

	<p>LB. Completed.</p> <p>h. Action Item 22: Action altered to reflect change of Chair of Governors. Ongoing.</p> <p>i. Action Item 23:</p> <p>i. Amended to read: "Head to share analysis of SEN data with Achievements sub-committee".</p> <p>ii. Following a request from MH: Head to circulate summary of standards for all children to Governors.</p> <p>j. Action Item 24:</p> <p>i. MH to discuss her recent Safeguarding visit with staff.</p> <p>ii. Head to make further amendments to the Assessments policy following recent advisory visits.</p> <p>iii. Chair of Governors to talk to staff once the revised Assessment policy was in place.</p> <p>k. Action Item 27: Dealt with at FGB. Completed.</p>	<p>MH,Head</p> <p>Head</p> <p>MH</p> <p>Head</p> <p>MH</p>
<p>6</p>	<p>Governor Business:</p> <p>Questions arising from reports from Governors' visits:</p> <p>a. British Values: There were no questions.</p> <p>b. Visit to St Peter's School: The Chair informed Governors that following discussion between those who attended, the draft report was being amended. Action: Chair to circulate the amended report on the visit to St Peter's School.</p> <p>c. Lunchtime Focus:</p> <p>i. MH and Alan Williams (AW) had attended and each had produced a report looking at different aspects of the lunchtime arrangements in School. Governors discussed the reports and agreed that the two reports should be merged.</p> <p>ii. After discussion, MH agreed to amend the proforma for recording monitoring visits.</p> <p>iii. MH informed Governors that she planned to carry out another Safeguarding-focused lunchtime visit in the summer term.</p> <p>Actions:</p> <p>1. MH to merge the two Lunchtime visit reports.</p> <p>2. MH to amend the proforma for recording Governors' visits.</p>	<p>Chair</p> <p>MH</p> <p>MH</p>
<p>7</p>	<p>Leadership and Management:</p> <p>a. Leadership for collaborative community:</p> <p>i. The Head informed Governors that teachers had completed assessments in all foundation subjects (as well as Maths and English) last term for each child and the curriculum leaders had summarised these. They were using the outcomes to support planning. Visits from LA advisers had supported some of this work, but had also given other priorities for development, which delaying planned development work on middle leadership.</p> <p>ii. AR gave details of how assessment of PE was being undertaken. She had worked with the subject leaders to formulate an approach to support better assessment in this area.</p> <p>iii. <i>In response to a question from Governors, the Head gave details of other subjects in which leaders were looking at depth of learning within their areas.</i></p> <p>iv. A monitoring visit to look at lunchtime coordination had taken place. The lunchtime coordinator had worked with Governors through the visit.</p> <p>v. The Head gave details of progress on the tree-house classroom, for which a large team of parents was involved in clearance of the ground.</p>	

