

# RAVENSWOOD SCHOOL

## MINUTES OF THE FULL GOVERNORS MEETING 4.45pm – Wednesday 30<sup>th</sup> March 2016



Ref	Agenda Item	Action by
1	<p><b>ATTENDANCE</b></p> <p>Mike Evans (Chair) Neil Brooksbank (NB) Sally Crook (SC) Jill Iles (JI) Graham Shrubsole (GS) Andy Thatcher (AT) Cate Hill (CH) Heather Pickstock (HP)</p> <p><b>School Officers</b></p> <p>Mark Senior (MS) Katie Barnes (KB)</p> <p>Dawn Perrett (Minutes) (DP)</p>	
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies received and accepted from Philippa Clark (PC) (Headteacher) Pam Pollard (PP) Stuart Iles (SI)</p>	
3	<p><b>DECLARATION OF PERSONAL INTERESTS IN ANY AGENDA ITEM</b></p> <p>None declared</p>	
4	<p><b>A.O.B.</b></p> <p>School Funding 2017 onwards Academy Status/Multi Academy Status</p>	
5	<p><b>MINUTES OF MEETING -10/2/16</b></p> <p>The minutes were accepted and signed as a true record of the meeting. ME said a copy would be sent to NS Governor Services and the Director and Assistant Director</p>	
6	<p><b>MATTERS ARISING FROM MEETING 10/2.16</b></p> <p>Action Points</p> <p>16 – ME has organised a review meeting on 22<sup>nd</sup> April at 4pm. ME will use Ravenswood Post and email all staff to notify them of the meeting. PC and ME were keeping an eye on NS H&amp;S policy on Hep B vaccination and there is no update at present. ME said he had written to staff with a summary of actions taken to their concerns. One Governor felt unable to sign the letter and rather than name that Governor, ME sent the letter from himself.</p>	
7	<p><b>HEADTEACHERS REPORT</b></p> <p>As PC was absent it was agreed to put on hold until next meeting.</p>	

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8	<p><b>SCHOOL FINANCIAL VALUES STANDARD</b></p> <p>GS highlighted that there was an error on the assessment form where it states that Stuart Iles is an ex-head teacher. ME will contact SI and find out his qualifications and then amend the document accordingly.</p> <p>Once the amendment has been made everyone happy for ME to date and sign.</p>	ME to speak to SI
9	<p><b>REPORT FROM BUSINESS COMMITTEE 9/3/16</b></p> <p>CH said it was a very positive meeting with things moving forward. Health and safety was excellent.</p> <p>CH also reported that the meeting to claim back debts no longer needed to happen as the monies had come in.</p> <p>ME mentioned that the Esafety policy was also circulated at the Pupil Committee meeting, so all Governors have now seen it.</p>	
10	<p><b>REPORT FROM PUPIL COMMITTEE 16/3/16</b></p> <p>NB reported that it was a quick meeting and very positive. Challenging questions were asked. The ESafety policy was reviewed by the committee.</p> <p>NB has spoken to A Pester about arranging a meeting of the ESafety Committee. This has not been arranged as yet. It was agreed that there would be 2 meetings a year minimum.</p>	AP to arrange date
11	<p><b>PUPIL SURVEY OF FOUR KEY QUESTIONS</b></p> <p>MS showed a survey he had conducted in relation to the Learning Without Limits programme which is being used in primary schools. There Are some interesting ways of teaching, some of which we are already using.</p> <p>The survey included asking 4 key questions which MS did during different times of the day, and with a variety of students. It was a really useful exercise with some interesting feedback.</p> <ol style="list-style-type: none"> <li>1. <b>Can you name 2 adults in this school who believe you will be a success in life?</b> Some children could identity people, some couldn't.</li> <li>2. <b>Where are you going with your learning?</b> Lots of different answers from maths to football.</li> <li>3. <b>How are you doing?</b> Some mixed responses from trying to learn from my mistakes to teachers talk too fast.</li> <li>4. <b>Where to next?</b> Some children knew and some didn't.</li> </ol> <p>MS said he had put the survey up in the staff room and had some positive feedback, gave us a good insight into how the children think.</p> <p>HP said that all children/teenagers struggle with this, a typical teenage response. It is important that they know what happens next.</p> <p><b>Question</b> Does the school provide career advice?  <b>Answer</b> Yes we have an in-house career advice.</p> <p>ME that this survey links with the Ofsted report with children being able to say what they are learning and what their next steps should be.</p>	

