

## LITTLE COMMON SCHOOL GOVERNING BODY

### Minutes of the governors' meeting on 7 April 2011

**PRESENT:** Mr M Amess, Mrs L Appleby, Mrs S Barnett, Mrs A Burton, Mr R Cochrane, Mrs W Gorham, Mr T Graham (Chairman), Mrs L Hammond, Mr K Higginson, Mrs K McDonald, Mrs N Parker, Mrs M Quinn, Mrs I Smith, Mr N Wilkinson.

**ALSO ATTENDED:** Miss L Clarke, Mrs G Whitehouse (Clerk).

<b>1</b>	<b>APOLOGIES FOR ABSENCE</b> had been received from Mrs M Golding, Mrs A Scales, Mrs N Willard.	
<b>2</b>	<b>DECLARATIONS OF BUSINESS INTEREST IN AGENDA ITEMS</b> None.	
<b>3</b>	<b>MINUTES OF THE LAST MEETING (12 January)</b> were accepted as a true record.	
<b>4</b>	<b>MATTERS ARISING FROM THE MINUTES</b>	
<b>4.1</b>	<p><b>Traffic and parking (4.1)</b>  Mrs Appleby had met with PC Ellis and the police were monitoring the situation. Mr Wilkinson had spoken to the traffic management officer, who advised that local action was the best option due to budgetary constraints. Mr Wilkinson would give the Head the telephone number for reporting unsocial driving and she would give this to parents in the next newsletter. She would also tell them that there was a useful website called Operation Crackdown. Governors suggested that parents be asked to park on only one side of Birk Dale to leave room for traffic. Mrs Barnett and Mrs Gorham would arrange to do a walkabout to see the situation for themselves and report back to governors.</p>	NW  SB, WG
<b>4.2</b>	<p><b>World War II WOW Day (5.2)</b>  The Year 6 children had presented an excellent assembly to older relatives and neighbours. There were WWII veterans amongst the audience, and it was very moving to see the interaction between them and the pupils. The governors asked whether the parents could have been invited to see the presentation, but it would have taken out more of their learning time and it was also good for them to have a different audience. Mr Amess suggested that another time it could be recorded and put onto the learning platform for parents to watch.</p>	
<b>4.3</b>	<p><b>Year 6 residential visit (6.3.1)</b>  It had been suggested that future trips might be arranged at the new PGL centre at Windmill Hill rather than travelling to the Isle of Wight, with a view to reducing the cost. It would be difficult to break into the bookings cycle and some parents might feel that it was too close to home. Miss Clarke said that the accommodation was better at Windmill Hill and the activities were closer together as it was a smaller site. The Head and Deputy would give more thought to this and report back to governors.</p>	LC, LA
<b>4.4</b>	<p><b>Equalities questionnaire (9)</b>  The Head thanked all who had responded.</p>	

<b>4.5</b>	<b>Walking Bus (7)</b>	
<b>4.5.1</b>	There had not been enough volunteers to make it viable. Parents who used the bus had been asked to contact the Head if they were willing to give up any of their days, but there had been no replies to this. No funding was available and the school could not afford to pay more staff to run the bus. Mrs Burton suggested that the walking bus should be discontinued, and Mrs Barnett agreed: she felt that it was unfair to provide this service free of charge when other parents were paying for childcare at breakfast club. The Chairman said that the Head had put a lot of effort into saving the bus, and no-one had come forward to help to do this.	
<b>4.5.2</b>	Mrs Burton proposed that the walking bus should be discontinued. Mrs Barnett seconded the proposal. The majority of governors present agreed with the proposal and the Head and other governors abstained.	
<b>4.5.3</b>	Mrs Barnett suggested that the “sitting bus” should continue until the summer holiday. Mrs Appleby would write to the parents involved and say that the governing body had decided that the only option was to ask parents to pay for the walking bus. The cost would be calculated based on the ratios of staff to pupils laid down by ESCC. If the walking bus did stop, the staff would be made redundant. A meeting may have to be arranged for governors to meet with the parents, as this was a governing body decision.	LA
<b>5</b>	<b>HEAD’S REPORT</b>	
<b>5.1</b>	The report had been circulated to governors.	
<b>5.2</b>	There had been two racist incidents recently. Reports of these would probably increase now that the equalities policy was in place.	
<b>5.3</b>	No new child protection cases had been reported.	
<b>5.4</b>	The playground equipment had all been condemned as unsafe, and had now all been removed from the playground. A major fund raising campaign would be needed to replace it.	
<b>5.5</b>	The Head and Deputy had observed teachers teaching in class and had been very impressed with the quality of teaching children were receiving. The pupil progress meetings had proved very useful and staff would be looking at under-achieving groups to ensure that all pupils made progress.	
<b>5.6</b>	The government phonics test would be used to measure reading ability. The leadership team wanted to be involved in trialling it and Miss Patch would lead this.	
<b>5.7</b>	Ofsted had written to say that the school would not be inspected before summer 2012. This would allow the Head to put new initiatives in place before the inspection. The SEF had been updated and would be useful to inform whatever paperwork was required.	
<b>5.8</b>	A pupil had set off the fire alarm at lunchtime, necessitating a fire drill. The drill had gone very smoothly, but there were a few matters to follow up. The Chairman had been present by chance and felt that it was very well organised.	
<b>5.9</b>	The Chairman said that any governors who were not comfortable	

