

04/05/18

Minutes

Windmill Hill Academy; Local Governing Board; Summer 1
Friday 4th May 2018 at 9.30am 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), Karin Clark, Ruth Bawden, John Harris, Andrew Terry (HoS), Jo Callow (EHT)

In Attendance: Clerk

The Chair thanked everyone for attending. She informed the governors that Emmie Downing has submitted her resignation. KC keen to continue as staff governor and HoS will confirm that the staff are content for this to happen.

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

AT and KC are employees of ADMAT. No other interests declared less that EG will be employed by the central ADMAT team as CFO.

3. **Confirm Minutes of LGAB Meeting Spring 2 (16th March 2018) and Matters Arising**

- PPG Impact Discussion to Summer 1 agenda (All). *See item 11.*

Minutes were agreed and the Chair signed a copy.

4. **Confidential Agenda Items**

Covered at confidential minutes.

5. **Review Ethos and Vision**

No change to the ethos and vision.

6. **SEF Review**

Current version of SEF will be updated and then the format will be tweaked slightly ready for the start of the next academic year. The SEF will be reviewed fully following the SATs results.

7. **Visible Learning Update**

There is one more VL training day to follow in September. Staff have been approached to take on the coaching role as one coach has left. HoS briefed that the processes will be followed and the school will work through it at a steady pace.

8. Update on Staff Performance Management and Pay

Covered under confidential minutes.

9. Update on HoS Performance Management

Covered under confidential minutes.

10. H&S Governor's Report

Sam Littlewood completed a H&S walk with HoS at end of April. There are no issues. The HoS updated the governors on the new classroom progress and plans.

11. PPG Impact Discussion

HoS handed out the latest PPG data. JC explained the categories of recording data and the governors discussed this. **EG challenged the figures for Year 3** and HoS explained some background. **EG challenged how these figures compare to the same figures in the Autumn term?** HoS explained that as autumn is the start of the academic year that most children are 'emerging' and comparison at that point is not easy to do. Also mobility has been an issue. **EG challenged the difference in figures between Year 3 last year and Year 4 this year?** HoS explained that the data doesn't necessarily relate because the number of PPG children has changed and mobility is also a factor. HoS and the governors discussed progress with specific years, and how the staffing is working.

12. Curriculum Review

HoS updated the governors on British Values and SMSC Provision.

RB visited to look at Year 6 literacy. She will visit again after SATs.

JH visited to look at Single Central Record (safeguarding, no issues) and to discuss PE with Mr Horn. The PE grant has been spent and JH looked into the detail of this, and discussed some of the PE activities that are provided. Swimming in particular was discussed and the provision of swimming coaches needs to be looked at.

EG visited to discuss maths progress.

13. Review Website and On-Line Safety Compliance

Website is compliant. All classes have on-line safety unit every half term and systems in place to prevent children accessing inappropriate material.

14. Nutritional Review of School Meals

Chartwells provides meals and they meet the nutritional gold standard.

15. Review of Policies

English and Library policies approved. Remainder will be reviewed at a later date once allocation of policies has been confirmed.

16. Any Other Business

None.

17. DONM

Summer 2 meeting confirmed as 22nd June at 9.15am at WHA.

Meeting closed at 11.20am

Toni JH Martin
Clerk to LGAB

Distribution List:

Emma Gilbert	Chair/Parent Governor
Ruth Bawden	Vice-Chair/Co-opted Governor
John Harris	Community Governor
Karin Clark	Staff Governor
Andrew Terry	Head of School
Jo Callow	Executive Head Teacher
Will Hermon	CEO
Brian Jennings	Chair Board of Directors