

**LONDON BOROUGH OF NEWHAM**

**Minutes of the Governing Body of Southern Road Primary School**

**Meeting held on Tuesday 15th November 2016 at 6:30pm**

**Present:** Mrs Bronwen Stuckey (Chair)  
Ms Sonia Flores  
Ms Stephanie Lachowycz (Headteacher)  
Miss Dena Lawrence  
Mr Amirul Haque  
Mrs Karina Karamfilova  
Miss Bethany Watson  
Mr Shakil Rahman  
Ms Sarah Tomlinson

**In Attendance:** Ms Helen Yearnshire (DHT)  
Ms Diana Green (NPW Tutor)  
Ms Kristin Luke (NPW Clerk)

**1382 'Always Ready for Ofsted' Briefing:**

A training session was led by Ms Green which covered questions Governors could expect to be asked by Ofsted. Sample questions were tabled and Governors modelled answers to them. Topics included staff pay, performance management, overall effectiveness of the school, challenging the HT in attainment, and Governors' roles in safeguarding. It was advised that, this year, Ofsted tended to focus on how well trained Governors were and how they fed this training back to the rest of the GB. A document outlining effective leadership and management was also tabled for Governors' information. Governors were also recommended other resources such as a video of an Ofsted inspector discussing Ofsted questions.

**1383 Apologies for Absence:**

No apologies had been received as the meeting was fully attended.

**1384 Declarations of Interest:**

No declarations of interest were made.

**1385 Governors' DBS Check and Compliance with publishing Governors' information on websites:**

All Governors had submitted their DBS check except Mr Rahman and Ms Tomlinson, who would do so as soon as possible.

**1386 Constitution:**

**a. Appointment of Co-opted Governor**

Ms Tomlinson introduced herself and delivered a short statement on why she wanted to join the GB. She withdrew from the room and Governors unanimously voted to **appoint** her as Co-opted Governor for a term of four years.

**b. Parent Governor Election**

Mr Shakil Rahman was welcomed as a returning Parent Governor, for the term of four years.

**1387 Minutes of the Meeting Held on 11th October 2016:**

The minutes were **agreed** as a true record.

**Matters Arising**

- Minute 1373 - Those Governors who had not signed the document stating they had read part two of the Keeping Children Safe in Education report were requested to do so before the next meeting.
- Minute 1369e - Mr Rahman was appointed Y1 Link Governor. Ms Tomlinson was appointed Y6 Link Governor. Ms Sonia Flores was appointed Anti-Bullying Link Governor.

**ACTION: All Governors to sign document stating they have read the KCSIE report by the next GB meeting.**

**1388 Governors' Committees:**

Ms Tomlinson joined the Teaching & Learning Committee, and Mr Rahman joined the Finance Committee.

**a. Reports of Committees**

**Teaching & Learning Committee**

A report was received from the last T&L Committee. A staff member had delivered a presentation on the Reading Ambassador programme, wherein students were being taught to read stories to each other to inspire and encourage younger children to read. The Ambassadors were currently being trained in how to read and engage others with the content of the stories, and the programme would start in full in January. This developed the reading skills of the students. The programme was responding to the fact that, if children are comfortable and familiar with reading by the age of seven, their chance of success later in life significantly increases. Governors requested to visit and observe the programme in action once it was running, and suggested that these students should be acknowledged in their graduation ceremony.

### **Finance Committee**

The Chair had taken Chair's Action to approve spending of £8,253 on new cupboards for the resources room. It was the more expensive of the two quotes received but it was from a company the School was familiar with, and they would deliver a high quality product. Governors **ratified** this decision.

The Chair had also taken Chair's Action to approve spending on artificial grass for the playground. The Chair had decided on the highest of the three quotes, as the quality of that company's grass was significantly higher, and it would therefore be safer and had a longer guarantee. It would cost a total of £34k. The project was expected to be completed by December. Governors **ratified** this decision.

### **1389 Report of the Headteacher Focusing on Attainment:**

The HT delivered a report to Governors on attainment. A summary report of the RAISEonline 2016 data and an inspection dashboard were also tabled. The inspection dashboard did not identify any weaknesses in the dataset. It was advised that there would training on the new RAISEonline at the end of November.

The report showed, despite the School being considered highly deprived, that overall students were performing better on entry than the National Average. The EYFS profile for 2015 showed 71% of students at GLD whereas the NA was 61%. In 2014 the School's percentage had been 63%. Data was not yet available for 2016. 89% of students had achieved the expected standard in phonics the end of Y1, whereas the NA was 81%. This demonstrated that EYFS students at the School made good progress from entry to end of Y1. 78% of disadvantaged students in Y1 achieved the expected standard whereas the NA was 70%. In end of Y2 phonics, 97% of all students achieved the expected standard, whereas the NA was 91%. 100% of female students and students receiving FSMs had achieved the expected standard.

Governors then reviewed and discussed the Outcomes for Pupils Governors' Report. In Reading, Writing, and Maths, KS1 attainment surpassed NA in all areas, including Expected or Above and Greater Depth, for both disadvantaged and non-disadvantaged students. 95% of students were exceeding Greater Depth in reading by end of KS1.

In terms of KS2 progress, the School had significantly better progress than the NA, being in the top 10% for most areas. KS1 students who started with low attainment had moved to the top 2% of the country in KS2. In maths the School was in the top 1% of the country for progress. For KS2 attainment, 84% had achieved the expected standard in reading, whereas 85% of disadvantaged students had. However, 9% of disadvantaged students had high attainment whereas the NA was 23%. This group would be investigated and addressed by the School. For groups of subjects, such as reading, writing, maths, and grammar, punctuation, spelling, the School was still generally above the NA, except for high attainment in RWM for disadvantaged students, which was 2% compared to the NA of 7%.