	with the area of responsibility allocated to them, they should indicate this when giving their report in July so that there could be some reorganisation.	
<b>5.10</b>	Parent governors reported that the children had loved the recent disco and expressed their thanks to the organisers and helpers.	
<b>6</b>	<b>BUDGET</b> Mr Wilkinson would look at the figures in depth once the 2010-11 figures had been finalised.	
<b>7</b>	<b>SENCO REPORT</b>	
<b>7.1</b>	Schools would need to spend a lot more on Trades Services (previously Services to Schools) provided by ESCC than in previous years, as a number of service would no longer be provided free of charge. The Pupil Premium was targeted at children who had free school meals, and the 1:1 grant was similarly limited. The whole school needed to be dyslexia-friendly, and the SENCO was working through a course to become a specialist dyslexia teacher. The remainder of the Achievement for All (AfA) funding would be used to try to narrow the gap between deprived children and others, and some of the money was being used to train play leaders. Access to Activities (A2A) funding was not continuing, so the children who had been given extra opportunities would no longer have them.	
<b>7.2</b>	A Green Paper had been issued decreeing that it should be more difficult for schools to obtain Statements of Education Need for pupils. In future, schools would have to pay for professionals to test children and write a recommendation for a statement, and the application would be very time-consuming. The Bexhill Consortium intended to pay an educational psychologist between them.	
<b>8</b>	<b>GOVERNORS' VISITS</b>	
	Mrs Willard would be carrying out an art visit. The English visit had been rescheduled to take place in May. Mr Cochrane would be doing the PE and the Health and Safety visits. PSHE, RE and science were due to be visited. The focus for the term was circulated and showed that visits for maths, ICT and music would be due in the summer term. History and DT also needed to be done. The co-ordinators of all these subject would contact the appropriate governors.	
<b>9</b>	<b>POLICIES</b> Miss Clarke had circulated revised policies for Early Years and Special Educational Needs. Mrs Gorham proposed that the governors should approve the Early Years policy. Mrs Barnett seconded and all were in favour. Mrs Barnett proposed approval of the SEN policy. Mrs Burton seconded and all were in favour.	
<b>10</b>	<b>BEXHILL CONSORTIUM</b>	
<b>10.1</b>	From the beginning of the 2011-12 financial year, Little Common would no longer be responsible for the Consortium finances. The staff who had done this work would no longer receive the allowances that had been paid out of the money given to the school for administration by the Consortium. This should mean	

	that all the financial reports would be much easier to understand.	
<b>10.2</b>	A re-visioning day had taken place recently and had proved very interesting. All the head teachers were committed to the welfare and education of all pupils in the Bexhill area. There were calls for an altruistic approach, but at the same time, schools were obliged to obtain value for money. There would be a follow-up meeting after Easter.	
<b>10.3</b>	Mrs Barnett asked whether the Consortium still paid some of its officers and administrators. The Head explained that the posts of Chairman, Administrator and Extended Schools Co-ordinator were all paid positions.	
<b>11</b>	<b>EQUALITIES SCHEME</b> The auditor had been very impressed by the quality of responses to the questionnaire. The senior team had carried out the community cohesion audit and the vision would be considered later in the year. An equalities statement would be included in policies. The documents would not be finished for a while, as the work had to be done thoroughly.	
<b>12</b>	<b>CORRESPONDENCE</b>	
<b>12.1</b>	A letter had been received from Ofsted indicating that the school would not be inspected by Ofsted before the summer of 2012, due to its continuing high standards. The letter would be put onto the school website.	GW
<b>12.2</b>	A parent had written to the Chairman asking to meet with him to discuss the staff restructuring proposals. The Chairman said that he would not be speaking to any parents about this during the consultation period. He asked the clerk to write to the parent, suggesting that she might like to contact one of the parent governors to discuss the matter with them.	GW
<b>13</b>	<b>ANY OTHER BUSINESS</b> Governors were asked to approve applications for Statements for one pupil already in the school and another due to join the Reception year in September. The school had the facilities and the staff to support the children in question. It was agreed that the Head would discuss this with Mrs Golding and she would make the decision on the governing body's behalf.	LA, MG