

SPRING TERM 2011
LONDON BOROUGH OF EALING

The Governing Body of Belvue School

Minutes of the Full Governing Body Meeting

held on 9th March, 2011, at Belvue School

Present at the meeting:

Mrs P Read	Community Governor	Chair of Governors
Mrs F Baxter	Community Governor	
Mrs N Harmer	Community Governor	
Ms S O'Shea	Staff Governor	Headteacher
Ms J Gibson	Staff Governor	
Mr W Santos	Local Authority Governor	
Mrs H Ware	Local Authority Governor	
Mr A Baxter	Parent Governor	
Mr A Loftus	Parent Governor	
Mr J Shah	Parent Governor	
Mrs S Shah	Associate Member	
Mrs P Taylor		Clerk to the Governing Body

The meeting was declared quorate:

1 APOLOGIES

Apologies were received from:

Mr A Wiggan – Parent Governor *Ms Dwane - Parent Governor*

2 AUTHORISED/UNAUTHORISED ABSENCE

(a) The Governing Body authorised the absence of:

Mr Wiggan, *Ms Dwane*

~~(b) The Governing Body did not authorise the absence of:~~

~~Ms S Dwane – Parent Governor~~

3 GOVERNING BODY MEMBERSHIP

The following changes in membership were reported:

Professor Alan Gillett was elected a Community Governor; he would also serve on the Premises Committee.

There were 2 vacancies for a Local Authority Governor and a Parent Governor.

4 DECLARATION OF INTEREST

There were no vested interests declared. The clerk would bring forms to the next Summer Governing Body meeting for all Governors to complete.

5 MINUTES OF THE LAST FULL MEETING

The minutes of the meeting held on 11th November, 2010, were agreed as a true record and signed by the Chair.

6 MATTERS ARISING FROM THE MINUTES

The following matters were raised:

There were no matters arising.

7 MINUTES/REPORTS OF LAST COMMITTEE MEETINGS

STAFFING

An English Consultant had been appointed for 2 days a week.

The Head's appraisal had taken place.

A new Lanyard system for staff was now in place. This would be green if the staff member had obtained CRB approval.

They had looked at appointments for 2 TA's who had not returned after the Summer holidays. These posts have now been successfully filled and the new staff took up their appointments in February. The English post has not been filled despite having been advertised twice and interviews undertaken. This post is therefore being covered by an agency teacher on a temporary basis until July.

They had advertised for a new Administrator.

A new appointment had been made to replace the ESW.

A Horticultural Assistant had been appointed for 2 days a week, and will help set up the school garden, and a horticultural mini-enterprise.

STUDENTS

The three Looked After children were doing well.

There were three exclusions last term.

Attendance remains down at 86.87%.

The school was continuing the activities after school, and during the half term.

They had looked at the content of school meals, and the halal situation. 27% of pupils taking school meals were Moslem. The committee agreed to review the situation in the Autumn Term. A representative from Harrisons would be meeting the Head shortly, and would discuss this matter.

The Inclusion Co-ordinator had reported that there were about 12 pupils attending Belvue School for a variety of subjects. Governors had discussed their concerns that this service was not self-funding, however they had appreciated that the school was down on numbers by 6 children which compensated for the work. The school was looking to be re-organised, and it will not be easy then to take children from other schools. The sub-committee would like an update of numbers for each meeting, and they would look at accommodation available. There are also 3 of our children attending High Schools in the borough.

PREMISES

They had looked at the school grounds. The designer of Northalla Fields was coming to the school to help design the grounds.

The present entry system was unsatisfactory, and would be discontinued. A new system had been purchased.

Work had commenced on the flat roof which was leaking.

The Premises Manager had started his training.

A Nature Trail was planned for a piece of land alongside the school, which had been given to the school. It needs to be fenced off before the land can be cleared.. This could be a project for the new Horticultural Assistant; and the Probation Service had visited the school, and might be able to provide help.

8 HEADTEACHER'S TERMLY REPORT TO GOVERNORS

The Headteacher led governors through her report highlighting the following items:

1. SCHOOL LEADERSHIP

Changes in the report follow new Ofsted headings.

Performance Management reviews have been undertaken for all teaching staff including the Headteacher.

4. SCHOOL DEVELOPMENT PLAN

The school is planning to re-organise from September 2011 to incorporate Vertical Groupings for tutorial groups and ability grouping for teaching groups – which means

all ages are grouped together for Tutorial groups – from September and for learning groups children would be placed in Key Stage ability groups. This will facilitate more focused teaching.

The Headteacher explained the system and all the reasons in favour of this, including breaking up peer pressure, and enabling all learners to take up a leadership role. Instead of the school being under capacity, it will enable those on the waiting list who formerly would have been unable to take up a place, because of full capacity in their year group, to slot into a vertical group.

Workshops for parents would be held in May to discuss the changes.

The Head feels the changes will impact positively on the school and the progress of children academically, socially and emotionally.

2. PUPIL BEHAVIOUR/SAFETY

There were two incidents of inappropriate sexualised behaviour - one of which has resulted in a member of staff being disciplined for not following safeguarding procedures. Although employed by the school she was working as a Youth Worker at the time of the incident with children from the school.

3. PUPIL ACHIEVEMENT

A data analysis of results is shown at Appendix 3 and Appendix 4.