The School achieved these high outcomes by focussing on phonics, using Ruth Miskin Learning as a basis but adapting it to the School's needs. Teachers were scrutinised closely for their grading of students, and initial assessment of students was very thorough. The School also had very effective KS1 and upper KS2 Phase Leaders, who established consistency, ran frequent and regular reviews, and set accurate targets for students. The School would continue to work on reading comprehension and vocabulary with booster classes. The School had received a letter of congratulations from the Regional School Commissioner. Governors commended the School on this achievement.

**Q:** Why was there a spike in the percentage of EYFS students achieving a GLD in 2015?

**A:** There was significant focus and effort put into improving results in 2014; the effects of this carried over into 2015.

**Q:** Are there any specific groups that are underperforming?

**A:** No; the More Able students are not achieving as well as other groups in that not as many MA students are working at Greater Depth. However, MA students are the focus this year, especially regarding their appraisal, and reading and vocabulary. There is a particular focus on PP MA students.

**Q:** Is there a need for a G&T club?

**A:** There is a staff member who is working with G&T students across multiple groups and there is opportunity to work at GD in every class.

The HT also addressed the staffing situation at the School. Although the School had very high quality staff, many had left at the end of the previous year. The HT proposed hiring more experienced staff this year, including an experienced maths leader. Offering an experienced teacher an additional leadership position was likely to cost an additional £15k on top of a standard salary, but would entice better quality teachers. The School was already spending money on agency cover for this position. Advertising for this post would begin in January. Governors **approved** the extra £15k spend on new teachers' salaries.

### **1390 Safeguarding Update:**

Governors received an update on safeguarding at the School since September. A report was tabled which showed the number of concerns received and their outcomes, as well as graphs showing the categories and ratios of incidents logged. There had only been one referral to triage, and a social worker had been allocated for this case. Four families had self-referred to the FSW. The FSW was very good at making parents aware of her role and the services she offered. The DHT had attended a Child Protection conference regarding one child who was no longer at the School, but it was still the School's duty to share information regarding that child.

**Q:** What were the results of the survey on bullying?

**A:** They will be discussed at the next Parents' meeting on 8th December.

### **1391 Governors' SIP:**

Ms Karamfilova and Ms Flores tabled reports on their maths-focussed visits to the School, which Governors noted.

**Q:** In one class, boys seemed to be outperforming girls at maths. Is this true for the whole School?

**A:** No, that is not a School-wide trend. It depends on the year group. 96% of boys achieved 100+, and 93% of girls did. 39% of boys achieved the highest scale, whereas 40% of girls did. In this sense there is relative parity between the two genders. The real difference is that boys make more progress than girls, and the School is addressing this.

The Chair advised that she would be visiting EYFS at the end of November. All Governors were encouraged to visit, specifically with a focus on the new assessment.

#### **1392 Pupil Premium and Sports Premium Statements:**

Reports on Pupil Premium and Sports Premium and a PP strategy statement were tabled, which Governors reviewed and discussed. The Government had changed the eligibility criteria for FSMs in 2015/16, which resulted in the amount of PP the School received reducing from £370,500 to £312,100. The strategy statement outlined how these funds would be spent. It showed that the School's disadvantaged students were outperforming the NA in % achieving expected+ in reading, writing, and maths by 23%. The desired outcomes of spending the PP funds included improving attainment for PP students with a focus on MA disadvantaged pupils, improving their experience and confidence as learners, and increasing parental support and involvement. Governors **approved** the PP strategy statement. It would be published on the website.

The School received £10k in Sports Premium, and it was used to promote healthy lifestyles. There were now more sports events and more PE provisions. SEN students were making particular progress.

**Q:** Has the refurbishment of the KS2 building impacted on PE provisions?

**A:** No, because the weather has been good enough for outdoor activities. Furthermore, we have been using many in-class alternatives, ie. archery and dance. The hall is back in full use now.

#### **1393 Reading Ambassador Update:**

This item is addressed in Minute 1388a.

#### **1394 Governor Visits Update:**

This item is addressed in Minute 1391.

#### **1395 Governor Education and Training:**

The Chair encourage all Governors to attend the Governors' National Conference, which would be a very useful networking event. Ms Tomlinson would attend the Introduction to New Governors training, and Ms Flores and Ms Tomlinson would attend the Dealing with Exclusions training. The Chair would attend Safer Recruitment training. Mr Haque had attended training on HT Performance Management and Selecting Leadership parts 1 and 2.

**1396 Meeting dates in Academic Year 2016/17:**

Governors agreed the following meeting dates:

**Spring Term**

Tuesday 24th January 2017

Tuesday 14th March 2017

**Summer Term**

Tuesday 16th May 2017

Tuesday 4th July 2017

*All meetings commence at 6:30pm.*

**1397 Any Other Business - Away Day Planning:**

Governors agreed the date for the Away Day would be Saturday 25th February.

**1398 Any Other Business - New Classrooms and Grounds:**

Governors queried whether there were still noise issues between two particular classrooms. It was advised that all noise issues would be readdressed once all building works were complete and teachers were assigned to particular classrooms.

The HT was also alerted to the fact that puddles were collecting around the entrance. She advised that the builders would resolve this before the refurbishment was completed.

**1399 Agenda Items for the Next Meeting:**

Agenda items will be agreed via email.

*The meeting closed at 8:46pm.*

**SUMMARY OF ACTIONS**

Minute	Action	Person Responsible
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<b>1373</b>	<b>All Governors to sign document stating they have read the KCSIE report by the next GB meeting.</b>	<b>All Governors</b>
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