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	<p>a) They were now at the next round of fundraising for the build.</p> <p>b) <i>In response to a question from Governors, the Head said there had been a query from neighbours about tree-felling in a conservation area; none had been felled.</i></p> <p>c) <i>Responding to a second question, the Head confirmed that no planning consent was needed for the build and that the Parish Council was fully supportive of the scheme.</i></p> <p>d) FS commented that Year 6 would produce an article about the project for the village magazine.</p> <p>b. Leadership for creative change: The Head gave details of 4 projects currently being undertaken:</p> <p>i. LA phonics project with Year 1. The Year 1 teacher, would be involved with the work being undertaken with a lead phonics teacher from Wyton-on-the-Hill during the next term.</p> <p>ii. The teacher responsible for Maths leadership was working with the LA and the Cambridge Maths Hub on an Action Research project focusing on depth of learning for Year 3 and 4.</p> <p>iii. The Year 6 teacher was taking part in a DfE project on comparative analysis of writing as a means of supporting assessment of writing and to enable moderation.</p> <p>a) <i>In response to a query from Governors, the Head and FS gave details, which included comparisons of work from 10 other schools.</i></p> <p>b) The Head commented that the programme could be expanded later to encompass the other year groups.</p> <p>iv. Active schools' programme: Whilst the School was still involved in the programme and encouraging physical activity during playtimes, the project was not a high priority currently. Governors agreed with the Head's reasons.</p> <p>c. Leadership for strategic structures:</p> <p>i. Governors' strategic plan:</p> <p>a) MH reminded Governors that they needed to look at their strategic plan, advocacy model and skills audit to ensure there were no anomalies.</p> <p>b) She felt that the Governors' plan should be contained within the overall School Development Plan.</p> <p>c) MH/LB agreed to meet to discuss the actions needed. The Head offered assistance should it be required.</p> <p>Actions:</p> <p>1. MH and LB to meet to discuss the Governors' strategic plan.</p> <p>2. Head to re-circulate the template for the School Development Plan.</p> <p>ii. National Funding Formula:</p> <p>a) The Head gave details of the LA Financial Adviser's visit. The budget for 2017-18 reflected national funding cuts and would need very careful management.</p> <p>b) <i>In response to a question from Governors, the Head agreed that support staff roles would be vulnerable.</i> She gave examples of possible changes in role to meet new requirements.</p> <p>c) The Head reminded Governors of the staffing changes that would take place in the School office.</p> <p>1) <i>In response to a query, she gave details of the intended actions to minimise any disruption.</i></p> <p>2) The actions would be supported within the budget.</p> <p>d. Leadership for robust results:</p> <p>i. Standards Group:</p>	<p>MH, LB Head</p>
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	<p>a) The Group had met twice. However, notes from the meetings had not been produced.</p> <p>b) The Head reminded Governors of the importance of maintaining an evidential record of meetings and Governors agreed to provide a short summary for the previous 2 meetings.</p> <p>c) Another meeting was planned for March to look at assessments; this would be formally recorded.</p> <p>Action: MH and LB to provide a summary of first 2 meetings of the Standards Group.</p> <p>ii. Performance Management:</p> <p>a) The Head confirmed that all teachers' mid-yearly performance management meetings had been completed in Feb.</p> <p>b) FS had completed performance management meetings for general TAs. The SENDCo had completed performance management of the TAs who worked one-to-one with EHC plan children.</p> <p>c) <i>In response to a question from Governors, FS gave examples of how this had been conducted and answered further questions about how performance management support could be provided to TAs in the future.</i></p> <p>d) Governors discussed the new Blink Visits initiative.</p> <p>1) The Head confirmed that the Blink protocol report form had been circulated and that visits by the Head and FS would be focussed and feedback would concentrate on 2 strengths and 1 weakness.</p> <p>2) <i>A Governor asked how evidence of the Blink visits was being kept.</i> The Head gave details and added that identification of trends/gaps were being considered at the weekly leadership meeting. Teachers were being encouraged to work together to share their expertise. Blink evidence would also be used as part of their performance management.</p> <p>3) <i>A different Governor asked whether there were plans for the initiative to be extended.</i> The Head confirmed that once the initiative was embedded, it would be extended so that subject leaders would visit classes, the eventual aim being for planned visits by teachers to one another's classrooms.</p> <p>4) <i>The first Governor queried the visit form.</i> The Head explained the 7 areas for focus (Learning Lenses) identified on the form. These would be used to ensure a range of foci across time.</p> <p>5) The Chair congratulated the Head and FS on the work done so far.</p> <p>6) <i>Governors were concerned that with so many other priorities, the weekly Blink visits might become a burden.</i> The Head and FS said that at the moment, this was not the case and gave their reasons.</p>	MH, LB
8	<p>Teaching, Learning and Assessment:</p> <p>a. Focus on PRIDE:</p> <p>i. The Head reported that the Focus on PRIDE was starting to have an impact and gave examples.</p> <p>ii. She added that the children now needed to extend this pride in their surroundings e.g. tidy cloakrooms, and to pride in themselves.</p> <p>iii. <i>In response to a query from Governors, the Head reported that all staff knew that the standards of the working books needed to improve and that this was being tackled as part of the PRIDE focus.</i></p> <p>b. RAP Plan:</p> <p>i. The Head informed Governors that since the FGB on 7 February, she had</p>	

