



Date	25.05.23 5pm	Location	West Down Primary School		
Governor name	Initials		Present	Apologies (Sanctioned)	Apologies (not sanctioned)
Su Carey	SC	Co-Head	Y		
Faye Poynter	FP	Co-Head	Y		
Allie Barnett	AB	Staff	Y		
Sian Jenkins	SB	Co-Opted Chair	Y		
Chris Galloway	CG	Co-Opted		Y	
David Richardson	DRi	Co-Opted	Y		
VACANT	-	Co-Opted	-	-	-
VACANT	-	Co-Opted	-	-	-
VACANT	-	Foundation	-	-	-
Caroline Raby	CR	Foundation		Y	
Campbell Orr	CO	LA	Y		
David Chugg	DC	Parent	Y		
Debbie Radley	DRy	Parent	Y		
In attendance:					
Jo Williams	JW	Clerk			

Being the best we can be, committed to making a difference

	Item	ACTION/ DECISION
1	<p>Welcome, Apologies and Prayer</p> <p>Apologies were sanctioned as above. The meeting was quorate.</p>	
2	<p>Declarations of interest</p> <p>To note any changes. Governors must declare an interest and leave the meeting when the appropriate item is dealt with.</p> <p>Governors to check and sign the register of business interests.</p> <p>Published interests are here: https://www.westberryfederation.org.uk/governors</p> <p>Chris Galloway is a paid member of staff as part time caretaker. Debbie Radley is a temporary paid member of staff as part time TA in Cherry Class (not exceeding 500 hours).</p>	
3	<p>Election of Vice Chair</p> <p>Campbell Orr self nominated for the position.</p> <p>DECISION All Governors agreed to elect Campbell Orr to the position of Vice-Chair.</p>	DECISION
4	<p>Business brought forward by the Chair</p> <p>Any urgent business to report not already on this agenda</p> <p>Sian Jenkins asked if Designated Safeguarding Leads were receiving enough support following a recent report. Susan Carey confirmed The Tarka Trust are now supporting her in her DSL role.</p>	
5	<p>Matters Arising</p> <p>To be discussed at the next meeting.</p> <p>ACTION Consider if the Federation should adopt a Menopause Policy. Devon County Council's Guide - Menopause at Work Policy</p> <p>Agree the minutes of the previous meeting held on 27.4.23</p> <p>The minutes of the previous meeting held on 27.4.23 were agreed as an accurate and true record.</p>	ACTION
6	<p>Verbal HT Report</p> <p>Statutory assessments are currently taking place for KS1. HTs reported that KS2 papers were more gruelling than previous years.</p> <p>Governors asked why KS2 assessments were harder this year? HTs explained that the word counts were higher. It has been nationally reported that the papers have been analysed as being harder than pre-covid KS2 exams. Results should be available 12.7.23.</p> <p>Federation Festival took place today.</p>	

	<p>Teacher Training - HTs shared that the Dare to Lead programme for teachers is nearly finished. HTs have discovered from this that teachers would like to have time to work on relationships. HTs would like to add time for this into the SDP.</p> <p>Curriculum Development - HTs attended Tarka Trust SL Group meeting, including talk by Sticklepath teacher Holly Pennington. She has developed a EYs vocabulary development scheme. There has been a deficit in EYs vocabulary since the pandemic. From this HTs are working on reshaping the curriculum to incorporate the key concepts through which all teachers can see the language being taught across all subject areas. After talking with teachers, HTs are adding 'Innovation' as a learning target, which fits well with the Federation value 'Be the Best You Can Be'. HTs will share the documents supporting this with Governors when they are completed.</p> <p>What do you think the impact will be for SEN children? HTs believe this will help SEN children's language skills. There is evidence to show teaching this from preschool results in more developed language but will need to monitor.</p> <p>How can progress be monitored? Could schools use a product called Insight which lets you drill down through the data to check progress and attainment? HTs felt there could be a problem with accessing children more for this, as more assessments don't always produce reliable data. They believe the new system will allow for more accurate analysis.</p> <p>Why the currently used RWI programme would not suffice? HTs believe that the RWI programme is a little prescriptive, the new programme would allow for more creativity, especially now the RWI programme is embedded.</p> <p>Attendance This is improving but HTs monitoring SEN children's attendance as evidence to show children who find school harder will have more time off. Working with one family in particular on this and ways the school can help and support.</p>	
8	<p>Update on Progress with Tarka Learning Partnership and Agree Actions Progress to join the Trust is still currently paused. The Trust has produced a Pre-Conversion School Review May 23</p>	
9	<p>Ethos and Christian Distinctiveness Ethos and Vision May 2023 Monitoring Report</p>	
10	<p>Safeguarding Update ACTION Monitoring visit by Campbell Orr to take place 7th June.</p>	ACTION - CO
11	<p>Monitoring Reports ACTION Governors agreed to the following monitoring to take place in the next half term - Debbie Radley to complete EYFS monitoring Campbell Orr to complete SEND monitoring. David Chugg to meet with Louise Richards to monitor the budget.</p>	ACTION - DR, CO and DC
12	<p>Policies DECISION Governors agreed to adopt the following policies - ECT Policy Health and Safety Policy 2023-24 Accessibility Plan 2023-26 Supporting Pupils with Medical Conditions 2022-23 Complaints Procedure 2023-24</p>	DECISION



	Promoting Positive Behaviour and Anti Bullying Policy 2023-24	
13	<p>What have we done today to ensure and assure ourselves in the following areas -</p> <ul style="list-style-type: none">- Ensuring clarity of vision, ethos and strategic direction; Governors approved the above policies.- Holding executive leaders to account for the education performance of the organisation and its pupils, and the performance management of staff HT explained the plans for the curriculum to Governors. Ethos and Vision monitoring took place. Agreed to monitor other areas to ensure triangulation of evidence is in place.- Overseeing the financial performance of the organisation and making sure its money is well spent Budget monitoring planned to take place.	
	<p>Date of next meeting: 17.7.23 5pm, West Down</p>	

DECISION - Campbell Orr elected Vice Chair

ACTION - Policy Menopause at Work to be considered

ACTION - Various monitoring to take place

DECISION - ECT, Health and Safety, Supporting Pupils with Medical Conditions, Complaints Procedure, Promoting Positive Behaviour and Anti Bullying Policies approved