange.

Action: DC

EP confirmed that the Friends have agreed to pay for an outside security light.

Governors discussed the condition of the pot holes in the drive leading up to the school. EP to attend Cllr Longstaff's surgery to discuss a resolution.

Action: EP

(c) Curriculum

Governors confirmed that the next Curriculum Committee meeting will be on Wednesday 3rd October and will focus on SIAMS and have an RE focussed Governor walk.

10. Policies to be ratified

Governors were in agreement to ratify the Safeguarding and Staff Pay Policies (*See separate agenda item for Admissions Policy*).

11. Report of Friends

No new information to report.

Future Friends events include a firework display, the Christmas fair and a quiz.

12. Governor Training, Support and Development

Governors agreed that the Governor fund will pay for KB to participate in the Chairs' Development Programme.

13. Discussion of a means of exchanging Governor documents

Governors discussed the possibility of sharing documents for meetings online, potentially using Google Docs or OneDrive.

Chair suggested for DL and DM to meet to discuss further. Chair to arrange a meeting.

Action: KB

14. AOB

None

15. Dates of future meetings (all at 7pm)

- 5th December 2018
- 13th March 2018
- 15th May 2018
- 10th July 2018

The Chair thanked everyone for their contributions.

Closing Prayer led by Revd. Rimmer