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	<p>been amending the RAP to include greater depth.</p> <ul style="list-style-type: none"> ii. The Head had circulated the “7 learning lenses” which would be included in the review of the Teaching policy. iii. <i>These, together with the recent visits by the LA Advisers had given the School some short term development priorities, which were discussed by Governors.</i> iv. The Head informed Governors that on 20 February teachers had discussed marking and acknowledged the need for more written evidence that children were reaching high standards. v. <i>A Governor asked when the LA advisers would next visit.</i> The Head responded that: <ul style="list-style-type: none"> a) English Adviser would return on 7 March. b) A date for the Maths Adviser’s next visit was to be confirmed. c) LA Schools Adviser would return in the summer term following a LA SEND audit visit on 10 March. vi. <i>Governors asked how staff had reacted to the visits.</i> FS responded that it had been an intense couple of weeks with concentration on Maths and English but staff had responded positively and all wanted to be involved. vii. The Head added that they had received plenty of practical advice and now had an agreed plan to implement that advice. viii. The Chair offered to re-do the staff welfare survey in the summer term so that Governors could compare the results with those from the February survey. <p>Action: Chair to re-do staff welfare survey during summer term.</p> <p>c. Maths of the Day:</p> <ul style="list-style-type: none"> i. The case study was circulated to Governors prior to the meeting. ii. Results of the study were published on the project’s website. 	Chair
9	<p>Personal development, behaviour and welfare:</p> <p>a. Bullying/Prejudice Related Incidences:</p> <ul style="list-style-type: none"> i. A detailed analysis of behaviour records and bullying reports would be produced at the end of the Spring term. ii. The Head was pleased to report that the School had been complimented on the exemplary behaviour including behaviour for learning of the children during the recent visits from 3 LA advisers visits. <p>b. Anti-Bullying:</p> <ul style="list-style-type: none"> i. The Head informed Governors that anti-bullying information had been updated on the website (acronym STOP). ii. She also informed governors of the work she was undertaking on Girls’ Friendships with all KS2 girls (one hour a week) and that boys were working with their teachers on PSHE focused work during that time. iii. <i>Following discussion and examples provided by the Head, the Chair said that she would visit the School to look at anti-bullying measures.</i> <p>Action: Chair to confirm date for Governors’ visit to look at anti-bullying measures.</p> <p>c. Safeguarding update:</p> <ul style="list-style-type: none"> i. The Head informed Governors that the Safeguarding Audit would take place on 23 February 2017. MH would be present. ii. <i>The Head told Governors that there was a current focus on e-safety and in response to a question from a Governor, explained the reasons for this.</i> When the School became aware of an issue, the Head was informing parents so that they could take action. She commented that so far, all of the traffic had taken place outside School. iii. She added that the School was currently looking at a primary school platform 	Chair

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	<p>for teaching children how to safely use social media.</p> <p>iv. <i>Another Governor asked how parents were reacting.</i> The Head said that she had received a positive response, with the result that some had withdrawn their children from social media altogether.</p> <p>v. <i>A third Governor asked if the School was keeping an e-issues log.</i> The Head confirmed that they were doing so and gave details.</p>	
10	<p>Policies: The policies schedule was circulated to Governors prior to the meeting.</p> <p>a. Progress update for policies/guidance documents.</p> <p>i. Accessibility plan: Covered at Agenda Item 5c (Action Item 12).</p> <p>ii. Protocol for Children not collected after School. Head to circulate to Governors for information.</p> <p>b. Statutory policies for review by TABS Committee before being agreed by FGB:</p> <p>i. Foundation Stage policy: Referred to FGB.</p> <p>ii. Behaviour policy: Agreed in September 2016. Referred to FGB for review.</p> <p>iii. Sex and Relationships Education policy:</p> <p>a) FS informed Governors that the revised policy now needed to be circulated to members of the working group for comment.</p> <p>b) Their working group had some concerns about ensuring that whilst the ethos remained the same as in the previous policy, the revised version was appropriately worded.</p> <p>c) FS was hopeful of completing the policy before the end of the spring term.</p> <p>c. Non-Statutory policies for review and agreement by TABS Committee:</p> <p>i. Anti-bullying: Review completed. To be agreed at the next TABS Committee meeting.</p> <p>ii. Assessment: Being reviewed for agreement at the next TABS Committee meeting.</p> <p>iii. Code of Conduct: Completed and agreed at FGB on 29 November 2016.</p> <p>iv. Teaching: To be reviewed by TABS Committee in the summer term.</p> <p><i>FS left the meeting at 7.10pm</i></p>	Head
11	<p>Any other business:</p> <p>Counselling for bereaved children:</p> <p>a. LB informed Governors that counselling for children during a parent's terminal illness was not presently available but that it was now being put in place by the charity she worked with.</p> <p>b. The Head suggested that this charity and STARS might be able to work together.</p> <p>There was no other business.</p>	
	Date of next TABS Committee meeting: Tuesday 28 March 2017 at 6.30pm	

The meeting ended at 7.14pm.

Signed by Chair:

Date: