

# ROCKCLIFFE C OF E SCHOOL

## Minutes for Full Governing Body Meeting held Monday 21<sup>st</sup> March 2016 at 7.00pm

**Present:** Andy Hanson (Chair), David Hodgkiss (HT), Mike Deans, Melanie Beaven, Jan van den Berg, Ed Roberts and Wendy Barclay (Clerk).

1.	<b><u>Apologies</u></b> Apologies were received and accepted from Val Tarbitt, Carole McFee and Deb Royston. Andy Hanson confirmed that Deb Royston had tendered her resignation as her new job requires her full commitment.	
2.	<b><u>Declarations of Interest</u></b> There were no declarations of interest.	
3.	<b><u>Minutes from the Previous Meeting Held 14<sup>th</sup> December 2015</u></b> David Hodgkiss proposed that the minutes from the previous meeting be accepted as a true record. Mike Deans seconded the proposal. <i>The minutes from the previous meeting were unanimously accepted as a true record.</i>	
4.	<b><u>Matters Arising</u></b> Andy Hanson asked if a tree surgeon had carried out the remedial work on the Oak tree and other trees around the boundary. HT said that the work had been carried out in half term and had also included the removal of the damaged tree at the front of school and the trees along the road which were trimmed back to fulfil legal requirements. HT said he had received no further correspondence from Mr Parinni. Andy Hanson commented on the Bishop of Carlisle's visit to officially open the new classroom and HT said that another may be arranged for the MUGA opening. Mike Deans asked if the bill had been paid in full. HT said school had paid its bit with the exception of £5000 which was being held back until snagging issues and reinstatement of the field was completed. Ed Roberts asked what work still needed to be done? HT said it was the field which needed flattened out and manholes	

	covered. He said he had also asked for a quote for some astro turf at the side of the MUGA as grass at the side did not drain well. He said all the Designated Former Capital had been used but he would speak to Barbara about how this could be paid for.	
5.	<p><b><u>Buildings Committee including New Build Update, Health and Safety, Boundary Trees and MUGA.</u></b></p> <p>Andy Hanson said most of these issues had been covered in Matters Arising. HT repeated that there were still snagging issues that needed to be completed. Mike Deans said it was very frustrating that the build could not be signed off because of a few small uncompleted jobs. Ed Roberts also said that he had noticed an unattached drainpipe on the new build. Andy Hanson asked how the delays to full completion could be resolved. Mike Deans suggested a phone call or e-mail directly to Roland Hill expressing that the Governing Body were very disappointed with the ongoing delays. Andy Hanson said he was happy to send an e-mail as Chair of Governors.</p>	
6.	<p><b><u>Reports from Committees</u></b></p> <p>Staffing and Finance- Andy Hanson fed back the main points from the Staffing and Finance Meeting. HT pointed out that the on year deficit had changed slightly and was now £4000 underspend. Andy said that at the Staff Survey had been very positive with a high response rate.</p>	
7.	<p><b><u>Head Teacher's Report</u></b></p> <p>HT read through his report. A discussion arose regarding attendance. Mike Deans said that some parents were unhappy to receive a letter about their child's attendance being below the government target of 97%. HT said that attendance was falling below acceptable levels and it was important to address the matter by writing to the parents of those children directly and pointing out what was expected. Mike Deans said it was unfair to put authorised and unauthorised absence in the same bracket, he said the letter should have been tailored to each case. Ed Roberts agreed that some parents tried very hard to get their children to school but that sickness absence was unavoidable. HT said that School had to be seen to be tackling the issue of absence. Andy Hanson said that Mike had made a valid point but did not want to regress.</p> <p>HT said that all staff had received further Safeguarding training.</p> <p>HT reported also that a child had broken an arm at school. He said that the child had been trying to do a back flip. HT said it was an accident but that school was always looking at whether</p>	

