

St Mary's and St Pancras CE Primary School

Minutes

Governing Body Meeting Wednesday 6 November 2013, 7.30pm

Present

Slaney Devlin (Chair)	Nana Oye Adjepong	Sophie Steel
Sheila McCalla-Gordon (Headteacher)	Diederick Santer	Gregory Watson
Dora Garrido	Father Paschal Worton	Dr Mark Paul-Clark
Father Robin Jones	Marion Rushbrook	

Associate Member

Francisca Okeneme

In Attendance

Lucy Heard (Deputy Headteacher) Pat Elcock (Clerk)
Debra Griffith (School Business Manager)

Part One

1. Opening Prayer

The meeting opened with a prayer led by Father Paschal Worton. The Chair welcomed Marie Le Maître as the newly appointed parent governor the the Governing Body of St Mary's and St Pancras CE Primary School.

2. Apologies

Apologies were received for Rev Anne Stevens and Mark Paul-Clark.

3. Declarations of Pecuniary and Business Interest

None received.

4. Declarations of Any Other Business

The Chair stated she had two brief items she wished to raise with governors at the end of the meeting.

5. Evaluation of achievement and standards of pupils on roll

The Headteacher explained that RAISEonline data for the School had just been published on 28 October 2013 and the school had only two days since its receipt to review its contents. Governors were provided with a copy of the 'RAISEonline 2013 Summary Report' for the School. Governors were informed that an important revision to the document was the highlighting of important information for governors. In recognition of the intrinsic part governors play in school leadership the summary report now included a boxed letter 'G' in the top right corner that denoted the pages of information that governors needed to have particular regard. This was to support governors in their roles as inspectors would expect governing bodies to use a range of information to effectively evaluate the performance of the school.

Governors were asked to note that the information in the summary was inaccurate as the report did not include two statemented children of special educational needs.

The Headteacher invited governors to a meeting to be held at the school with Stephen Fisher, School Professional Partner and the senior leadership team at 3.45pm on Wednesday 20 November 2013 at the School. Governors were encouraged to attend as the meeting would provide a useful opportunity to go through the 'RAISEonline 2013 Summary Report' in detail and to ask questions about the performance of the School with an external presence.

Pupil Achievement 2013

Governors were provided with a copy of a school produced document entitled 'A Clear View: Achievement 2013'. Kathryn Parrott, Assistant Headteacher and Lucy Heard, Acting Deputy Headteacher talked governors through the progress of children in the School outlined in the report for reading, writing and maths including the progress performance of vulnerable groups of children at the School (Pupil Premium, Free School Meals, breakdown of gender, English as an additional Language, the more able, Special Educational Needs and Disabilities and Ethnic Minority pupils).

The following comments were noted:

- Children at the end of Key Stage 1 at the school did not achieve as well as their national counterparts in Level 3+ for reading
- Children at the end of Key Stage 2 at school did not achieve as well as their national counterparts in Level 5+ for writing
- Governors were asked to note that the achievement of pupils for maths at the end of Key Stage 1, particularly for Level 3, could not be considered as wholly accurate given that new baseline assessments on entry to the School had been introduced and still needed to be validated
- Governors were provided with a definition of pupil premium eligibility stating that even though only nine children are currently in receipt of free school meals, twenty one children were eligible for pupil premium funding because of historical receipts of up to six years
- Governors were asked to note the explanations, including the individual circumstances of three children with special educational needs, provided for each instance where pupil achievement was below national results and expectations
- In response to a query about the achievement results of SEND children it explained that in a couple of instances poor attendance and a range of complex learning needs accounted for low performance
- Reading performance was acknowledged as an overall strength of the School

The Headteacher referred governors to the combined progress of pupils for reading, writing and maths and explained the School judged itself as good. This judgement was based on the Ofsted grade descriptor for pupil performance for 'good' that was read out to governors. The Headteacher stated that this grade descriptor provided the best fit for the School compared to that of Outstanding or Requiring Improvement.

Early Years and Foundation Stage

Governors were provided with a copy of a school produced document entitled 'EYFS – Tracking Attainment and Progress'. The Headteacher talked governors through the document. The following comments were noted:

- A high percentage (39%) of children started the school at a lower expected level of development. A good level of development of 30-50 months is considered to be good.
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Pupil Premium

Governors were provided with a copy of a school produced document entitled

6. Any Other Business

The following items were raised by the Chair:

- a) Pay Policy – The Chair informed governors that the Finance, Premises and Resources Committee had just reviewed the model Pay Policy from Camden Council and recommended that the policy which had been approved by the relevant staffing unions be approved by the Full Governing Body. The Pay Policy was approved without any amendments or revisions.
- b) Terms of Reference: Finance, Premises and Resources – The Chair informed governors that members of the Finance, Premises and Resources Committee had requested that an appendix be added to their terms of reference stating that the policies of which they had designated responsibilities to review could be agreed by them on behalf of the full Governing Body. This request was agreed.

It was suggested that the terms of references for the Teaching and Performance Committee be amended similarly.

7. Date of Next Meeting

The date of the next Full Governing Body meeting will be Thursday 12 December 2013 at 6pm.

Signed:

Date:

Chair of Governors

On behalf of the Governing Body for St Mary's and St Pancras Church of England Primary School