

Chiltern Edge School

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Ref:

Minutes of the Full Governing Body Meeting held on Monday 12th October 2015 at 7pm in the Library

Present

Christine Atkinson (CA)
Pauline Conway - Chair of Governors (PC)
Simon Cuthbert (SC)
Simon Guest (SG)
Faith Lusted (FL)
Melvyn Lloyd (ML)
Ian McGowan (IMc)
Steve Mathews (SM)
Julia O'Farrelly (JoF)
Nick Ralph (NR)
Daniel Sadler Head teacher (DS)
Claire Samuel (CS)

In Attendance

Leena Wisely – Clerk
Pat Casserley - Bursar

1. Welcome

The chair welcomed everybody to the meeting

- 1.1 Apologies were received and accepted from Simon Fox (SF); Jo Goswell (JG); Andrew Harland (AH)
- 1.2 Absent - Toby Greenwood (TG) & Ross Stuart (RS)
- 1.3 The meeting was quorate
- 1.4 There were no declarations of pecuniary interest relating to any agenda item.



2. Minutes of last meeting

The minutes of the meeting on 6th July 2015 were accepted as an accurate record of the last meeting and duly signed by the chair of governors.

3. Matters arising

The GB reviewed the minutes of the meeting on 6th July 2015.

1. Following the action in matters arising for PC to remind the whole GB to complete their Roles and responsibilities, this was reiterated

ACTION: WHOLE GB to complete their roles and responsibilities and send to LW ASAP

2. It was noted that PC was continuing to work on the equality policy and would update GB once complete.

3. It was confirmed that the end of year newsletter from the GB was completed and distributed to parents

4. Following the actions in item 9 for a practice OFSTED, it was noted that Michele Robins will do an OFSTED workshop on the 9th November 2015.

ACTION: DS to send out a list of question for the GB prior to Ofsted workshop once discussed with SLT

ACTION: LW to send out an invite for workshop with Michele Robins to all GB with list of questions from DS

5. In item 10 on the subject of admissions, there was an action for CA to contact SCPS to arrange a presentation to Yr5. It was noted that SCPS gave very short notice, so no time to prepare.

ACTION: FL to discuss at next CF&C meeting to plan presentations for next year

It was noted that there was a big turnout of Year 5 parents at CE events and Kidmore End Primary have a cookery event and a year assembly planned with CE.

6. Following the action in item 11, it was noted the School council (SC) have had their first meeting.

ACTION: DS to arrange a date for the GB to go to a SC meeting.

4. Exam Results 2014/2015 and 5. Head Teachers Report

Item 4 and 5 of the agenda were discussed together with the GB, as the head's report was primarily results focused. The Head's report was distributed prior to the meeting to the whole GB

DS informed the GB that the C&A committee had a comprehensive meeting at the beginning of the month and discussed the results in depth. DS gave the GB the main headlines of the results in his report.

It was reported that the results in English language were poor, largely due to difficult staffing issues and results in science were disappointing again due to staffing problems. PE results were disappointing too and the underlying problems were discussed by the GB.

DS explained that the accountability measures have changed over the years which make it hard to compare results and year on year comparisons from 2013/14 and 2015. Many schools have changed to iGCSE's further making comparisons hard.

It was noted that the cohort had a significant number of low achieving students and generally 90-100% of students are expected to achieve 5A*-C. It was noted that in Maths, the results were not far off the historical trend.

The GB discussed staffing in more depth and it was noted that the English department in 2014 were at 76% with 3 levels of progress and then in 2015 the whole department changed except for 1 member of staff. The controlled assessments were not good enough due to poor internal moderation.

Q. What was the reason for 3 English teachers leaving?

A. Coincidence with 3 different reasons for leaving. There is a national problem recruiting for core subjects and the GB discussed this in depth.

Q. Was there any problem with the English language paper, as there were many students at Henley College with bad English Language results?

A. We can see enough internal factors to cause this dip in results. It wasn't the exam that caused the problem; it was the controlled assessments that were moderated poorly. It should be noted the current Yr11 are doing considerably better.



It was noted that the science results deflated and staffing was at the core of this situation with an unexpected paternity leave which was covered by an ex teacher.

The GB discussed current maths teachers and the results being progressively good, which was very positive and the PE department was discussed.

It was noted that all subjects are being monitored and tracked for moderation and all is tracking more positively for the New Year with a stronger top end of students in Yr11 for 2016 exams.

It was reported that the progress 8 score is positive at 0.83 with the national average at 0.3 and the floor 0.00

The value added for CE is 1010 compared to the national average of 1000.

PP gaps were reported as narrowing and information is being collated to show progress.

It was noted that the staff are working hard to ensure none of the mistakes from the previous year are repeated with the current year 11 students.

The GB learnt that the CF&C committee is addressing the issue of attendance which will in turn impact both attendance and achievement.

DS shared with the GB information following his recent meeting with Nick Gibb and Rob Wilson and other heads of schools in Berkshire discussing funding. Both Nick Gibb and Rob Wilson both agreed about underfunded areas and the example of Wheelers school in Birmingham having a much bigger budget with similar size to CE due to local authority funding was discussed. During the meeting they discussed academy status and the school deficit. Q. Are we in danger of being left behind?

