



	<p><b>Minutes of the EFGB meeting held on 21 February 2017</b>          The minutes of the meeting were agreed to be a true and accurate record of the meeting and were signed by the Chair.</p>	
5.	<p><b>Matters arising from the Minutes FGB 7 February 2017 :</b>  <b>Item 5, : Matters arising : Conflict management :</b> SP has downloaded three separate documents onto Dropbox on this subject.</p> <p><b>Item 10 : Outside area Fox Class :</b> This is now in use and is proving a great asset to the class.</p> <p><b>EFGB 21 February 2017</b>          There were no matters arising</p>	
6.	<p><b>Chair's Actions</b></p> <p><b>(a) Classroom Refurbishment :</b> Governors had last year approved the refurbishment of one classroom at a cost of £5K. LT has authorised the refurbishment in the sum of £6,080 to a slightly higher specification, work currently being completed.</p> <p><b>(b) Academisation process :</b> LT has authorised and signed the Lodge guarantees over to the MAT.</p>	
7.	<p><b>SEND report</b>          On behalf of Emily Kerr (SENCO &amp; Deputy Safeguarding Lead) who was unable to attend, SG circulated the Inclusion Report for Spring Term 2017 ( copy in Minutes file). An initiative is under way to address attendance in a different manner, by asking parents to come into school to talk about why their children are absent. Initial outcomes appear to be positive. SG informed governors that BVPS have offered to support another school as part of an inclusive values project.</p> <p>Governors were invited to email EK if they have any further questions.</p>	
8.	<p><b>Governing Body Development Monitoring Visits</b></p> <p><b>(a) Outstanding visits from Autumn term 2017.</b></p> <ul style="list-style-type: none"> <li>• Computing &amp; Online safety (JB) - completed.</li> <li>• Maths (JB) – JB will undertake Summer term.</li> </ul> <p><b>(b) Spring term 2017</b></p> <ul style="list-style-type: none"> <li>• Disadvantaged Pupils (JS) – completed, JS to circulate report.</li> <li>• English (LT) - the additional workload of academisation has meant that it has not been possible to complete this visit.</li> </ul> <p><b>(c) Summer term 2017</b></p> <ul style="list-style-type: none"> <li>• Sports – MA will be asked to arrange this.</li> <li>• Science – LeT and SP to arrange</li> <li>• Geography – JS has this scheduled.</li> </ul> <p><b>Training</b>          Governor training requirements will be further researched once the MAT is more fully established. It is hoped that bespoke governor training could be provided within the MAT including induction training for new governors.</p>	<p>JB</p> <p>JS</p> <p>LeTSP          JS</p>

<p>9.</p>	<p><b>Head Teacher's Report</b> (copy in the Minutes file)          All governors had received and read this document.</p> <p><b>Page 2 : Health &amp; Safety</b> : Minutes of the termly meeting to be circulated.</p> <p><b>Page 5, Progress and Attainment</b> : LeT queried the year 1 data where 73% are making expected or better progress but 50% were not on track with their attainment.</p> <p>SG explained that a pupil could have a low starting point as far as attainment is concerned but be making better than expected progress. At BVPS, cohorts vary significantly year on year which makes it very difficult to identify trends, patterns, consistent strengths and weaknesses. The current Year 1 cohort has a low number of disadvantaged pupils (four) and high numbers of pupils with send and/or low starting points. The statutory assessment at the end of Reception is based on a "best fit" judgement by teachers, and the descriptions for the Early Learning Goals are imprecise. Children are judged to be "emerging, at expected or exceeding" for each of the 17 judgements. If they are at expected for a core 12 of these, they are said to have attained a Good Level of Development (GLD) which is compared nationally through Raise Online. However, the "expected" judgement is extremely broad and it is possible for children to attain this but they then struggle to meet the end of NC judgements in Year 1, 2 and beyond, where judgements are tougher, more precise and must be met in full. Currently there is still catching up to do in Years 5 and 6, and every effort is made to ensure the children make the very best possible progress from the start in order to avoid the need for catching up in Years 5 &amp; 6. The school is therefore setting its own end of Reception expectations higher, in order to have a realistic picture of which children are at risk of falling behind. While the school will continue to review and "tweak" these in line with moderation procedures, they have been left for this year. The result is that the in-school data currently looks quite weak for this group. However, this picture will improve as the children go through the school. A significant proportion of children enter BVPS with lower than expected language skills and school readiness. These gaps cannot always be closed within the first year or two of school, but the end of KS2 data shows that attainment and progress are at least in line with national, given their starting points.</p> <p><b>Page 7 : Safeguarding</b> : The workload from safeguarding requirements is considerable, but the most recent audit shows the school to be exceeding standards in all areas.</p> <p><b>Page 7, Overview Partner Visit</b> : School Annual Health check : All governors agreed with SG that the verbal report from Angela Bradshaw on her visit did not quite match up with her written report (in Dropbox folder). SG/JS/LT will study the specifics of this observation and go back to Angela Bradshaw to query this.</p>	<p>SG</p> <p>SG</p> <p>SG/JS/LT</p>
<p>15.</p>	<p><b>It was agreed to change the running order of the agenda</b></p> <p><b>Academy status update</b>          JS informed governors that, although most of the work had been done in time for conversion on 1 April 2017, there was a delay with the commercial transfer agreement from Surrey County Council because of outstanding building works which could impact on the financial risks that the schools would take forward into the MAT.</p>	<p>JS</p>

