## MINUTES OF ROSEHILL INFANT AND NURSERY SCHOOL

### FULL GOVERNING BOARD MEETING

**HELD ON TUESDAY 9TH JULY 2019**

Present: Karen Clark (Chair), Shayad Mahmood (Vice Chair), Asif Zaman, Rahma Salah, Mark Booton, Ian Whitehead, Rafaan Chowdhury, Sandra Taylor, Sarah Tennant, Helen Kelk (Head Teacher), Asia Bibi (Deputy Head Teacher), Yasmin Akhtar (Clerk)

The meeting commenced at 17.30 pm.

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<th>Action</th>
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<tr>
<td>1. <strong>Apologies for Absence</strong></td>
<td>Apologies received from Andrea Hewitt (Associate Governor) – apologies accepted by the Governing Board.</td>
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<td>2. <strong>Review of Membership</strong></td>
<td>Governors were given a copy of the Instrument of Government – the parent’s membership was discussed as a concern. Governors were informed that school was finding it difficult to recruit a third parent governor and therefore it was concluded with a unanimous decision to change the instrument to 2 parent governors. It was also decided that with a new cohort of parents arriving in September any parent’s who were interested in becoming a parent governor would be given the opportunity to shadow a current governor to enable them to familiarise themselves with the role.</td>
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<td>Action: Clerk to contact J Hadfield to amend Instrument.</td>
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| 3. **Declarations of Interests** | K Clark – Governor at St James’ Federation  
S Mahmood – Governor at St James’ Federation  
M Booton – Governor at Bemrose School  
Sara Tennant – Governor at a playgroup |
| 4. **Minutes and Matters Arising** | Clerk uploaded minutes onto Governor Hub prior to the meeting. Chair went through all minutes page by page for any inaccuracies – none recorded.  
**Matters Arising:**  
Action: Clerk uploaded policies onto Governor Hub which have now been ratified.  
Action: Governor mentioned has completed the Disqualification Form.  
Action: Chair reported that she has spoken to the mentioned governor and that the DBS has been done.  
Action: Chair reported that she has spoken to the Head and Deputy at SJJ and that there had been co-operation with transition but no moderation had taken place. |
Confidential Minutes – the GB went through the minutes for inaccuracies – none recorded. Action: Head contacted HR for advice – matter discussed and agreed. Minutes agreed and signed

5. Policies
Chair went through the policies – these were uploaded onto Governor Hub prior to the meeting for governors to read.

Risk Assessment Policy – agreed and ratified
Stress Management Policy – agreed and ratified
Education Child Protection/Safeguarding Policy – agreed and ratified

6. Data Reports
HK reported that the overall data analysis was extremely positive.

Year 2 Sats results reading moved up by 69.4 to 78.4 writing had improved from 63.3 to 76.5 and maths had improved from 65.3 to 76.5. The gender gap was found to be narrowing. The percentage of always children were above the cohort for reading, writing and maths. Pupil premium children were also above cohort in all areas. Weaknesses – greater depth has slightly dropped in reading and writing.

Year 1 in reading 57 last year 54 this year – no concerns.
Strengths – Maths results have improved from 50% to 54%
20% children achieving greater depth in maths and 23% achieving greater depth in reading.
All Pupil Premium children achieving over 60% in reading, writing and maths.
Weaknesses – Writing results are lower than reading and maths
Reading and writing results have both decreased slightly from last year due to cohort.
Less children achieving greater depth in writing compared to reading and maths.
Girls outperform boys in reading, writing and maths.

FS2 – GLD has improved from 55% to 66.7% which is a great increase across the board. The gap between the boys was narrowing. Always children out performed the cohort. Pupil premium just slightly under the cohort.
Strengths – Results are higher this year compared to the last 3 years, showing an upward trend
Boys are above last year’s national for GLD
Maths has improved from 57% to 66.7%
35 children out of 48 are on track in Listening and Attention (73%)

Weaknesses – Shape space and measure has decreased from 74% to 67%

    Significant Gap between girls and boys national in number and shape and measure
    Significant gap between girls reading and national girls reading.

Year 1 Phonics – 81% which is 1% down on last year but it was felt that it was an excellent outcome because it was a poor cohort.

