



Troon C P School		Action
Minutes of a meeting of the FGB of Troon C P School held at the school on Monday 21 <sup>st</sup> March 2016 at 4.30pm.		
<b>Present:</b>	Mrs J Lamb (Head) Mr T Carter (Chair) Mr I Williams Mrs R Collins Mr A Richards Mrs A Jenkin Mrs L Seymour (4.35pm) Miss L Seymour (4.35pm) Guest: Mr M Carter (Rainbow MAT)	
<b>Clerk:</b>	Mrs C Williams	
1.	<b>Apologies:</b> <ul style="list-style-type: none"> <li>Apologies were received from Mr F Curnow.</li> </ul> <b>Pecuniary Interests:</b> <ul style="list-style-type: none"> <li>TC completed a new form.</li> </ul>	
2.  4.35pm	<b>Minutes of previous meeting:</b> <ul style="list-style-type: none"> <li>Minutes of the FGB meeting held on Monday 1<sup>st</sup> February 2016 were accepted as a true record and were signed by the Chair.</li> </ul> <b>Matters Arising:</b> <ul style="list-style-type: none"> <li>Further Maths session for parents to be set up by L Askew on fractions, decimals and % due to a request from parents for further sessions.</li> <li>Parents' e-safety session not yet arranged. Glyn Pascoe to action this.</li> <li>Possibility of e-safety talk for all MAT schools</li> </ul> LaS and LiS arrived. <ul style="list-style-type: none"> <li>Audit skills forms still to come from LiS and LaS.</li> </ul>	G Pascoe to arrange e-safety session.  Skills audit forms to be completed.
3.	<b>MAT Update:</b> <ul style="list-style-type: none"> <li>Advertisement for MAT principal will be out soon.</li> <li>2.5 days per week.</li> <li>Also post for Financial Manager has been advertised – full time.</li> </ul> <i>Q. What is a principal? A. An executive head in charge of all four schools in Rainbow MAT. An independent head.</i> <ul style="list-style-type: none"> <li>Financial manager will report to principal.</li> <li>TC and Mike Carter met with principal from Lizard Peninsula to get thoughts/ ideas.</li> </ul> <i>Q. Why is the principal only 2.5 days per week? A. At present there are four headteachers in the MAT. As they move on MAT will replace them with a head of school. Until this happens, the principal will have a strategic role but the existing head teachers</i>	



	<p>are still doing the same role and will be accountable to Ofsted. In the future each head of school will manage the teaching and learning of the school and all other matters will be dealt with by the principal.</p> <ul style="list-style-type: none"> <li>• One of the principal's jobs will be to promote the Rainbow MAT in the area and possibly attract other schools to join the Trust.</li> <li>• By 2020 all schools must be academies. (Government)</li> <li>• Rainbow MAT are moving forward and staying one step ahead so that they can make their own choices rather than be forced into unfavourable situations.</li> <li>• Principal should be in place by September 2016.</li> <li>• MAT improvement plan, which was distributed, links with Troon School's improvement plan. It shows the joined up working taking place across the MAT.</li> </ul>	
4.	<p><b>Aspire Update:</b></p> <ul style="list-style-type: none"> <li>• Feedback from K Brokenshire was distributed prior to the meeting.</li> <li>• More meetings with KB were requested by governors. She will advise on how to answer questions on the SEF and SIP and how to support the head during an inspection.</li> <li>• JL to inform governors of time/date.</li> </ul>	JL to set time/date and inform governors.
5.	<p><b>SIP:</b> This was distributed to governors prior to the meeting.</p> <ul style="list-style-type: none"> <li>• Classroom Monitor training has taken place (16/03/16) Very productive.</li> <li>• Baselines now set with staff.</li> <li>• Teachers much happier</li> <li>• New curriculum – everyone starting afresh – can't be linked to the old curriculum.</li> <li>• Separate curriculum for each year group – no crossing over for less able or more able pupils. Instead use mastery system – U = untaught; T = taught; A = almost met; M = met; E = exceeding</li> <li>• There are exceptions where an SEND pupil may be given a separate curriculum from a different year group but this will be rare.</li> <li>• This is a different way of thinking from the old National Curriculum. Work is appropriate to the age range and year group not to a level as previously.</li> </ul> <p><i>Q. What are learning ladders? A. Pupils are given a list of objectives for the week on a particular subject/theme. They self-assess themselves and move up the ladder as they progress. Pupils decide where they start from so that repetition of the basics is avoided. Teachers are facilitators. No time is wasted.</i></p>	