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	<p>MS reported that another part of this was letting children pick their own targets and this has proved really positive. We sometimes limit children by setting the targets but some children have exceeded his expectations and this is really encouraging and powerful. MS said he would repeat the survey at some stage with someone different asking the questions to see how the answers change.</p> <p>ME said the survey would be a useful tool when it came to OFSTED (possibly Jan 2017) as we could use this as a reference as to how far they have come.</p> <p>NB asked how the children were approached with this and MS reassured that they were asked if they could answer some questions to help the school get better, there would be no come back and it didn't matter what they said. Everyone enjoyed participating.</p> <p>Jl arrived at this time and apologised for being late.</p> <p>Jl asked if anyone had heard that OFSTED was going. No-one had heard this. Some discussion took place on how OFSTED was being done in other schools at present, with less time being spent in the classroom and more focus on evidence. ME said we had some very solid data.</p>	
12	<p><b>MONITORING OF SAFEGUARDING</b></p> <p>As Pam was not present at the meeting it was agreed to postpone to next meeting.</p>	
13	<p><b>COMPULSORY DBS CHECKS FOR GOVERNORS</b></p> <p>ME reported that there will be some government sweeping changes in education, with the removal of parent governors.</p> <p>ME said that is was compulsory for all governors to have DBS checks and that we had started that process last year. PP will lead on this and provide the paperwork for anyone who needs one and it will go through the school system. Tracey Lodge in the school would process the applications.</p>	
14	<p><b>REPORT FROM SWLC – VERBAL UPDATE</b></p> <p>CH reported that no meeting has happened due to staff being in France but will be rearranged in April.</p>	
15	<p><b>IMPACT OF PE AND SPORTS FUNDING 2014-15</b></p> <p>KB reported that it had been a successful year with us attaining a gold award, instead of silver as we did the year before. Jane Hawkes has been running PE lessons with the teachers, using it as a training session for the teachers to replicate the rest of the week. There have also been intra school activities which have helped with competitive attitudes. There have also been opportunities to work with other schools ie dodgeball. Jane has been an asset to the school helping with the PE curriculum developing PE schemes relevant to the children's needs.</p> <p>The targets for next year are achievable and should challenge us to maintain the gold award.</p>	

16	<p><b>IMPACT OF PUPIL PREMIUM FUNDING 2014-15</b>  KB reported that we had applied for this last year and hadn't been successful. PC has spent a lot of time collecting data to support our application this year.  ME said it was a good document which shows how we have reviewed and improved things since last year. We have used a different strategy as it didn't work last year.  HP asked if we have Facebook or Twitter as this could be a useful tool. Governors thought this was a good idea and ME to talk to PC about it.  Two suggestions for who could run it were Barbara Thatcher (AT) or Holly.</p>	ME to speak to PC
17	<p><b>FUNDING CONSULTATION – VOYAGE LEARNING CAMPUS AND WESTHAVEN SPECIAL SCHOOL</b>  In PC's absence this will be rolled forward to the next meeting. ME gave an outline of the proposal.</p>	
18	<p><b>EDUCATION AND ADOPTION BILL – RSC SOUTH WEST DAVID CARTER</b>  ME said the document highlights the changes that will affect governors. Funding will be discussed under AOB.</p>	
19	<p><b>STRATEGIC PLAN FOR SEND</b>  SSF are looking at bringing back some placements that are out of county, with the least challenging moving first. The bill for this is currently £3 million.  HP asked if there is provision for us to do this locally. Voyage Learning Campus will be taking on some.</p>	
20	<p><b>POLICIES FOR APPROVAL FGB</b>  None</p>	
21	<p><b>CORRESPONDANCE</b>  None</p>	
22	<p><b>AOB</b>  ME said we needed to consider finance for 2016/2017 and budgets. We had been advised to budget for 4% for teachers and 2%-2.5% for support staff but there will be no increase in the money we receive. From 2017/2018 money will go directly to schools and not through the local authorities, which means any services we need from NS we will need to pay for or source elsewhere.  The government is aiming to have every school become an academy by 2020 and ideally part of a MAT. The ideal MAT would have 2500 pupils. If we become part of a MAT then we need to make sure all staff and pupils' needs are catered for.   ME asked if it would be useful if we had a meeting with Chris Hustwick from NS to discuss this further. It was agreed this would be helpful and should include Baytree and Westhaven. ME to liaise with CH for dates.   ME reported that Jamie has now taken up full time employment and therefore can no longer be Clerk. Dawn has agreed to take over the position of clerk.</p>	ME to speak to CH
	<p><b>DATE OF THE NEXT MEETING</b>  4.45 pm Wednesday 25<sup>TH</sup> May 2016</p>	
	<p><b>MEETING CLOSED AT 5.50pm</b></p>	

**SIGNED..... DATED .....**