

23/11/18

Minutes

**Windmill Hill Academy; Local Governing Board; Autumn
Friday 23rd November 2018 at 9.15am at Windmill Hill Academy**

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

1. **Welcome and Apologies**

Present: Emma Gilbert (Chair), John Harris, Patricia Orridge (new governor), Andrew Terry (HoS), Jo Callow (EHT)

Apologies: Ruth Bawden

In Attendance: Clerk, Ryan Westren (potential governor)

The Board welcomed Pat Orridge as a co-opted governor. They also welcomed Ryan Westren who was attending the meeting to ascertain the commitment required as a governor. *Afternote: RW has decided not to join the governing board at this time.* The Clerk will ensure all paperwork is completed and registers are updated. PO agreed to lead on strategy & PPG.

EG's term is due to end on 10th January 2019; she agreed to stay on for a second term and the remaining governors supported this.

2. **Declarations of Interest Relevant to this Agenda**

JC and AT are employees of ADMAT at WHA. EG is an employee of central ADMAT but not the school directly. No other relevant interests.

3. **Confirm Minutes of LGAB Meeting Summer 2 (22nd June 2018) and Matters Arising**

None.

4. **Confirm Minutes of LGAB Initial Autumn Meeting (27th Sep 2018) and Matters Arising**

None.

The Board agreed the minutes and the Chair signed a copy of both previous minutes.

5. **Confidential Agenda Items**

None.

6. **HoS Report**

HoS discussed the format of the HoS report for the benefit of the new governors. The governors discussed the data in general, the trends across the school and the issues with progress from KS1 to KS2. **EG raised that writing is a focus for this year and the governors discussed the challenges of improving writing particularly with the technology**

used by children now. EG commented on the combined scores and the governors questioned the breakdown of these figures. The Chair noted that the data will be monitored and discussed in more detail at the next full Board.

7. Risk Register

Top 3 risks were confirmed as:

- (1) Funding of teaching staff and consistency of teaching
- (2) Delays to new build classroom (including the lack of the use of the hall)
- (3) Financial security

HoS highlighted the options that are being looked at for the front entrance. EG highlighted the issues surrounding the new build delays and the knock on effects such as the lack of use of the hall for activities and PE.

8. Improvement Plan

Priorities are as follows:

- (1) Raise progress in writing across all year groups.
- (2) Extend consistent impact of visible learning strategies.
- (3) To increase parental engagement to ensure parents are partners in their children's learning.
- (4) To become a Trauma Informed School (TIS) to enable staff to support children with their mental health.
- (5) Development of middle leaders.

JC gave an oversight on visible learning and the governors discussed the positive value of it, and the need to build up resilience in the children today. PO stated a strong interest in monitoring the visible learning aspect of the improvement plan. **PO questioned whether there are resources for parents to help children at home, and RW questioned whether the extra support at home makes a difference to good results.** HoS discussed that this is difficult to quantify and **EG challenged what will be asked of parents under priority 3.** This was discussed in detail. HoS updated governors on TIS and middle leader development that is not just school specific but MAT wide.

RW left the meeting.

9. Safeguarding Update

All staff have seen new KCSiE and new safeguarding policy, and this is recorded on the SCR. JH will visit regarding safeguarding termly. No issues with SCR.

10. Discipline/Behaviour/Exclusions

Discipline policy will be updated as the school is hoping to achieve the Bronze award in rights respecting schools. HoS updated on exclusions, all in line with the policy.

11. Working Group Feedback

Admissions policy is approved. Date for next working group is Tuesday 12th February 2018; JH will be in attendance and possibly PO and EG too.

12. Visits

JH will complete safeguarding visit before end of term. Next term, PO will complete tour of the school and look at PPG. EG will conduct a data related visit and JH will also conduct a safeguarding visit next term. RW will complete tour of school and look at PE.

13. Any Other Business

The governance officer updated the governors on MAT and school policies. PO and RW will need to complete DBS, and have been issued relevant governance paperwork to complete. The governors were reminded of the governor folder held in the school reception office.

14. DONM

Spring term full Board Friday 15th March 2019 at 9.15am. Provisional date for Summer term full Board Friday 28th June 2019 at 9.15am.

Meeting closed at 10.50

Toni JH Martin
Governance Officer

Distribution List:

Emma Gilbert	Chair/Parent Governor
Ruth Bawden	Vice-Chair/Co-opted Governor
John Harris	Co-opted Governor
Pat Orridge	Co-opted Governor
Ryan Westren	Parent Governor
Andrew Terry	Head of School
Jo Callow	Executive Head Teacher
Will Hermon	CEO
Brian Jennings	Chair Board of Directors