

Burton C of E Primary
Minutes of CPPC Meeting
Held at the school
FGB
25th March 2019

Governors present:

Alison Timmngs AT
 Georgie Bethune GB
 Di Wilkinson DWi
 Mel Browning MB
 Patrick Mann PM

Danielle Jeffries DJ
 Adrian Ryder ARy
 Erica Johnstone EJ arrived at 6.10

In attendance: Alison Roberts

Item Number	Subject	Action
1	<u>Apologies</u> Michael Ponchaud – Apologies accepted	
2	<u>Minutes from Previous Meeting/Matters Arising</u> Foundation governors have arranged to meet on 28 th March. Ofsted prep with DW will not be possible this side of half term, the draft handbook has been given out to governors.	
3	<u>CPPC</u> Pupil Premium walk has now taken place. Still looking into a solution regarding the visitor toilets. Overall progress in school is good, particularly in year 4 and EYFS. External learning walks have taken place with positive feedback from both. AT will forward formal report from Jackie Broomfield to governors.	JB report to go out to gobs.
4	<u>FEPC</u> Budget is where it should be for this part of the year. There has been an overspend in some areas partly due to additional orders of sundries to carry the school through the move to BCP. AT has contacted John Twigg from Children Services regarding the ongoing playground drainage issues. Still unsure of which SLA's will be provided by BCP. 2 staff resignations . Gates and fence have now been installed.	
5	<u>Foundation Report</u> Two foundation governors attended Diocese Training and gave an overview, the main thing they brought back was the importance of a school vision. SIAMS governor training is available and a discussion took place regarding the difficulty in attending due to its location and the cost. Governors will discuss further at their meeting in school this week.	School Vision

6	<u>Pupil Premium Strategy (attached)</u> AR produced the summary of the pupil premium strategy which highlighted the key areas that were on the previous strategy. The sections have been broken down into A,B,C,D and E and these are some of the barriers the children face. AR went on to talk about where PP funding has been spent. In terms of section A, 2 ELSAs have been provided to support in year 1 and 6 where key families have been identified: a councillor was provided by Sovereign Housing for the interim where we had no Pastoral Worker in school:magic breakfast has been introduced. Section B- Speech and language: a member of staff has been trained to provide ELKAN support to specific children: 2 TAs provide additional SALT to children in year 2 and 3. Section C- SEN: A number of new interventions have been set up to include Nessy,First Class@Number, Success@Arithmetic,Accelerated Reader and Learn to Move. AR went on to say that 46% of PP pupils also have SEN. A governor asked if this number was high? AR replied that it is high and the two tend to go 'hand in hand'. Section D- attendance: This is still a problem , 30% of pupils have attendance below 89%. Support is being received from the County Attendance support officer and the PCW receives weekly attendance data and contacts families promptly where a problem is identified. AR went on to say that a high % of children have social and emotional needs and this has a negative impact on their learning, interventions have been set up to include accelerated Reader, Change4Life, MMe app, Read, Write, INc, Magic breakfast and pastoral support. AR and ARY have carried out a PP learning walk and next year's PP strategy is already in the making. There are 60 pupils currently on the register which is 4.3% above the national average. A governor commented that it was a very informative and useful summary. AR went on to say that she is part of a 'working group' trial and is linked with other schools taking part in regular meetings and learning walks. A governor asked if this will continue once we move to BCP. AR confirmed it would. AR also went on to say how useful the recent PP governor training had been and encouraged governors to attend if possible. A governor commented that Ofsted will ask governors about the PP Strategy and it will be luck of the draw who they speak to , she went on to say it is very important that governors are aware of the document.	PP governor training
7	<u>Headteachers Report (see attached)</u> AT ran through the HT's report. 339 pupils on roll with an additional 2 pupils joining us after Easter in year 1 and 3. PP and SEN numbers have increased and we currently have 8 children	

	with a EHCP. Year 5 class teacher has been called to Jury service which could last up to 6 weeks, her class will covered by CD. A governor commented that this particular year group needs consistency. The new Pastoral Support worker has now started and year 4 teacher has returned from mat leave. Performance management has taken place. Staff have attended attachment training and Read,Write Inc training will take place towards the end of the Summer term ready to launch in Sept. JB has completed the SEP visit and a selection of books were looked at, KB has carried out a learning walk with AT focusing on Yr R to Yr 4. Both visits had positive feedback. CPOMs is now being used in school and is proving useful in identifying patterns in behaviours. Feedback from the safer schools team on referrals that have been made has been that the school is following the correct procedures. A governor commented that it is encouraging that the feedback is positive. A governor asked what the Family Partnership Zone is. AT replied that it is early help for families before support is provided by social services. AT talked about attendance and overall we are 1½% down on the Autumn Term. Authorised absence is mostly due to illness and the school had a bout of chicken pox and sickness after Christmas. Unauthorised absence has fallen slightly and unauthorised holiday has also fallen. A penalty warning notice has been issued to one family. A governor asked what we have done to help this family. AT replied that the family have had a lot of pastoral support, the problem with their attendance is down to the location of where the family live. We have provided help finding a more local school and parents have been offered a place. Our penalty notice was issued partly to ensure consistency with a sibling in another local school. AT went on to say that we have had 4 fixed term exclusions this term. A governor asked if the exclusions were having the desired effect? AT replied that there had been improvement in some areas, and it would be a long process. The school has put certain stipulations in place and have made it very clear that certain behaviours will result in an exclusion. The pupil is already going home at lunchtimes as a supported attempt to give the child potential to have a successful day. The school is being supportive as well as issuing consequences.	
8	<u>BCP update</u> AT has received a document with SLA's as they currently stand however still not clear as to what is included in them. AT will be meeting with local HT's tomorrow together with a Bournemouth HT to discuss SLA's. Various information has been given regarding contact details for key areas. The new school bank account has been set up and we are still awaiting the new school credit card. All payments now need to	

	have stopped as transfer of 75% of school funds will be moved across to the new bank account. A new D of E (school number) has been issued to be used from the 1st April. MASH contact details received.	
9	<u>Policies</u> AT produced the new Computing, Acceptable Use and Safer Digital Practices policy to governors. The policy includes Inclusion, Health & Safety, E-Safety and Cyber Bullying. Social networking do's and don'ts, keeping staff data safe and roles and responsibilities. A governor asked if we are expecting all children to sign the Pupil Acceptable Use Policy Agreement Template form. AT replied Pupil Governors will sign as a representative for each class. A governor asked for the computing co-ordinator to be named on the front page of the document to make it clear who that person would be. A governor asked for the section on the Acceptable Use Policy Agreement to be signed by staff that reads 'I understand that I should not write down or store a password where it is possible that someone may steal it' be amended to 'I will not write down' A governor requested that in the Governor section where it says 'Child Protection Governor' this be amended to 'Safeguarding Governor'. Governors approved the policy with the above amendments. AT advised that the mobile technology policy will be brought to the next CPPC meeting.	Mobile technology policy to CPPC
12	<u>AOB</u> The recruitment leaflet for new parent governors was produced and will be used to help recruit new governors. AT updated governors with numbers so far for Sept reception intake. 46/47 have been offered a place this will mean two classes. A governor asked what will happen if the numbers turn out to be lower. AT replied that first choice numbers were 33, a class size would be no larger than 30. A governor reported on a recent learning walk they had carried out specifically looking at behaviour. She reported that the behaviour she had witnessed over break time had been good and the children were getting on well and were happy, they were using the equipment well and 4 separate games of football were taking place. No staff interaction was needed other than from a social point. SFVS file signed off. Meeting ended at 7.50 pm Signed..... Date.....	

--	--	--