



Minutes of the Avenue Junior School

Full Governing Board Virtual Meeting

on Monday 12th July 2021 at 6pm

GOVERNORS PRESENT: Nania Poulson (Chair), Mike Grimble, Debbie Dismore (EHT), Sam Rowbury, Rachel Paley, Mike Hooper (H of S) - Associate Member, Baiba Zivtins, Sian Jones, Farah Rehman and Lisa Crossman.

Clerk: Sheila Lewis-Smith

Action Log

Date / Item	Item	Details	By Whom	When

No	Item
1	Welcome and Apologies / Consent for Absences
	<ul style="list-style-type: none"> • Apologies were received and accepted from Graham Moss, Jo Thompson and Ally Ireson. • NP was Chair. • The meeting was quorate.
2	Declaration of Business/Pecuniary Interests or Conflict of Interest
	2a. Any new declarations 2b. For items on this agenda.
	2a. None declared. 2b. None declared.
3	Minutes of the Meeting held on 26th April 2021.
	To approve the Minutes of the FGB meeting held on 26th April 2021 as a true and accurate record
	Approval of Minutes from 26 th April 2021. Approved by FGB. To be signed off by MG.

4	<p>Review of the Action Log and Matters Arising To review the Action Log and consider any Matters Arising not covered elsewhere on the agenda</p>
	<p>All of the following actions were completed.</p> <p>22/2/21 Action Point 3: Margaret Bird's initials need replacing with AI in the Matrix.</p> <p>26/4/21 Action Point 1: Anti-Racism Policy. Clerk to add to FGB agenda 12th July 2021.</p> <p> Action Point 2: Clerk to add Equalities Objectives to the TLPW Committee agenda for 21/6/21.</p> <p> Action Point 3: Monitoring reports to be added to the agendas for the next committee meetings.</p> <p> Action Point 4: DD to send SJ link to the VNET Headteacher Performance Management training.</p> <p> Action Point 5: DD to advise AI where to find SEND Action Plan on Governor Hub.</p>
5	<p>Headteacher's Report • To discuss the report and raise any issues or questions.</p>
	<p>Headteacher's Report Q: What data is available for governors? A: Raw data will be added to Governor Hub later today.</p> <p>Q: What transition is planned? A: Teachers are visiting RRIS to meet the children coming up into Year 3. The DfE and the LA guidance advised against face-to-face meetings. The picture with secondary schools is variable and some have been cancelled. In school, there is limited mixing in the hall to avoid mixing bubbles.</p> <p><i>6.10 p.m. DD entered the meeting.</i></p> <p>Governors commented that the attendance data was useful being split out. A few families are skewing the figures.</p> <p>Q: Where are we against national or regional figures for attendance? A: The reporting of attendance is not statutory although the school has been sending in data. There are a number of data sets requested by the LA and DfE, including weekly reports regarding children with social workers. DD advised that the figure would probably be above national figures, as a few families lower the figure. Some of the data is masking situations such as children who have not been able to return to UK due to covid restrictions. The Attendance Team are fully aware of the situation.</p> <p>Q: Behaviour – are there themes coming up and how can you tackle this differently? A: The school has successfully secured a grant of £10K from the Norwich Opportunity Area. The project is to offer a different provision for AJS children. It would involve 2 or 3 sessions a week, providing individual or small group timetables, mainly working outside or on computers. The objective of the provision is to reduce the risk of exclusions and to get children re-engaged with learning. This would reduce disruption in class and reduce the negative view of these children by other children. The plan is to train staff over the next half term and start one group after half term; this would be increased to two groups by January.</p>

The school is taking advice from other schools who offer this type of provision. It is very difficult to get children into the Specialist Resource Bases (SRBs).

Q: What is the exclusion rate compared to previous years?

A: There have been more over the last two terms but a couple of children account for more than one exclusion. The school is paying for off-site provision for some very challenging pupils.

MH said that on occasion, a short sharp exclusion early in the year led to improved behaviour for some children. There are more challenging children in Year 3 and Year 6. The last permanent exclusion was two years ago.

Q: Is the provision just for AJS pupils and is it sustainable after the first year?

