

Date	21.07.22 5pm	Location	West Down Primary School		
Governor name	Initials		Present	Absent With apology (sanctioned)	Absent without apology (not sanctioned)
Su Carey	SC	Co-Head	Y		
Faye Poynter	FP	Co-Head	Y		
VACANT	WT	Staff			
Sian Barten	SB	Co-Opted <b>Chair</b>	Y		
Chris Galloway	CG	Co-Opted	Y		
Mike Hunt	MH	Co-Opted	Y		
David Richardson	DRn	Co-Opted	Y		
VACANT	-	Co-Opted			
VACANT	-	Foundation			
Caroline Raby	CR	Foundation		Y	
Campbell Orr	CO	LA	Y		
David Chugg	DC	Parent	Y (virtual)		
Debbie Radley	DRy	Parent	Y		
In attendance:					
Natalie Stanbury	NS	Clerk			

Being the best we can be, committed to making a difference		
	Item	Action/ Decision
1	<p><b>Welcome and Apologies</b></p> <p>Apologies were sanctioned as above. The Chair advised the board of the resignation of Warren Thornton.</p> <p><b>ACTION</b> - Clerk to organise an election for a new staff governor in the Autumn term.</p>	ACTION NS
2	<p><b>Declarations of interest</b></p> <p>To note any changes. Governors must declare an interest and leave the meeting when the appropriate item is dealt with.</p> <p>Published interests are here: <a href="https://www.westberryfederation.org.uk/governors">https://www.westberryfederation.org.uk/governors</a></p> <p>No new interests noted.</p>	
3	<p><b>Items brought forward by the chair</b></p> <p>Sian Barten, chair of the Pay and Performance Committee advised a meeting had taken place for this committee. Minutes are held in Part 2 - members discussed a number of items in line with the terms of reference.</p>	
d t	<p><b>Matters Arising</b></p> <p><b>ACTION</b> - Governors to include safeguarding questions above to staff when in school and report back at the May meeting. <b>Ongoing – some monitoring was postponed.</b></p> <p><b>ACTION</b> - NS to send equality audit and objectives information to SENDCO, Head, MH and SB to review the policy and objectives following the completion of an equality audit by the Autumn Term 2022. <b>Ongoing - since the meeting a this policy will be reviewed on the 8th September and reported at the next FGB.</b></p> <p><b>ACTION</b> - NS to send an attendance policy template if one exists to ensure we can meet the new requirements by September 2022. <b>Ongoing – no template is in existence currently. NS will forward guidance.</b></p> <p><b>ACTION</b> – Su to contact EWO and early help to organise support for attendance. To be reported at the next meeting.</p> <p><b>ACTION</b> – Heads to contact relevant organisations as discussed under the partnership working update. Complete.</p> <p><b>ACTION</b> Campbell to ask John Galling, Babcock safeguarding lead, regarding advice on racial prejudice</p>	

4	<p><b>Governance Update</b> Keeping Children Safe in Education has been updated for September 2022 – see safeguarding update for details.</p> <p>ACTION - NS to ensure 2022 version of KCSIE is added to the September agenda as part of our safeguarding update training.</p>	
5	<p><b>Review of SATS Results</b> Available here: <a href="#">SATS Results Summary</a></p> <p>Governors congratulated the heads and all staff on the positive set of SATS results received - particularly at Key Stage 2 (KS2). Governors agreed this was evidence that our strategies were effective and this was encouraging for future cohorts. Governors also agreed that sustaining positive results was now key to ensuring our strategies are effective going forward.</p> <p>With Key Stage 1 (KS1) results in mind Governors were reminded that work to improve early reading continues and we are already seeing the benefits of implementing the Read Write Inc training undertaken by staff this year.</p> <p><b>ACTION</b> - Miss Henderson to attend the October FGB to report on progress with early reading - NS to organise.</p> <p>Governors asked what more we can be doing to improve outcomes in all areas. Heads reported priorities for the next academic year were as follows:</p> <p><b>Early Reading:</b> To secure fidelity to the read Write Inc scheme to make certain children keep up rather than catch up. To continue to develop subject leadership</p> <p><b>English:</b> To ensure there is a consistent and effective approach to spelling and handwriting. To seek opportunities to develop our KS2 more able readers, ensuring all children receive a rich reading diet. To improve cross curricular writing To develop subject leadership.</p> <p><b>Maths:</b> To continue to develop all aspects of mastery. Focus on opportunities to enable children to explain and represent their mathematical understanding through representations. To develop collaborative planning across the federation. To support children to deconstruct word problems..</p> <p><b>Maths:</b> To continue to develop all aspects of mastery. Focus on opportunities to enable children to explain and represent their mathematical understanding through representations. To develop collaborative planning across the federation. To support children to deconstruct word problems..</p> <p>Governors acknowledged attainment was good in many areas - what can we report about progress? Heads explained that early analysis suggested that progress was good or better than predicted and correlated with in house earlier predictions.</p> <p>Governors asked, with regard to KS1, is there any evidence of bias within vulnerable groups? Heads explained this was largely cohort specific with no bias within groups. There was no evidence of lower ability children impacting on the results of higher ability children, although we continue to analyse results. We will continue to adapt what we offer and provide for children with specific needs, including SEN, as required.</p>	ACTION NS

