



**MINUTES OF A MEETING OF THE LOCAL GOVERNING BOARD OF  
NETHER ALDERLEY PRIMARY SCHOOL HELD AT THE SCHOOL ON  
27<sup>TH</sup> JUNE 2019**

**Members Present:** Andy Brady  
Sue Cleary  
Richard Craven      Headteacher  
Christian Gilham  
Sophie Harrison-Moody  
Rachel McAlonan  
Claire Moores

**Also in attendance:** Ian Gatie                      Clerk to the Governors

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**PART ONE – NON-CONFIDENTIAL BUSINESS**

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*Sophie Harrison-Moody took the meeting*

**1. ANY OTHER BUSINESS**

The following item was submitted for consideration: Parental survey.

**2. ABSENCE**

- 2.1. Apologies for absence were received from John Brooks, Rachel Carney, Jon Hale and Nina Mowforth
- 2.2. Governors approved the apologies from John Brooks, Rachel Carney, Jon Hale, Peter Rubery and Nina Mowforth

**3. PECUNIARY/CONFLICT OF INTEREST**

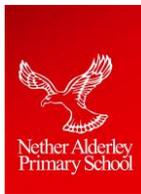
- 3.1. No declaration was made by a governor of a conflict or pecuniary interest between an individual and the governing board as a whole, in connection with the business to be discussed at the meeting.

**4. MEMBERSHIP**

- 4.1. There have been no changes in the membership of the governing board since the last meeting.
- 4.2. The governing board has the following vacancies:  
Two co-opted governors.

It was reported that a new governor has been recruited. Ceri Taylor will attend the autumn term meeting for formal appointment as a co-opted governor by the board. The headteacher reported that he had met with Ceri, who has finance experience.

It was agreed that the remaining co-opted vacancy should be filled by a person from the wider community. The headteacher will make



enquiries with the parish council.

**ACTION:** Headteacher to follow up.

It was noted that Andy Brady will resign his role as staff governor when he leaves the school at the end of term.

**ACTION:** Headteacher to arrange staff governor election process for the autumn term.

## 5. PART ONE MINUTES

5.1. The part one minutes of the meeting held on 7<sup>th</sup> March 2019 were confirmed as a correct record and signed by the Chair.

5.2. The following matters arising from the minutes were considered.

7.4 The headteacher reported that there had been no admissions appeals and so there was no need to convene an extra-ordinary meeting.

8.1 The issue of a broader-based music festival is covered in AOB later in the meeting.

## 6. CHAIR'S ACTION

It was noted that there have not been any decisions taken on behalf of the governing board since the last full governing board meeting.

## 7. LEADERSHIP AND MANAGEMENT

7.1. The CEO's report to the Trust contained the following.

- Trust growth strategy
- Inspection success
- Governor and staff training events
- Trust's CPD offer for 2019-20
- Schools' wider success
- SATs GCSE/A Level season
- Goodbye to Polly and Andy

7.2. The termly leadership report from the headteacher contained the following

- **Pupil numbers**
  - Number on roll
  - Admissions in September
  - Y6 transfers to secondary schools
  - Class organisation in 2019-20
- **Attendance**
  - Attendance (current and trend)
  - Persistent absence
- **Complaints**
  - None



- **Curricular reviews**
  - None
- **Exclusions**
  - None
- **Finance**
  - Current year summary
  - Forecast outturn for 2019-20
- **Partnership Work**
  - MAT membership update
  - Improvements to support packages
  - Management organisation
  - Moderation in all year groups
- **Wilmslow Education Partnership**
  - Sports events
  - Headteacher cluster meetings
  - Enrichment activities
  - Status of schools in partnership
- **School visits and visitors**
- **Pupil Outcomes – trend and current year**
  - EYFS
  - Phonics
  - End of KS1
  - End of KS2 (based on teacher assessment for 2019)

7.3. The following issues arising from the headteacher's report were discussed:

- Attendance has not changed much in recent years.  
**Question:** How did parents respond to the attendance 'traffic lights' detail in the newsletter?

**Response:** The majority of parents welcomed the information.

The headteacher reported that term-time absence has had an impact in one class.

**Question:** Have any parents been fined?

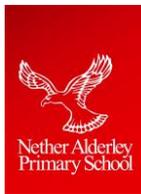
**Response:** No, none of the parents were within the guidelines issued by the Authority.

**Question:** Is there a code for parents?

**Response:** There is a home-school agreement.

**ACTION:** Headteacher to check the wording of the learning agreement to include a statement about holidays.

Governors felt that it would be appropriate to renew the push to improve attendance in the autumn term. It was agreed that a rewards-based attitude may have a better impact than a penalty system. A suggestion was made to highlight the 'best attendees' in the newsletter. A governor commented that the last Ofsted report had commented about attendance and that maybe this could be re-iterated to parents as well as explaining the impact on pupils of missing five days of learning.