	The Shadow Trust Board had agreed that the conversion date should be delayed; conversion date will now be 1 May 2017. A full report of progress to date is in the Minutes file and on Dropbox (governors – 2016-2017 – FGB 28.03.2017).	
10.	<p><b>The meeting returned to the original running order.</b></p> <p><b>Financial</b></p> <p>(a) FMR - All governors had received and read the financial documents. Questions on the FMR were fully covered by the notes on the document.</p> <p>(b) Budget 2017-18 update</p> <p>i. Academy Budget – 1 April 2017 -31 August 2017</p> <p>ii. Academy Budget – 1 September 2017 – 31 August 2018        CW explained that the academy year will operate from 1 September to 31 October, which is why there is a 5-month budget from 1 April to 31 August 2017 and an annual one for the following year. Due to the delay in conversation date, a 4-month budget from 1 May-31 August will now need to be prepared. The new Academy budget will be much more detailed but there will still be a monthly FMR, balance sheet and, in addition, a cash flow report. The new finance policy required as an academy is a very lengthy document, JB to liaise with CW in the preparation of this.</p> <p>(c) Benchmarking – the format of this has changed, CW to re-send together with Q&amp;A to assist understanding.</p>	<p>CW</p> <p>CW/JB</p> <p>CW</p>
11.	<p><b>Safeguarding</b></p> <p>Head Teacher's report covers this item. In addition, SG reported that CW has completed her DSL training and that the school Welfare and Safeguarding Assistant will be leaving at the end of term. One of the office staff is interested in taking over the attendance part of the role; additional safeguarding training will be undertaken for this.</p>	
12.	<p><b>Health &amp; Safety</b></p> <p>Head Teacher's report covers this item.</p>	
13.	<p><b>Premises</b></p> <p>(a) <b>Office building work</b> : awaiting contractor's report, but it is hoped to complete by start of September term, 2017.</p> <p>(b) <b>Minibus</b> : earliest available delivery is 9 May 2017; it is hoped that the minibus will be available for a school trip planned for 14 May.</p> <p>(c) <b>Lodge</b> : There have been one or two issues with the building, all being dealt with and covered by guarantee. Governors were assured that this should not impact on its availability/use.</p>	
14.	<p><b>Skills audit</b></p> <p>Only 2 forms had been returned, CW will re-send to all governors for completion, an agenda item for next FGB.</p>	ALL
15	<b>Academy status update</b> -see above	
16	<p><b>School Development Plan</b></p> <p>For the benefit of new governors, SG explained the school Development Plan which had previously been on a 3-year basis, but is now in a one-year format, due to the number and rate of changes in directives from the DfE. Governors were able to see how the priorities influence the governor monitoring cycle. JS will look at the Geography strand for the coming year.</p>	JS

17	<b>Staffing update – Part Two business.</b>	
18	<b>Part Two Business – Item17, Staffing update</b>	
19	<b>Review of meeting</b> It was agreed that all agenda items had been fully covered and understood within an acceptable time frame.	
20	<b>Dates of next meetings – Summer Term</b>  Monday <b><u>22 May 2017</u></b> 3.30 pm  Monday <b>5 June 2017 9am – 12 noon INSET Focus - HONESTY</b>  Wednesday <b><u>12 July 2017</u></b> 3.30 pm	

The meeting closed at 5.35 pm.