	<p><b>ACTION</b> - Governors agreed to continue to monitor the effectiveness of our priorities using the monitoring templates in the Autumn term and re visit the School Development Plan (SDP) in September to ensure we are monitoring the right areas. To be added to the agenda for September. New monitoring formats are here:  <a href="https://drive.google.com/drive/folders/1E9bzDo4RVd33XW7Qlna23x_2mopXNUJb?usp=sharing">https://drive.google.com/drive/folders/1E9bzDo4RVd33XW7Qlna23x_2mopXNUJb?usp=sharing</a></p> <p>Governors noted the Sport Premium Report has been finalised and will be published. The Pupil Premiums reports for both schools will be finalised and published in the autumn term.</p>	ACTION ALL/NS
	<p><b>Partnership Working Update</b></p> <p>Su Carey, reported she had spoken with the Academy for Character and Excellence (a South Devon based trust interested in adding to their portfolio of schools in the North). While ACE Governors felt our values were aligned in many ways, when scoring the potential partnership against our agreed criteria they found that distance to the trust was a problem to great to overcome.</p> <p>A copy of our criteria are here:  <a href="https://docs.google.com/document/d/1KJRtSMOL6DBjCBfiO1Fq2igQ6OL2TymscMZGd2c9EBs/edit?usp=sharing">https://docs.google.com/document/d/1KJRtSMOL6DBjCBfiO1Fq2igQ6OL2TymscMZGd2c9EBs/edit?usp=sharing</a></p> <p>Governors resolved to continue to pursue a managed partnership with Tarka Learning Partnership. Heads will continue to meet with Andy Cotton to progress this in the new term.</p>	
7	<p><b>SIAMS, Ethos and Distinctiveness Update</b></p> <p>The Ethos and Vision Group reported they had convened and held a productive meeting. The minutes are here.</p> <p><b>ACTION</b> - Sian to forward an SIAMS information sheet to all governors.</p>	ACTION SB
8	<p><b>Monitoring Reports and future monitoring update</b></p> <p>Please refer to to item 5 - future monitoring was discussed and planned.</p>	
	<p><b>Review of parent, child and staff survey</b></p> <p>Governors were impressed to see a largely positive set of results from staff and parents. It was resolved to follow up on various comments made where possible.</p> <p>Parents commented they would like to have more opportunity to discuss how their children are performing - Heads acknowledged this would be discussed and a plan made going forward for increased opportunity to discuss and report on progress to parents and carers. The information evening for parents would be re instated in the autumn term to allow parents to re-connect with school and staff on site.</p> <p>Parents commented they did not always know what the children were studying. It was resolved to report via the newsletter how we communicate via our website regarding the content of the curriculum.</p>	

	<p>Once we have the results of the child survey - results would be correlated and reported further.</p> <p><b>ACTION</b> - NS to report to parents via the newsletter the survey results and ensure pupils survey is completed, reported and correlated</p>	ACTION NS
9	<p><b>Safeguarding (Standing Item)</b></p> <p>The key changes to Keeping Children Safe in Education are here:  <a href="https://learning.nspcc.org.uk/research-resources/schools/keeping-children-safe-in-education-caspar-briefing">https://learning.nspcc.org.uk/research-resources/schools/keeping-children-safe-in-education-caspar-briefing</a></p> <p>As reported at the last meeting, the 2022 changes come into force on the 1st September 2022.</p>	
10	<p><b>Agree the minutes of the previous meeting</b>  <a href="#">30.06.22</a></p> <p>Governors agreed the minutes of the previous meeting as an accurate and true record.</p>	
11	<p>What have we done today to ensure and assure ourselves in the following areas:</p> <ul style="list-style-type: none"> <li>● <b>Ensuring clarity of vision, ethos and strategic direction;</b></li> </ul> <p>Discussions regarding future partnerships and the decision to explore other options for partnership working, including continuing to develop a partnership with Tarka.</p> <ul style="list-style-type: none"> <li>● <b>Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff;</b></li> </ul> <p>Questions and challenge regarding SATS, discussion around our priorities and agreeing future monitoring priorities.</p> <ul style="list-style-type: none"> <li>● <b>Overseeing the financial performance of the organisation and making sure its money is well spent</b></li> </ul> <p>Ensuring the Pay &amp; Performance Committee has convened and dispelled it's functions - holding the headteacher to account regarding teaching staff pay and appraisal.</p>	

**ACTION** - Governors to include safeguarding above to staff when in school and report back at the May meeting. **Ongoing – some monitoring was postponed.**

**ACTION** - NS to send equality audit and objectives information to SENDCO, Head, MH and SB to review the policy and objectives following the completion of an equality audit by the Autumn Term 2022. **Ongoing.**



**Governing Board**  
**30th 21st July 2022, 5pm, West Down School**

**ACTION** – Su to contact EWO and early help to organise support for attendance. **Ongoing.**

**ACTION** Campbell to ask John Galling, Babcock safeguarding lead, regarding advice on racial prejudice. **Ongoing.**

**ACTION** - Clerk to organise an election for a new staff governor in the Autumn term.

**ACTION** - Miss Henderson to attend the October FGB to report on progress with early reading - NS to organise.

**ACTION** - Governors agreed to continue to monitor the effectiveness of our priorities using the monitoring templates in the Autumn term and re visit the School Development Plan (SDP) in September to ensure we are monitoring the right areas. To be added to the agenda for September.

New monitoring formats are here:

[https://drive.google.com/drive/folders/1E9bzDo4RVd33XW7Qlna23x\\_2mopXNUJb?usp=sharing](https://drive.google.com/drive/folders/1E9bzDo4RVd33XW7Qlna23x_2mopXNUJb?usp=sharing)

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