**MINUTES FROM THE GOVERNING BODY OF BELVUE SCHOOL**

**Date** 09 October 2014

**Time** 6.00 pm

**Location** Belvue School

**Present**

Mr Andy Baxter Co-opted Governor Chair to the Governors

 Mr Jay Shah Parent Governor

Ms Nicola Harmer Co-opted Governor

Mrs Shelagh O’Shea Head Teacher

Ms Tamieka Sooknanan Co-opted Governor

**In attendance** Ms Lorna Brown Clerk

**Introduction** New Governor, Ms Nicola Harmer was introduced to the meeting

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|  | **Item** | **Comment** | **Action** | **Whom/When** |
| 1 | Apologies | Received from Lynn Woodcock |  |  |
| 2 | Authorised/unauthorised absence | AB advised the meeting was not quorate due to the low turnout – minimum of 7 Governors required. Will not be a full governing meeting but a general meeting. |  |  |
| 3 | Election of Chair and Vice Chair | AB advised to be done at next full governing body meeting in November. | Election to be held on 27 November 2014 | Governors |
| 4 | Declaration of Interests | There were none. |  |  |
| 5 | Minutes from the previous meeting | SO stated that the action points noted after each section was a useful feature. AB reported Safeguarding training for Governors was still outstanding.  |  In progress with SO for next Governing Body meeting 27/11/14.  | 27/11/14 |
| 6 | Head Teacher’s Report | Analysis of DataSO thanked JS for his contribution to the report.SO reported on the process for assessment as shown in appendix 3 - Table 1. She explained each stage of the termly assessment process from the initial assessments against PIVAT levels to the results inclusion in the school development plan.SO responded to queries raised by NH and TS about the assessment process.JS commented on the positive and negative impact with the vast amount of data generated from such a relatively small group and the subsequent reliability of comparing groups.Subjects data analysisSO reported that the statistics could be drilled down for each child. Every child below target or cause for concern is looked at individually and an action plan put in place. TS asked if the parents were informed. SO replied that Vertical Tutors met parents termly and they are informed about what intervention would take place.SO reported that results for English and Maths, their expectations were exceeded. GSCE grades had also improved. This has raised expectations for all.SO reported that there was a new science lab and that the value added in science was out performing English and Maths in KS3 and KS4.SO reported that LAC (Looked After Children) was out performing or in line with their peers.In response to TK query JS said that all targets were set against national targets using progression guidance.TK queried why cause for concern had increased in the movement of pupils from Year 7 to Year 9. SO to investigate data.SO to look at the future of GCSE English. It would be difficult when speaking and listening skills are removed. This would not suit Belvue pupils. She would also advise on changes in GSCE maths.NH queried if equalities needed to be examined to explain the gap between girls (60%) and boys (35%) BT or CC for science at Yr 9. SO reported that girls were currently a focus for specialist input in science as part of the SDP.AB was concerned about the increased workload for the teachers from substantial data analysis. Suggested using case studies instead.SO reported that there is now more scrutiny from OFSTED with regards to data. She suggested using the learning journey across several years for individual children as examples of progress. SO also reported that currently there were no indicators for former pupil activities after they left the school. Currently Connexions looked after the school leavers. Suggested tracking up to the age of 25.SO reported that she had met with Gary Redhead from LB Ealing about funding for next year. She said Top Up is starting from April 2015. There would be different levels of funding for individual students. There is a base amount of £10,000 per child plus a top up directly related to their special needs. The levels of need calculations were still in negotiation.PoliciesWhistle Blowing Policy - SO reported the policy had been rewritten and updated. LW was involved in its’ development. SO stressed the importance of the policy. She said not reporting non-compliance with school policies wouldn’t be tolerated and could lead to a disciplinary. She has met and informed all staff that policies have to be adhered to and followed. Development and support would be available to keep staff up to standard.New TeacherSO reported the appointment of a LAC designated teacher who will be Mrs Carmichael John. Her role would be to ensure that all staff understood the court orders and follow through instructions assigned.SO stated the school needed a policy on the Disclosure and Barring Service (DBS) – she will develop this. The DFE also produced keeping children safe guidelines. JS asked what training progress had been made by staff on the learn pads. How did it impact on dataSO replied that it would not be noticeable until the 2016 results came out. SO said young people were very inspired and motivated. The Learn pads were kept in the classroom. Pupil attendanceSO reported 95.28% attendance. Admin staff will be trained on monitoring of pupil absence SO reported there were 3 annual occasional days. They will be used for breaks in the long terms and to celebrate other festivalsTeacher observation data.TS asked how teacher’s grades were measured. NH replied using evidence from feedback and triangulation.AB thanked SO and JS for their presentations. | JS to meet termly with SO to summarise and analyse the data. JS will contribute to the writing of a commentary for Governors each term and feedback at Governing Body meetings.JS and SO to discuss at termly meeting.Action plan for pupils who are cause for concern or below target.SO to check dataSO to investigateSO to investigateSO to monitor. In contact with LA.Will go through and ratify policy at the next meeting.SO to draft DBS policyAdmin staff to be trained to monitor staff statistics. | JS and SO to meet each term.27/11/14 |
| 7 | Post 16 Provision | SOS explained that she had recently met with Kevin Oakhill from LB Ealing. At that meeting SO was informed that Belvue would not get the Ken Acock site until Jan 2016. AB stated that Belvue had been pushing to expand POST 16 for many years and had planned to move in by Easter 2015. Unfortunately the school did not get this confirmed in writing from the LA. AB expressed the view that If the school is unable to move by next year then there is a strong possibility that the school will lose the government funding of £1.4million. SO explained that Kevin had given no explanation for the decision but said he would still give Belvue the £1.4m. AB expressed his concern that he has no confidence this will happen and we may not get another site. SO explained that to run a POST 16 provision at the present location would mean losing a class – 10 pupils and their funding.AB advised that the school should consider the severe option of not taking a Yr 7 next year.JS was not happy with this scenario as he believed the school would not get seriously reduced funding and it would create a gap.TS asked if the £1.4m could be used to develop the current or an alternative site. SO replied we would lose it if we do not use it specifically for Post 16. She has written to Gary and the Council Leader about this.She also said that the apprenticeship option was not possible for the Belvue pupils.AB said LB Ealing would not make an effort to resolve the problem if Belvue kept trying to solve it themselves.SO to look at current POST 16 and Yr11 to see how many are anticipating staying on next year. She said it was difficult to turn away vulnerable young people.NH asked if potential new parents were informed of the situation - SO replied she would inform them when they visited.JS suggested a Freedom of Information request to ascertain what happened to the original £1.4m.SO also raised concern about the quality of provision at Redwood college. There had been some difficulties with the course and the tutor. This class would have been at Ken Acock from next year She informed the GB that the school has given notice to the college for the Monday morning building sessions as the school has its own construction teacher but a new base is required. Clair Preston is investigating alternative sites.NH asked if SO had considered part-time courses. SO said the school already offered part time courses at Horsenden Farm, Southall College and Littern College. The school was currently researching further opportunities.  | .SO to put in FOI request to LBE. |  |
| 8 | Directors Report | To be discussed at the next meeting. |  |  |
| 9 | Any Other Business | SO reminded the Governors about the Unison strike to be held on Tuesday 14 October. She said teachers will be in but the school will be closed to pupils. |  |  |
| 10 | Date and Time of Next Meeting | The meeting finished at 8.00 pm.The next meeting will be held on Thursday 27 November 2014 at 6 pm. |  |  |

Chair of Governors Belvue School

 Rowdell Road

 Northolt UB5 6AG

Lorna Brown

Clerk to the Governors