All learners are now embarking on a Foundation Learning course on a Thursday afternoon to support individualised learning programmes. The courses include: hairdressing, horticulture, catering, media, photography, sport and environmental studies

Functional skills are being developed and further training for staff on Literacy and Numeracy has been delivered. A pilot functional numeracy programme has been undertaken with a Year 10 group, the objective was to become familiar with the mathematics involved in redecorating a bedroom. The pilot ran for a six week period and the outcome was very positive with students reporting a real sense of engagement with the tasks and motivation.

4.2. OUTTURN

The predicted outturn figures for the financial YEAR 2010/2011 are shown at Appendix 5.

The school may end up with a surplus of £24,000, or a deficit due to an accountancy anomaly. In order to reduce the deficit, extra money had to be taken from the school's surplus. This meant that some projects, including new fencing and paving, had to be cancelled.

In order to set the Budget, the school needs a surplus, but the shortfall for this year is £210,000.

The school was waiting to hear the exact amount of the additional equalisation funding agreed for special Schools; so they are hoping for £200,000. The budget could then be expanded to include a Learning Difficulties Behaviour Nurse for therapy.

9 SCHOOL IMPROVEMENT PARTNER (SIP) REPORT

This report was pending..

10 SCHOOL PROFILE

This had been completed.

11 DIRECTOR'S REPORT TO GOVERNORS

The Director's Report is now available on the Web, and the Headteacher led Governors through the important items:

Item 2. SCHOOLS WHITE PAPER – THE IMPORTANCE OF TEACHING

This takes governors through the White Paper. Governors attention was drawn to Behaviour – including stop and search.

Item 3. SCHOOL HEALTH – THE CHANGE IN POLICY AND IMPLICATIONS FOR PRACTICE

This is the Schools Health Policy for Governors to look at.

Item 4. CODE OF CONDUCT FOR SCHOOL EMPLOYEES

This is a new Code of Conduct which governors will be sharing with staff.

Item 5. PROBATION POLICY AND PROCEDURE FOR SCHOOL SUPPORT STAFF

This is a policy for non-teaching staff.

Item 6. SCHOOLS AUDIT

The school's audit is not due this year.

Item 7. NEW PROCEDURES AND THE ROLE OF THE CLERK FOLLOWING REDUCTIONS TO THE SCHOOL GOVERNANCE UNIT STAFFING

All reports and minutes of meetings will have to go on the school's website.

Item 13. SCHOOL FUNDING 2011 – 2012 AND THE SCHOOLS FORUM

This gives details of school budgets.

Item 16. HEALTHY WEIGHT, HEALTHY LIVES STRATEGY

There are a number of children who are overweight, and the new school nurse is doing well in dealing with problems. The food is excellent in school, and every child has to eat fruit or vegetables – those children bringing packed lunches are able to get salads. About 60% of pupils are on free school meals.

Governors should note the following items:

Item 1. CHILDREN'S SERVICES ACHIEVEMENTS

Item 8. HEALTHY SCHOOLS TRANSITION PLANNING

Item 9. OCCASIONAL AND TRAINING DAYS 2011/2012

**Item 10. REVISED COMMON ASSESSMENT FRAMEWORK (CAF)
LAUNCH OF CAF KIT**

**Item 11. BUDGET PROPOSALS AFFECTING EMPLOYEES IN SERVICE
AREAS ACROSS THE COUNCIL**

Item. 12. YOUNG CARERS

Item 14. PROPOSALS FOR EALING COUNCIL'S CRB UNIT

Item 15. GUIDANCE FOR MANAGING REDUNDANCIES IN SCHOOLS

Item 17. THE FUTURE OF CHILDREN'S CENTRES IN EALING

Item 18. LONDON GRID FOR LEARNING USO OPEN CHECK

**Item 19. ELECTION OF PARENT GOVERNOR REPRESENTATIVE TO
SERVE ON LOCAL AUTHORITY COMMITTEES DEALING WITH
EDUCATION**

Item 20. PRIMARY GOVERNOR FORUM

**Item 21. COURSES AND EVENTS FOR GOVERNORS – SPRING TERM
2011/12**

Item 22. EALING'S NEW ONLINE CPD WEBSITE

**12 RECORDING AND REPORTING OF RACIST INCIDENTS INVOLVING
PUPILS**

There were no incidents to report.

13 MEETING TO RATIFY THE BUDGET FOR 2001/2011

A date for this meeting would be set at the end of the meeting.

14 OCCASIONAL AND TRAINING DAYS

The major religious festivals will fall in the school holidays or weekends this year. Governors agreed to four training days the first week in September, and a training day on 31st October when only the new intake would attend.

A list of term dates for 2011/2012 was circulated to governors.

15 TRAINING FOR GOVERNORS

Already dealt with. See Director's Report Item 21.

16 REPORT OF GOVERNORS' VISITS

There were no visits to record. All Governors were welcome to visit the school.

17 SCHOOL RESIDENTIAL TRIPS

There were no further trips planned since the last meeting.

18 CORRESPONDENCE TO THE CHAIR OF GOVERNORS

There was no correspondence to report.

19 DATE AND TIME OF NEXT MEETING

The date of the next termly Governing Body meeting was arranged for Thursday 23rd June at 5.30pm. Refreshments would be served from 5.00pm.

The meeting to approve the Budget would be held on Wednesday 27th April at 5.30pm.

The meeting finished at 7.50pm



Mrs P Read
Chair of Governors
School

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Mrs P Taylor
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