**Date of meeting:**  Wednesday 29th March 2017  
**Time:**  9.15am at The Royal Oak  

**Present:**  
Sarah Stokes (Head) SS  
Helen Smith (Y1 class rep) HS  
Catherine Thompson (Y3 class rep) CT  
Liz James (Governor) LJ  
Lucy Whitehead (Y2 class rep & Governor) LW  
Julia Coward (Y6 class rep) JC  
Angela Winsor (Governor) AW  
Rachael Tufo RT (Scribe)  

**Apologies:**  
Louise Minter (Y3 class rep) LM  
Alison Thompson (Y3 class rep) AT  
Fran Dowsett (Y4 class rep) FD  
Sue Smeaton (PTA Chair)  
Sarah Vedor (Y5 class rep and PTA Chair) SV  
Wendy Wood (YR class rep) WW  

<table>
<thead>
<tr>
<th>Initials</th>
<th>Discussion points</th>
<th>Agreed actions</th>
</tr>
</thead>
</table>
| SS       | **Item 1 - Welcome and Apologies**  
Welcome again to Angela Winsor, who has become Chair of Governors, as well as Liz James (Parent Governor).  
Congratulations to Lucy Whitehead, who has just become a Parent Governor.  
Noted that Y4 and Y5 are not represented at today's meeting.  
Apologies listed above.  |               |
| SS       | **Item 2 - Outstanding Actions from Previous Minutes:**  
- Sleep Consultant Info from Claire Ashley  
- Gymnastic provision for after school clubs  |  
  - RT to chase CA  
  - RT to research weekend provision with High Voltage and local schools.  |
**Item 3 - Any relevant updates from our governing body**

Governor meeting held last week. AW is new chair of governors, with LJ and JS co-vice chairs. LW voted in as parent governor along with Mr M Smith as a co-opted governor.

Main item on the agenda at the meeting was the provision of information to parents about the academy agenda, which parents should all now have including details of two Q&A sessions to voice any concerns and talk about it with the SLT and governors.

SS confirmed that there will be a more formal consultation during the summer term. Discussion ensues with SS offering an explanation for the choice of TGAT, who originally approached DPS because they liked what we do.

Reasons:

1. Their main focus is promoting excellence in primary education.

2. They are a charitable organisation and whilst the decision to join an academy is not all about the financial aspects, we have to be realistic in the current economic climate, not to compromise the children's education right now, whilst waiting to see what happens in the political landscape.

3. TGAT is charitable, so while being in an academy does not put you in a better financial situation, they have a schools trust behind the charitable trust, which feeds into them. At the moment they have been helping us with our enrichment learning, so it is a healthy trust.

4. It has no intention of becoming a trust that has 75 schools in it. They are looking at 5 or 6 schools in total in the South East and we will be involved in the decision making.

5. They only want primary schools. We have looked at 'all through' trusts and also 'primary trusts' and in general secondary colleagues take the lead within their trusts. We don't want that. We want Dormansland and their families to have the best.

6. When they approached us, we were only their second school. They were asked to take on a special measures school and is now Ofsted ready and ready for 'Good'. Temple Grove Academy - not the trust.

7. There will be no executive head and as we are about the shaping of the future, we have been asked to help bring in other schools. At the end of the day we are not interested in business, but the education, so this decision is a win win for both strategic and practical reasons.

JC asked what would happen if someone wanted to include secondary schools in it later on? SS advised that there is a board of trustees and an executive board which runs the academy, with AW sitting on the governing body section, therefore ensuring we are involved in any decision making. LJ advised another positive - having attended some of the meetings, the thing that stood out that everyone felt, was that TGAT are adamant that DPS's own individuality, ethos and sense of self should not change. Some academies want to be very corporate with schools fitting in with them. TGAT were keen to emphasise that we do not lose a sense of who we are. Some trusts disband the governing body, change the school name, fonts, uniform and rebrand. That is not going to happen to us.

8. We have had an opportunity to work with TGAT through their affiliate enrichment programme for the last year and we really like the people involved with the Trust.
Item 3 cont….

SS confirms this is not a panic or sudden decision, we have been looking at this for a long time and are very excited for the future.

SS and AW will attend their meetings and a member of the TGAT Board will sit on our own governing body meetings.

HS queries how the academy works financially. SS advises that if we go through, we sign a legally binding document with the Dept of Education, giving TGAT financial accountability. We have complete autonomy. We can then buy in who we want and have worked with in the past, helping the services become much more localised and better suited to meet the needs of our children. As local authority resources become diminished the good people are leaving.

JC - will they have access to mini buses? Yes, they have two, held on site in TW.

SS - it is a different mindset but allows the staff to free up their time to do what they do best. All you will see is link on each of our websites to each other. LJ - more support, more money, more autonomy.