A: It is just for AJS pupils. The initial funding is for training and release. The school already has the skilled staff to run this provision. It is a tough job supporting a child one-to-one and this will benefit the staff and children. The provision will be tailored, and the children will learn to integrate better than a constant one-to-one model

Data Update

The data reports had recently been created and uploaded to Governor Hub but due to time pressures, governors had not had an opportunity to analyse the data. MH took governors through the key headlines.

Year 3 Maths: Only have a snapshot of where they are now and no comparison data from last year. 12% that were below have moved up a bracket.

Year 3 Writing: Given lockdowns, the first assessment had been at the end of the autumn term, so this only reflected, in effect, one term's work. There is a positive shift in the right direction but has clearly been impacted by the pandemic.

Year 3 had missed significant parts of their Year 2 education. BZ said that they were about half a term behind and was encouraged by the improvements they had made. Teachers are using a "secure fit" and not a "best fit" judgments, so assessments are rigorous and accurate. Those children judged to be just below were well on track to get to expected. The aim is to build up strong progress.

NP said that the picture of writing was not unique to AJS but had been seen across the county.

Q: Are the more able getting the challenge they need?

A: The data reflects this but even the able children were affected by the lockdowns. Work is being done on oracy that will feed into writing.

Year 4 Reading: This cohort were shifting the data upwards; this could be due to smaller groups during lockdowns.

Year 4 Writing: In Year 2, 66% were at expected. In 2019, 32% were at expected. Now 47% at expected.

Year 4 Maths: Not so strong as reading and writing. 66% at expected with some catch-up needed for children in bottom red band.

Year 5 Reading: 75% at expected in Year 2. Now at 94% at expected but MH urged caution as he felt they had performed well on the day. It still needs to be moderated but it would seem progress in year 5 has been good.

	<p><u>Year 5 Writing:</u> 66% at expected in Year 2. Now the results look weaker and strong writing interventions will be needed to take them into Year 6.</p> <p><u>Year 5 Maths:</u> This is a positive picture. 92% at expected, which correlates with previous years. On-line catch-up interventions had targeted 6 pupils who were below; all achieved expected taking the data from 41% to 60% at expected.</p> <p><u>Year 6;</u> Measured in a different test, not standardised scores.</p> <p><u>Reading:</u> Year 2 results were 46% greater depth and 34% at expected. Overall now 74% or above. The cohort had not any preparation for the SATs and therefore could not be compared. A number of children in the red band nearly achieved and would have done in other years.</p> <p><u>Year 6 Writing:</u> 77% at Year 2. 66% at expected. 16% are below but given another term, they are probably not so behind.</p> <p><u>Year 6 Maths:</u> 75% in Year 3. 34% are below but many are near the expected mark.</p> <p><u>Pupil Premium data.</u> Governors noted that some of the Year 6 cohort included pupils featured in the exclusion and attendance data. Reading and Maths interventions were more successful than writing.</p> <p>Q: Is there any national data for PP pupils? A: No, there has been no national data collection for 2 years.</p> <p>NP thanked MH for the information, prepared at short notice. It was good to see progress and that children had not slipped too far behind. Given the lockdowns, this showed the efficacy of the teaching in the time they had.</p> <p>Q: Will future tests be done at the end of a term? A: This has not been discussed. With Year 3, it is useful to do an earlier assessment. We now know the gaps for next term's Years 4, 5, and 6. Our focus has been on teaching and not testing. First Quality teaching is the most important and has the best effect.</p> <p>Q: Is it right that 115 children were in the catch-up for writing? A: MH will check but this number could include various catch-up programmes such as spelling and longer writing.</p> <p>Q: Have you identified pupils at risk of under-performing? A: Yes, the school has detailed data and can identify all pupils and we are able to drill down to see individual needs.</p>
6	<p>Reports from Committees To receive verbal reports from the Chairs of Committees and approve the Minutes as follows:</p> <ul style="list-style-type: none"> Resources Committee 5th July 2021 Key issues discussed was the budget, which is running a surplus but has less in Year 3 due to predicted pupil numbers being lower. Money has been taken forward from last year. It has not been possible to get information from the LA regarding catchment numbers for the next ten years. There is an indication from RRIS that classes are due to be full in Reception from September, which will feed through. The Budget Revision was discussed and approved. Sports Premium – money has been