Nursery children made great progress in listening and attention and understanding and understanding of the world. The areas that show less progress were that only 6.7% were on track for GLD. There were only 13.3% 4/30 children on track for writing and only 23.3% 7/30 on track for reading. Numbers, space shape and measures the outcomes were very low. SM asked why this was the case? - HK informed governors that the number of SEN children had been a challenge for staffing and support and this was due to the lack of funding from the LA. It was felt that dealing with these SEN children was having an impact on the teaching and learning in nursery. Nursery provision was going to be the main priority for the SDP 2019/20 and FS2 was going to be monitored closely as these current nursery children needed intervention to accelerate progress in reading, writing and maths. KC requested that the Lead for FS was to produce an action plan and report progress to the GB.

**Maths Data Analysis**

Report given to governors prior to the meeting. AB went through the report. The highlighted points from the Attainment report for maths were:-

Nursery – Attainment Report shows:
Strengths –
- Children attaining higher than the predictions for the end of nursery in number.
- Girls are performing better than the boys in maths overall.
- Gender gap has been reduced from Spring 1 to Spring 2 by 6.5%

Weaknesses –
- Attainment in SSM is lower than Number – this is due to children having limited language when they start nursery.

FS2 – Attainment Report shows:
Strengths –
- Attainment has increased in both number and SSM

| Action: FS Lead to produce action plan |  |
- Attainment for end of Spring 2 shows children are on track for end of year predictions.
- Gender gap of 23.5% in Aut 2 has been reduced to boys outperforming the girls in Spring 2.

Weaknesses –
- Children performing better in SSM in comparison to number.
- Girls underperforming compared to the boys
- 3 out of 4 PP children are working below the expected level of attainment.

Year 1 – Spring 2 - Attainment Report shows:
Strengths –
- Last year 50% achieved expected and above by the end of the year. End of Spring 2, 74.5% are working at expected and above already.

Weaknesses –
- Girls are outperforming the boys by 21%. The cohort is heavy. Majority of the SEN and New to English children are boys.

Year 1 - Spring 2 – Progress Report shows:
Strengths –
- 76.3% children have made expected and or better than expected progress since the start of Year 1.

Weaknesses –
- 9 Children making below expected progress. These children are SEN children.

Year 2 – Spring 2 - Attainment Report shows:
Strengths –
- 78.8% children are on track working at expected and above at the end of Spring 2. Increased from 72% Spring 1.
- Children are performing better than the predicted attainment for the end of the year.

Weaknesses –
- Girls are outperforming the boys.

Year 2 – Spring 2 – Progress Report shows:
88.3% children have made expected and or better than expected progress.

Governors were happy with the data update and thanked HK and AB for the reports.

7. **Agreement of acceptance for DCC HR Strategic Policies**
Governors all agreed to accept the DCC HR Strategic Policies.
8. **Governor Training and Development**
   KC asked Clerk if she could be booked on the Ofsted training. KC asked governors to read the monitoring documentation on intervention groups and SEND.

   Clerk has uploaded the latest Governor training newsletter onto Governor Hub and asked governors to read through and inform of any training they wish to be booked on.

9. **Governor Attendance**
   KC informed governors that they are required to attend 80% of GB meetings. KC was aware that governors had other commitments but asked all governors to commit themselves to attend at least 80% of meetings. If attendance is under 80% 2019/20 KC will refer the matter to LA Governor advice then we will have to speak to governors regarding their role.

10. **School Items**
    KC informed governors that we need to look at the well being of staff. KC asked for a school policy to be updated and to include procedures and support systems in place. KC wanted the Head to report back on staff well being.

    **Action:** Head to report on staff well being

11. **Correspondence**
    The chair informed governors that she had received a resignation letter from a member of staff – letter accepted by governors. Acknowledgement and thank you letter to be sent out on behalf of the GB.

    **Action:** Acknowledgement/thank you letter on behalf of GB.

12. **Date of next meeting**
    New Planner 19/20 will be uploaded onto Governor Hub

    **Action:** Clerk to upload new planner 19/20 onto Governor Hub.

13. **Determination of Confidentiality of Business**
    Confidential minutes

14. **What Difference has this meeting made to Rosehill Pupils?**
    Analysed and monitored data and the impact
    Clear strengths and weaknesses highlighted
    Looked at children’s impact on learning
    Clear on our targets for the next academic year
    Discussing FS1 enlightened the GB.

Meeting concluded 7.00 pm