



Hurstbourne Tarrant Church of England (Controlled) Primary School.

Church Street, Hurstbourne Tarrant, Andover, Hampshire. SP11 0AX

Telephone: 01264 736213

Fax: 01264 736113

Headteacher: Mr Gareth Dee BSc (Hons) Econ QTS PGCE

Hampshire Education Committee

Minutes of the meeting of Governors of Hurstbourne Tarrant Church of England (Controlled) Primary School held on Tuesday 9th July 2019 at 5.15pm

Governors Present

Mrs Sue Evans (SE)	- LA Governor (Chair)
Mr Gareth Dee – (GD)	- Headteacher
Rev Trevor Lewis (TL)	- Foundation Governor
Mr Rupert Conder (RC)	- Co-Opted Governor
Mrs Louisa Savage (LS)	- Parent Governor
Mrs Kim Trewby (KT)	- Foundation Governor
Mr Robin Price (RP)	- Staff Governor
Ms Georgina Wilson (GW)	- Parent Governor
Mrs Alex Luker (AL)	- Parent Governor
Mr Freddy Colquhoun (FC)	- Parent Governor
Mrs Miriam Edwards (ME)	- Co-Opted Governor

Apologies: Mr Steve Swift (SS) - Co-Opted Governor

Non-Governor present: Dr David Ellis (Clerk to the Governors)

The meeting opened at 5.15pm with a prayer from Rev Trevor Lewis

Chair SE welcomed everybody and noted the full agenda.

1. Declaration of Pecuniary Interests

There were no declarations of pecuniary interests declared relevant to the meeting.

2. Minutes of the Governing Body Meeting of Thursday 23rd May 2019 and matters arising

Minutes of the meeting of the 23rd May 2019 were accepted as a true record of the meeting.

Matters arising: None

3. Membership of the Full Governing Body

SE noted that SS has said he did not wish to stand again on the Hurstbourne Tarrant School Governing Body. Mrs Louisa Savage, Parent Governor, is also standing down. This means there are now 2 positions for Co-opted Governors and one for Parent Governor in September 2019. SE requested suggestions for the Co-opted Governors. The process for electing a parent governor will begin in September.

4. Headteacher's Report

GD Headteachers report had been circulated to FGB members prior to the meeting and matters arising and updates were discussed.

ADMISSIONS:

Number on roll: 104

Movement out: 0

Movement in: 1

Exclusions: 0

Arrivals

16 children in YrR starting in September.

Departures

16 Y6 pupils will be leaving us this year.

4 Y2 pupils will be leaving us at the end of the year.

2 Y3 pupils will be leaving us at the end of the year.

2 Y4 pupils will be leaving us at the end of the year.

Spaces available from September:

Y3: 0 places

Y4: 3 places

Y5: 4 places

Y6: 7 spaces

All other year groups are full.

GD noted a new Yr1 pupil will be joining the school in September. In addition, he noted 8 pupils will be leaving at the end of summer term to private education. Therefore, he proposed we take another Yr3 pupil who is on the waiting list and who also has an elder sibling who wishes to join Yr5 in September. They are both in catchment. Governors agreed with this approach.

SAFEGUARDING

We continue to have 1 family subject to a Child In Need Plan. We will need to agree the new Safeguarding Policy and Child Protection Policy at the next Full Governing Body Meeting in September.

ATTENDANCE:

Attendance so far this year: 96.41%.

This time last year: 96.75%

(95% is the national target)

We have 3 children who sit below 90% attendance. These children are all classed as persistent absentees (1 is YrR and one will be leaving at the end of summer term). The parents will be receiving letters highlighting their attendance. GD noted on the other hand we have several children with 100% attendance. SE asked do we celebrate these pupils. GD said his policy was No, absences may not always be the child's fault (for example illness), but a parent decision for another reason and therefore why apparently chastise them for not attaining 100% attendance.

ABSENCE REQUESTS:

GD has had three requests for family holidays which he has discussed with Governor ME.

One was an exceptional circumstance and was therefore agreed.

Two were not exceptional and were not agreed.

Most requests for absences have been for children attending induction days at other schools or music examinations.

STAFFING:

Miss Kirk (Mrs Ridler's replacement) will be starting in Summer Class in September and will be supported by Mrs Curd and Mrs Moulding.

Mrs Davis (Spring Class teacher) will become our new SENCo from September.