HS - is there an opt out? SS - what we have now is a period of time which includes a consultation. We have been assigned a broker, with a 'to do' list. There is a very set time scale and during that we will continue with our 'due diligence' responsibilities. AW - we will be employing a firm of lawyers to look at everything. Academy Conversion is becoming an area of legal specialism for some firms now. We get £25k for the process. CT - timescale. SS earliest at moment is 1st Jan 2018, but this is, by no means, set in stone. LJ - in some county councils, services have been withdrawn completely. everything is changing and we are going towards MAT's.

We are currently looking for a Co-opted Governor with a business and/or IT background.
<table>
<thead>
<tr>
<th>Item 4 - Updates; Breakfast Club, Growth Mindset Workshop, School Garden &amp; New Parent info:</th>
</tr>
</thead>
</table>
| **Breakfast Club:**  
Will not be starting before Sept 2017. Further feedback is needed. SS asked if a Survey Monkey would be best or via class Facebook pages. LW suggested a bit of both. |

| **Growth Mindset Workshop:**  
As mentioned in Item 2. |

| **School Garden:**  
Update from RT: a small group of parents, grandparents and staff recently got together to discuss starting work on the garden over the holidays. David Coward has kindly drawn up a proposed plan and we are in talks with two locals businesses for a free contribution of their services. A potting shed is currently on order.  

| **New Parent Info Pack feedback:**  
LW advised feedback from reception - there is too much information and too many flyers, with too much stuff to take in. LJ asked if a medical policy could be added, with a signpost to parents to find, as one parent could not find it. LW asked if SS could have the school website up during the new parents evening, with a demonstration of where to find things. |

| Item 5 - Report on Ashdown Forest  
SS advised this is currently being done, but has been delayed whilst the photographer finishes his photos. Both the team at AF and the school are working on the report together to share and use. Mr P is putting together a video of interviews with the children. The report will include plans for the rest of the year, for each class and Y5 & 6 working towards a John Muir Award.  

| YR have been invited to attend additional forest school sessions at Notre Dame, further details to follow. |

| Item 6 - School Values and Vision  
Class Reps were shown a supporting document (attached as addendum to minutes), which sets out a new school vision and a list of what the school values most.  

| SS will be talking to children about this after Easter, as well as sending to parents for their comments. |

| • RT to design a slip with feedback to Class Reps, sent electronically, but exc. Y6. |
| • WG to edit down information she has reviewed. |
| • SS to work on demo of website for new parents evening. |

| SS to send out AF programme to parents. |

<p>| • SS to send School Values and Vision doc next term to parents and will be an agenda item at June PF Mtg. |</p>
<table>
<thead>
<tr>
<th>Item 7 - AOB from Class Reps:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>YR feedback:</strong>&lt;br&gt;Clarification of Premier Sports in the morning. Felt it is not clear that you can just turn up and pay on the day.&lt;br&gt;Termly parental contribution is not clear.&lt;br&gt;Can school confirm plans for the new breakfast club - please see item 4.</td>
</tr>
<tr>
<td><strong>Year 1 feedback:</strong>&lt;br&gt;Why are there now 32 children in Y1? SS advised that there is a legal stipulation which says that you cannot go over 30 children in ‘Infants’, unless you are directed by SCC to do so, which has been the case here. Unfortunately, no funding follows the additional children and SS has appealed on both cases, which went to a tribunal and were upheld by SCC.</td>
</tr>
<tr>
<td>SS confirmed that there will be a full time classroom assistant from September and in the meantime, Miss May we will be given further TA support for the Summer term.</td>
</tr>
<tr>
<td>HS advised that a parent had raised a concern over special treatment for certain children on Movie Night, when pizza was brought into the hall and eaten in front of the other children. SS was disappointed to hear this, as it was made clear in the communications that no personal food should be brought in. As some people have chosen to ignore this, there will be no food allowed at all, for future movie nights.</td>
</tr>
<tr>
<td>HS relayed some parents having difficulty returning school slips in the morning. SS will arrange an additional post box at the other end of school, for returning communication.</td>
</tr>
<tr>
<td><strong>Year 2 feedback:</strong>&lt;br&gt;LW advises similar query to Y1 and class sizes, info on top of PF minutes are incorrect.</td>
</tr>
<tr>
<td><strong>Y3 feedback:</strong>&lt;br&gt;Nothing to report.</td>
</tr>
<tr>
<td><strong>Y4 feedback:</strong>&lt;br&gt;Nothing to report</td>
</tr>
<tr>
<td><strong>Y5 feedback:</strong>&lt;br&gt;Nothing to report</td>
</tr>
<tr>
<td><strong>Y6 feedback:</strong>&lt;br&gt;Nothing to report from the rest of the class. Quick query on photograph policy at school from JC.</td>
</tr>
</tbody>
</table>

**Date for next meeting: tbc**

---

The meeting closed at 11.35am.

Distribution to those present and apologies. Copies to SLT and JL.
Contact details: Sarah Stokes (head@dormansland.surrey.sch.uk), Faye Davies (fdavies@dormansland.surrey.sch.uk), Mark Cook (mcook@dormansland.surrey.sch.uk)