	<p>carried forward. Benchmarking, staffing update, Health & Safety and premises were all discussed. DD advised that the office refurbishment starts next week. The development of the gallery space is on hold due to increasing costs. During a recent inspection by DD, several areas of the school were identified as needing some attention.</p> <p>Q: Did all the Pupil Premium money get spent?</p> <p>A: Some was carried forward but most of this will cover staff salaries. The provision outlined in Item 5 will support mostly PP pupils, so the funding will help retain the staff.</p> <p>Q: Money was moved from revenue to capital last year; can this be moved back if the gallery project is not going ahead?</p> <p>A: It will be allocated to other projects identified around the school. Governors suggested that the federation might allow spaces to be used ore strategically across the schools, such as the Forest School area. Schools Plus is taking over the management of the Sports Centre and this should generate income from lettings. Thanks were given to MG, JT and DD for persevering with finding a third party to run the Sports Centre. Bob Holderness, Chair of the Sports Centre Management Committee was also thanked.</p> <ul style="list-style-type: none"> • Approval of Minutes for Resources Committee 5th July 2021. The minutes of the Resources Committee 5th July 2021 were approved as a true and accurate record. • TLPW Committee 21st June 2021 The focus of the meeting had been a presentation by Inclusion Lead, Jake Rose-Brown. The objectives were ambitious and reflected the values of the school. CDP is on-going. English monitoring by RP had shown English was not so far behind as had been anticipated. SJ thanked all committee members for their excellent contributions and felt it had been a strong committee. NP thanked SJ for chairing the committee. • Approval of Minutes for TLP Committee 21st June 2021. The minutes of the TLP Committee 21st June 2021 were approved as a true and accurate record.
7	<p>To review and approve the following policies:</p> <ul style="list-style-type: none"> • Accessibility Plan (From Resources Committee) Given for information, as previously approved. • Anti-Racism Policy (Action from previous FGB meeting) Proposed by NP, seconded by BZ. Approved by all. • Equalities Policy (From TLP Committee) Proposed by NP seconded by SJ. Approved by all. • Equalities Objectives (From TLP Committee) Proposed by NP seconded by SJ. Approved by all.
8	<p>Governor Monitoring</p> <ul style="list-style-type: none"> • To receive reports and actions from any monitoring
	<p>MG had met with MH regarding Safeguarding. Report to be uploaded.</p>
9	<p>Governor Training</p> <ul style="list-style-type: none"> • To receive feedback on any Governor training since the last meeting

	<p>FH = Safeguarding Children in Education Governor and Trustee Induction Understanding Data</p> <p>MG = View My Financial Insights DfE NGA Seminar – Overseeing Resources</p> <p>VNET Circle Model of Governance attended by SL-S, MG, NP, SJ and RP. Anyone else??</p> <p>DD advised that she would be attending LA Keeping Children Safe in Education training this week.</p> <p>DD confirmed that governors on the new federation board would be invited to a Safeguarding Update session in September. The Safeguarding Report was to be checked for inclusion of Governor training information.</p>
10	<p>Final Comments.</p> <p>10.1 Dissolution of the Governing Body of Avenue Junior School.</p> <p>i) NP advised that Governor Hub pages for AJS would be archived and that a new page would be set up for the federation.</p> <p>ii) The clerk advised that the board should approve a statement, in order to close down and handover the governance of the school to the Heigham Community Federation from 1st September 2021. The board therefore approved the following:</p> <p>“That all land and property which, immediately before the federation date, was held by the governing body of a federating school transfers to, and by virtue of these Regulations vests in, the governing body of the federation; and all rights and liabilities subsisting immediately before the federation date which were acquired or incurred by the governing body of a federating school are transferred to the governing body of the federation.”</p> <p>NP thanked all governors for their care, commitment and time given to the Governing Board. MG said that it had been effective board to work with, demonstrating excellent challenge and support.</p> <p>10.2 Final celebration of the outgoing Governing Board Tuesday 20th July 2021 to be held at a private venue to be advised.</p>

Meeting closed at 19:35

Signed as a true and accurate record.		Date
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