Mrs Ridler (KS1 teacher), Mrs Souter (SENCo) Mrs Perrett (1:1 TA) and Mrs Stormer (1:1 TA) will all be leaving us.

Mr Dee will be teaching in Winter Class on a Friday. If agreed - Mrs Ellis for the rest of the week. HLTA trained staff cannot teach PE.

**CURRICULUM /STANDARDS/MONITORING/SCHOOL
IMPROVEMENT/STAFF DEVELOPMENT:**

The schools EYFS data has been moderated. The moderator required our judgments of the children a week in advance of the visit. They then visited for a morning and looked at selected children's evidence in all areas of the EYFS curriculum. All judgments were agreed in all areas.

Our EYFS data is stronger than last year with 85% of our pupils achieving a Good Level of Development This compares to 75% last year.

Our Y1 Phonics Screening data is also very strong with 88% of our pupils achieving the standard.

The tables below show the headline attainment data for KS1 and KS2. We only received the test results for KS2 that morning. A more detailed analysis of this data will take place at the next Curriculum and Standards meeting.

GD then handed out anonymous KS1 (Yr2) results which showed which pupils had done best and those that needed future interventions (noted that they were not always the same pupils in Reading, Writing, Maths and Science. 2 pupils got very low phonics scores and will receive additional interventions (one is the child on the care plan and the other has speech difficulties). In reply to KT both are in Spring Class and get additional interventions in the afternoons. GD noted the KS1 results were better than the 2018 results.

AL noted in KS1 results there was no difference between Spring and Summer Classes and boys did as well the girls..

KS1 Attainment

Subject	ARE	National 2018	GDS	National 2018
Reading	86%	76%	41%	31%
Writing	86%	68%	23%	31%
Maths	86%	75%	36%	38%

KS2 Attainment:

Subject	ARE	National 2018	GDS	National 2018
Reading	75%	75%	38%	25%
Writing	88%	78%	25%	18%
Maths	94%	76%	19%	23%
SPAG	81%	78%	31%	31%

In the KS2 results GD noted 1 Yr6 pupil had been disapplied with their parent's agreement (which means we could never achieve 100% as 1 disapplied pupil represents 6.5%). In Reading 4 pupils did not reach ARE, but GDS was better. Writing was good and in Maths 1 child was 6 marks off GDS (they took 3 papers, 2 were scored very high but they fell down on the paper 2 reasoning paper, which everyone found harder).

SPAG results were excellent given that Yr6 teaching of SPAG is difficult. 1 pupil failed ARE by 1 mark.

The 2019 KS2 national average results will be published during summer vacation, but GD noted the papers were harder this year than last year so national averages may also be down.

Finally, SE congratulated the school on its impressive range of extra-curricular activities and sports competition results.

5. Resources Committee Report

Minutes of the of the Resources Committee meeting of the 2nd July 2019 had been circulated to members of the FGB.

RC summarised the last resource committee meeting.

Budget –Review of expenditure and forecast to EOY 2019/20. JI introduced the report on expenditure and income to date, commenting that it is yet early in the year to accurately forecast the EOY outturn especially as some of the major items have already been paid for. SE said that the recent staff restructuring will have a beneficial effect on the budget. RC commented that he had reviewed the figures for both May and June and found them to be “on course” for the time of year. He added that although we are likely to still have a credit balance at EOY in April 2020, expenditure is still exceeding income and we are only still in credit owing to the prudent management in previous years when a large credit balance was built-up.

Forecasting into the next few years indicates that, unless the Funding Formula changes or we can somehow balance the budget, we are likely to have a deficit balance at the end of the next financial year.

The reduction in income introduced as a result of the Government’s Funding Formula has had a significant detrimental impact on our and many other schools; as a result it was agreed that GD should attend a “Worth Less Campaign” rally in London with many other headteachers on 27th September to put forward a case for the education of every child to be financed equally, which might bring about a change in Government Policy.

Capital Expenditure items: - Following discussion of Capital projects for 2019-20 it was agreed that a new white board should be purchased from this year’s funds.

JI expressed her concern that, as we had only been given a one-year amnesty on the replacement of the Trim Trail we need to replace it. RC said that it was open to the public on public land and used by children who are not at our school. ME said that she would see if there are other sources which might fund its replacement. RC suggested that, when HCC Property Services visit, they might be able to identify which items of the Trim Trail need to be condemned immediately and replaced as some of the items still appear to be in a satisfactory state.