	<p>they could be prevented. Andy Hanson said that slips, trips and falls were always going to happen.</p> <p>HT then moved onto attainment in Year 6 where he said results could be disappointing. He said the new curriculum as well as a relatively weak cohort meant that results could be well below what was desired. HT said that all possible had been done to embed the new curriculum but 8 months was not enough time to teach everything that was expected. HT said that the new mastery approach meant that subjects had to be taught at a set speed and fractions for example had previously been taught at Year 6 are now expected at Year 4. Andy Hanson asked what help the Governing Body could offer. HT said that the main point is that Governors are aware and understand why it is happening. He concluded that it is difficult for small schools where 2 or 3 negative results can have such an impact on the overall percentage.</p>	
8.	<p><b><u>After School Care</u></b></p> <p>Andy Hanson thanked Mike Deans for arranging the viability study for providing after school care. HT said that it showed that with the staffing ratio and 10 people using it, it would cost £12 per session. If numbers increased to 20 it would reduce to £8. HT said however that the staffing ratio could be reduced to make it cheaper. Mike Deans stressed that it had to be run as a business and HT said that it could not be subsidised by the school budget. HT said that he had spoken to Pauline Thompson about running the service and she seemed positive about undertaking it.</p> <p>Andy Hanson said that as a survey had been conducted and viability established then is the Governing Body happy to see it moved forward and if so, what was the next step. All present agreed that it was needed and should be progressed. HT said that he would like to see what the numbers were for next year and suggested that it could be trialled in the Autumn Term. Jan van den Berg asked who would be responsible for the finance side if it was outside the school budget. Mike Deans suggested that Friends of Rockcliffe could fulfil this role. Andy Hanson suggested that school could copy what Stanwix did as they had already established an after school club which charged £6 until 6.00pm. HT said that it had been suggested that Rockcliffe pupils could be transported to Stanwix. Ed Roberts said that this could be a good idea initially until firm numbers are established. Mike Deans suggested that a mini bus could be provided from the school budget as it would be a school asset. HT said that a mini bus was a very good idea but school was not in a position to buy one at the moment. Andy Hanson concluded that after school care was a very important step</p>	

	forward that the Governing Body was supportive of but more questions needed to be asked about its practical implementation.	
<b>9.</b>	<p><b><u>Academisation</u></b></p> <p>HT said that it had now become clear that academisation was going to have to happen to all schools and that the Governing Body must begin to consider the options. He said it would be better to jump than be pushed into an unfavourable position. HT said as a Church of England School, the options were limited as the Diocese owned the land. He said that the Governors had already made clear that they did not want to join the Good Shepherd Multi Academy Trust and as a small school it could not academise alone. HT said that William Howard had established an academy with 1 Secondary and 1 Primary School. Ed Roberts commented that when schools joined together there would inevitably be a winner and a loser. Andy Hanson said that the current options were not great but if schools had to become Academies by 2020, then Governing Body would need to start thinking about how to proceed. HT said that the school at Crindledyke would be something to consider. He said that Rockcliffe could potentially bid to run the new school if and when it gets built whilst accommodating children in that catchment at Rockcliffe until it was ready. HT said that more would be known after 26<sup>th</sup> April when the LA would have more information to give schools. Andy Hanson concluded that there was obviously lots to consider and Governors would need to revisit this issue when more information was available.</p>	
<b>10.</b>	<p><b><u>School Development Plan/Ofsted Readiness</u></b></p> <p>HT said that the School Development Plan had been updated and SEF would take place the first Friday back.</p>	
<b>11.</b>	<p><b><u>Safeguarding Training inc date for CSE Training/DBS for all.</u></b></p> <p>Andy Hanson said that he would suggest some dates for Child Sex Exploitation training and feed these back to Governors.</p>	
<b>12.</b>	<p><b><u>Policies inc SFVS Approval</u></b></p> <p>SFVS was signed off by Chair of Governors Andy Hanson.</p>	
<b>13.</b>	<p><b><u>Governor Monitoring Visits</u></b></p> <p>Dates were set for Governors to meet with subject coordinators. It was agreed that Governors would go in pairs. Andy Hanson and Melanie Beaven to meet Maths Coordinator Laura Whalley on 22<sup>nd</sup> April Mike Deans and Val Tarbitt to meet Science coordinator Mhairi</p>	

	<p>Roberts on 29<sup>th</sup> April.</p> <p>Jan van den Berg to meet RE coordinator Emma Batey on 27<sup>th</sup> May.</p> <p>HT said that Carole would be happy to talk to Governors about Literacy any time after SATS week.</p>	
<b>14.</b>	<p><b>Correspondence</b></p> <p>There was no correspondence.</p>	
<b>15.</b>	<p><b>Date of Next Meeting</b></p> <p>The next Full Governing Body Meeting was set for Monday 11<sup>th</sup> July at 7.00pm. Curriculum and Standards on 25<sup>th</sup> April and the Buildings and Premises for 16<sup>th</sup> May.</p> <p>HT said that it was also necessary to sort out who was on which committee with 4 governors required on both. <b>Buildings and Premises</b> would comprise Ed Roberts, David Hodgkiss, Val Tarbitt and Jan van den Berg.</p> <p><b>Staffing and Finance</b> would comprise of Andy Hanson, Melanie Beaven, David Hodgkiss and Mike Deans.</p>	