A. Other schools in the area want to keep their identity, so we would look to share resources/departments with other local schools.

DS reported that in a meeting with 6 other secondary schools, 4 were in deficit and the OCC academy's conversion officer was chairing the meeting.

The outcome for funding was better in 2017/18 with the teacher's first initiative in Reading allowing student teachers to do their placements in the area.

The GB discussed the deficit and how that will decrease and it was noted that this can only happen if the original deficit is paid off.

Q. Is interest charged on any payoff?

A. Yes, they are starting to charge interest.

The GB discussed the challenges ahead and DS explained what format the HMI follows. It was noted that there have been some very positive outcomes in 2014/15 and it will fall to the HMI to look beyond the overall results of 46% and look at the positive future ahead.

Q. How is the progress on reviewing the curriculum?

A. This is being looked at and currently bench marking with other schools.

DS informed the GB that he was looking at an option to change the model to mixed year options where years 9, 10 and 11 would work on the same model blocks and this would give a better range of options and choices and allow the running of bespoke courses.

Q. Would students choose options a year earlier?

A. Yes, year 8 & 9 would choose options

It was suggested that it would be a good idea for GB to visit a school already doing this and it was noted DS has already emailed a school in Birmingham to arrange a visit.

The GB discussed the pros and cons of such a model and how it would work in more detail and how this would happen logistically and they discussed the option of resits.

6. Agree the governors for head's performance management and the external adviser

The GB discussed the head teacher's performance management and options for an advisor was confirmed that we will contact John Evans, an external advisor to confirm he is available and happy to do this.

ACTION: PC to send an email John Evans to organise a date.

It was agreed that SC, IMc and PC would sit on this forum.

7. Items from Strategic meeting

- Establish pay panel with one member from each committee:

It was noted that the pay panel last year was JG,FL,ML and NR



ACTION: PC to email last year's pay panel to invite them to sit on it again.

- Establish panel to discuss targets with DS

It was agreed to continue with the panel from the previous year of JG and JoF

ACTION: PC to email JG re the panel for target setting.

Q. When do the targets come out?

A. The measurements are still being looked at and targets can be released after raise online is published.

Q. Will Progress 8 be published?

A. Yes, but the figures will be only for schools that have opted in for 2014/15, as it was not mandatory.

ACTION: PC to organise target setting once raiseonline is published.

8. Scheduling work for GB and committee

The GB was informed that the walk around day at school would be on the 3rd of February.

ACTION; ALL GB to let LW know if they can attend the governor's day on the 3rd February 2016

The GB was reminded to complete the schedule of work and TOR at their respective committee meetings and chairs of committees informed the GB this was already underway in each committee.

9. Complaints and Policies

- Complaints Policy – It was note that PC audited the policy and there have been no complaints from students or parents. There has however been a serious complaint from a neighbour, PC has spoken to the neighbour and the complaint has now been closed. The FGB learnt of the complaint in more detail

Q. Why did the students behave badly?

A. The neighbour tried to break up a fight and protect a student

Q. Did the police get involved?

A. Yes, the incident was reported to the police

It was noted all policies for review had been posted on to Yammer prior to meeting for GB to review.

- The pay policy – This is the OCC template and union approved
 - Q. Will this policy hamper paying the Math's teacher more?
 - A. No, this policy will only be a problem if you paid less not moreThe GB all agreed and the policy was signed by the Chair of Governors and Headteacher
- The Behaviour Policy – The GB noted this was reviewed at the CF&C committee meeting and changes in wording from Restraining to more positive wording was used and with the addition of the anti-bullying information.
The GB agreed and the policy was signed by the Chair of Governors and Headteacher
- Attendance Policy – The GB learnt that the addition of fining was needed to give the school the option of fining if they needed to for unauthorised absence.
 - Q. Is there any evidence that the threat of fining for unauthorised absences stops it?
 - A. It is about protecting the school and having the right steps in place if there is a permeant exclusion. If fining is not in the policy, it cannot be used. The language used in the policy is that it 'might be' used and in some cases is pivotal. The decisions are made case by case.The GB agreed and the policy was signed by the Chair of Governors and the Headteacher
- Health and Safety Policy – The GB agreed it and it was signed off by PC
- Safeguarding Policy – CA reported that OCC are sending information to Dave Luke
ACTION: PC to email Dave Luke to chase up OCC for information for safeguarding policy.

10. Parent Governor Elections

LW reported that three parents were interested in 2 vacancies for parent governor and the nominations finish on 14/10/15



11. Issues to refer to School Council

The GB agreed that the School Council send any issues to the GB and that they should be asked their views on

1. Mixed ability teaching
2. Ofsted feedback both positive and negative.

ACTION: DS to access student panel questions for the SC

12. AOB

- NR asked the GB if they wanted a governors table for the CESA quiz night, but it was noted that many governors were already going and had joined other tables.
- The GB acknowledged and accepted apologies from AH, JG and SF and noted both RS and TG were absent with no apologies given.
- The GB were informed of the careers meeting and invited to attend if they could.
- It was noted that CESA are doing a brilliant job

ACTION: PC to send a note to CESA thanking them for their efforts and hard work.

There was no other AOB

The meeting closed at 8.55pm

Next FGB meeting is 30th November 2015 at 7pm in the Library.