TL asked about the Landon Trust funding. SE noted we have re-do the appropriate signatures with Lloyds Bank which has delayed the payment.

6. Curriculum and Standards Committee Update

Minutes of the last C and S meeting (25th June) had been distributed prior to the FGB meeting and only a summary/update was discussed.

TL noted standards were coming up, particularly in the last 2 terms.

ME will join the C and S Committee when SS steps down as a Governor.

7. Pay and Personnel Committee

KT briefly summarised the results of the P and P meeting of the 8th July. The cost saving associated with the new KS1 appointment (Miss Kirk) has enabled the agreement to employ Mrs Ellis for 4 days a week now and reduce GDs requirement to help teach in Winter Class. KT noted that pressure was mounting on the Government to better fund schools and things can only get better. She thanked JI and GD for helping with balancing budgets and retaining staff.

The committee had agreed the format of the staff exit document and interview. These will be conducted by 2 Governors and SE and KT have agreed dates to interview the 4 members of staff retiring or moving to new positions in other schools.

8. School Development Aspirations

Governor FC presented a report he had instigated which addresses how the school can sell itself more, decrease pupils being lost to private education and potentially attract extra funding.

His main points were:

- What are we good at? (high calibre teaching staff, Ofsted Outstanding Status, excellent academic outcomes, a safe and welcoming environment with excellent outdoor facilities, engaged and experience governing body and the energised Friends of HBT charity)

- What causes Early Leavers? (primary education to only 11 years old, length of school day and curriculum -sports and languages highlighted. School can influence team sports, facilities and extra-curricular activities like drama, art, dt etc)

- Early Leavers? The definite leavers who leave for private education between Yr2 and Yr4. How can we encourage them to stay longer? - suggestions offered

- Early Leavers? The maybes. Make their decision harder by encouraging them to take a greater interest in school, asking them for donations or sponsorships.

- Ask all parents to showcase the school and its achievements. Promote more news on sporting achievements. Alumni of the school: ask them to return and say what the school gave to them. Promote the school via estate agents.

- Parents support for the high academic standards via home learning tasks, extra home reading or learning tasks, support by taking children on additional educational trips linked to school topics/work and possible sponsored additional outdoor activities like organised sports and camps?

KT asked how can we help the very bright pupils in the upper years? GD noted it was often the very bright children drifted off to private education.

AL/LS asked could celebration assembly be more inclusive as there is a perception that many of the same children appear regularly. GD disagreed, but would pass on the observation to staff so that staff could try to be more encompassing.

KT should we approach parents to fund particular projects like a mini-bus for example? She also asked do we know how many hits are to the school website? (RP to look into it)

AL: Can we have school topics a term in advance so parents can instigate additional out of school trips. GD said yes and they are on the school website.

KT: Can we join with other schools to form joint teams to take on a greater range of schools. GD noted that HBT is only insured to play tag rugby (not contact rugby as in private schools) and not allowed to use hard cricket balls either. GD and RP both said additional competitive sporting activities would require more staff time, which is now at a premium, with or without parent help.

SE thanked FC for his presentation.

9. Governor Training

GW noted she had completed Understanding the Governors Role in Monitoring and Evaluating SEND.

10. Correspondence

DE noted he had circulated all relevant correspondence as it came in.

11. Visit of Kit Malthouse MP

Kit Malthouse has agreed to re-visit the school and discuss school funding. Current planning is for him to visit in the Autumn (October?)

12. Agree Dates of Meetings 2019-2020

SE distributed dates for Governing Body meetings and subcommittees.

13. AOB

The Governors leaving party for staff would be held on the 22nd July at 3.45pm. Four Governors have volunteered to provide cakes. SE, ME, KT and GW have stepped forward.

Governor volunteers to sell raffle tickets at the end of summer term KS2 play performances had been requested. AL and RC will now help sell raffle tickets on the Thursday night performance.

16th July: ME, GW
17th July: SS, AL, SE
18th July: AL and RC

The leavers service is Tuesday 23rd July and Governors are encouraged to attend.

TL noted Bishop David (Bishop of Basingstoke) will visit the school on the morning of the 2nd October and also take coffee and meet staff and parents (09.30-10.30am)

14. Date of Next Meeting

Thursday 26th September 2019 at 5.15pm

With no other business the meeting closed at 6.50pm.

Dr David Ellis

Clerk to the Governing Body