	<ul style="list-style-type: none"> <li>Next staff training on Learning Ladders at Sithney School 13<sup>th</sup> April. Troon will reciprocate with accelerated reading training.</li> </ul> <p><i>Q. What is blue pen time? A. Reflection time, time to read teachers' comments and correct where necessary. The Aspire adviser and key leads noticed in a maths scrutiny that the teachers' next steps in marking were not specific enough or pupils were addressing comments but still making mistakes. This has now been addressed as teachers revisit marking to ensure that blue pen time has been completed effectively.</i></p> <p><i>Q. What is Pobble? A. Online website where children's writing can be published. Used to be called Lend me your Literacy. Needs parental permission to put child's work on. Has lost its' sparkle a little – slightly more complicated to use. Need to review it when subscription is next due.</i></p> <ul style="list-style-type: none"> <li>Timeline of summer term key lead actions in staffroom. KB advises all governors are accountable and all must be secure in their key area. JL to send out revised list.</li> <li>Safer recruitment training – AR getting through the course. TC yet to start.</li> <li>Pupil conferencing on Wed. 23<sup>rd</sup> March with KB. Governors invited to sit in. RC – 10-11; LiS 1-2.30; IW 2-2.30.</li> <li>Staff meeting 3.30 – 4.45 same day on SEF and CPD – all governors welcome.</li> </ul>	<p>AR to review Pobble.</p> <p>JL to send out revised list. Safer recruitment to be completed AR/TC</p>
6.	<p><b>SEF:</b> This was distributed to governors prior to the meeting.</p> <ul style="list-style-type: none"> <li>New format for SEF includes judgement, evidence and areas for improvement. Judgement good in all areas at present.</li> </ul> <p><i>Q. What funding is available for rising 3s? A. The school does not receive funding for rising 3s however the Nursery does take children in the term of their 3<sup>rd</sup> birthday rather than the term after they have turned 3 if there is space..</i></p> <ul style="list-style-type: none"> <li>There is now a separate judgment for the EYFS in the new framework.</li> </ul>	
7.  5.30	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>A finance report was distributed at the meeting.</li> <li>Still discrepancies in cost centres.</li> <li>General reserves stand at £91,161.00</li> </ul> <p><i>Q. How would Troon be affected if Pupil Premium funding was stopped?</i></p> <p><i>A. There is nothing definite about that – if it were to happen then it would impact on provision for children and on the number of support staff in the school.</i></p> <p>RC left the meeting.</p> <ul style="list-style-type: none"> <li>Quote received from ICT4 for new IT equipment. It has</li> </ul>	<p>JL to meet with the bursar and ensure correct cost centres are being used.</p>



	<p>been found that laptops and iPads make a lot of difference to learning in schools. Increased independence and engagement in lessons.</p> <ul style="list-style-type: none"><li>• Accelerated Readers and Accelerated Maths need access to the internet, so more iPads required. Three teachers need new laptops.</li><li>• 20 desktop computers to be recycled.</li><li>• iPads are well used t in class as pupils can move on themselves, using 'how to' programmes instead of having to wait for a teacher. This shows evidence of mastery. Pupils feel empowered. Pupils love watching other children on video clips.</li><li>• Only have 20 iPads at present.</li><li>• Seesaw – an e-portfolio for children where they can store their work. Similar to Tapestry Learning Journey used in EYFS. This continues through the years so it's on record forever. Can look back to see how much improved etc.</li><li>• Governors agreed to this expenditure.</li></ul>	
8.	<p><b>Premises:</b></p> <ul style="list-style-type: none"><li>• Two new sheds one for each key stage have been purchased and erected. Use for classroom furniture and equipment when change is needed. EYFS already have one.</li><li>• A bid has been put forward for an outdoor classroom from 'Things Outdoors'. Hoping to erect in corner of field near stream. Will be fully enclosed so can use in all weathers.</li><li>• Considering purchase of two small climbing walls (previous quote too expensive).</li><li>• Leak near boiler – pressure dropping all the time – this will be addressed asap</li><li>• External lighting to be addressed over the Easter break.</li></ul>	
9.	<p><b>Personnel:</b></p> <ul style="list-style-type: none"><li>• L Askew will step up as assistant head from September 2016</li><li>• Replacement class teacher for AR advertised – will know by May half term. Staff may be shuffled for September depending on who is appointed.</li><li>• Need experienced Y6 teacher because of new SATs etc.</li><li>• Troon School are being used for a trial of new NFER tests. This is statutory. No results will be issued. This will take place on the 20<sup>th</sup> April.</li></ul> <p><i>Q. What are the class numbers for September? A. Will know EYFS numbers in April, so cannot make plans for other classes until this information is received. Trying to avoid split year groups. Y6 will have 15 pupils with challenging personalities.</i></p>	



	<i>Y5 will have 27. Cannot put the two whole groups together. Therefore we will need to look closely at numbers and see where we are able to have a sensible mixed age split or if we can afford single age classes across the school.</i>	
10.	<b>Safeguarding:</b> <ul style="list-style-type: none"><li>• Safer Recruitment – each school needs more than one qualified person. LiS certification has lapsed. TC still to complete. AR almost there. JL is currently the only person up to date.</li><li>• No other issues.</li></ul>	
11.	<b>Health &amp; Safety:</b> <ul style="list-style-type: none"><li>• H&amp;S audit completed by Malcolm Godolphin.</li><li>• Several issues which JL and governors not happy with and discussed at length.</li><li>• There are issues over the accuracy of this report.</li></ul> <i>Q. Where did MG come from? Has school seen his qualifications? A. Glyn Pascoe to follow this up as governors are not happy with his report.</i> <ul style="list-style-type: none"><li>• GP also to search for tree surgeon.</li></ul>	GP to find out more about MG. GP to search for tree surgeon.
12.	<b>Governor Visits:</b> <ul style="list-style-type: none"><li>• IW presented his report which had been distributed prior to the meeting.</li><li>• He had met with Steve Medlyn and reported back on the provision of sport and PE throughout the school and on how the Sports Premium funding has been spent.</li><li>• JL thanked IW for his comprehensive report, giving clear evidence of what is happening in PE in Troon School.</li><li>• Further reports to come –<ul style="list-style-type: none"><li>➢ LiS report on EYFS</li><li>➢ RC report on Maths</li><li>➢ LaS report on Youth Speaks</li></ul></li></ul>	
	<b>A.O.B:</b> <ul style="list-style-type: none"><li>• TC thanked Mike Carter for attending. He replied by saying he was impressed with the quality of governors' questioning and the quality of the governor's report. Keep up the good work!</li></ul>	
	The meeting closed at 6.15pm	
	<b><u>The next meeting will be held on Monday 16<sup>th</sup> May at 4.30pm.</u></b>	

Signed: .....

Date: .....