**ACTION:** Headteacher to draft a document on attendance aimed at parents and circulate to governors for input.

The headteacher commented on the data outcomes for each pupil group.

EYFS – The GLD (good level of development) continued the upward trend to 73%.

End of KS1 – improvement across all subjects.

End of KS2 – the figures were based upon teacher assessment as the SATs results are published on 9<sup>th</sup> July. There has been a good improvement in writing.

The headteacher commented on progress, indicating that only one pupil had made below the expected level of progress, whilst several made greater progress than 'expected'. The cohort does not have many pupils achieving the higher standards across all subjects.

- 7.4. The minutes of the finance and premises committee held on 17.06.19 were received and approved.

The chair of the committee reported that a benchmarking review had only indicated an adverse comparison for energy usage and property costs and that this is to be followed up.

The committee had considered the three-year budget plan. Whilst there will be a small in-year deficit for 2018-19, there will be a surplus in 2019-20. The school is running a "tight ship". Some investigations are underway looking at catering and education visits costs. The committee is anticipating that the 'top slice' taken by the Trust, to cover central services, should reduce, making the budget situation stronger.

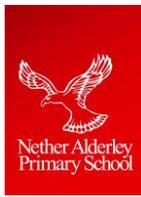
Building maintenance has been considered. There are no emergency funds required and the Trust has a capital fund set aside for each school.

The PTA funding was reviewed and a discussion on projects for fund raising for the Friends of Nether Alderley. It was reported that there had been a limited response to the leaflet. Governors believe that a 'focus' project would generate more interest, e.g. IT purchases.

A governor reported on a charitable crowd funding opportunity through the Rocket Fund. If a school raises a target level of funding, the charity will match fund. Rachel Carney will follow this up.

- 7.5. The budget summary for 2019-20 was circulated and **approved**.

- 7.6. The chair of the staffing committee gave a verbal summary of the committee meeting.



A deputy headteacher has been recruited to start in September. Governors expressed their thanks and best wishes to Andy Brady for his legacy at the school and the impact he has had on individual pupils.

Admin support has been recruited for the office.

TAs for SEN support have been recruited for a pupil in September.

- 7.7. The staffing structure for 2019-20 was circulated and **approved**.
- 7.8. The make-up of the working party to consider the future of the capacity of the school was agreed as Christian Gilham, Claire Moores and Nina Mowforth.

The headteacher reported on a recent meeting with the Authority to relocate and increase the size of Nether Alderley Primary. A draft letter, to local schools, advising of the proposal and asking for initial views was given to governors. The headteacher reported that currently only 29 pupils live within the 'catchment' area for the school. He indicated that subject to approval, the increase in the PAN (pupil admission number) would be phased so as to minimise the potential impact on neighbouring schools. A consultation with parents will follow the feedback form local schools.

**ACTION:** Headteacher to circulate the presentation by Alderley Park.

- 7.9. There were no recommendations requiring approval of the governing board.
- 7.10. There was nothing to report on governor training.

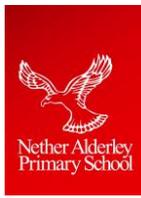
## **8. QUALITY OF TEACHING AND LEARNING**

- 8.1. The minutes of the curriculum committee held on 25.06.19 were received and approved.

The committee had reviewed the SIP (school improvement partner) reports and considered their effectiveness. The headteacher reported that the visits do help, but they do involve work for staff.

**Question:** Can the number of visits be reduced?

**Response:** This will have to be negotiated. As a maintained school, Nether Alderley was able to purchase independent SIP services. These were challenging but worth the effort. Since joining the Trust, the school has to use the SIP recruited for all the primary schools in the Trust. Initially the primary schools had autonomy, but there was a sense that a prescription of activities and processes was becoming evident. Governors agreed that the school should challenge any imposition of activities if little benefit to the school could be seen. They would prefer to see a consistent theme for the year's visits, rather than a switch of focus every half term and for the frequency to be reduced.



- 8.2. The report from the SIP (School Improvement Partner) for the spring term was circulated.
- 8.3. The targets for KS2 SATs for the current Y5 pupils were discussed. The headteacher explained how the overall targets were based on the performances of individual pupils and how they had progressed from EYFS, through KS1 to the current level in Y5. The headteacher commented that the cohort had changed very little since Reception.

The targets were agreed as follows.

|         | Expected<br>Target | Higher<br>standard<br>Target |
|---------|--------------------|------------------------------|
| Reading | 93%                | 33%                          |
| Writing | 80%                | 27%                          |
| Maths   | 93%                | 40%                          |

8.4. **PERSONAL DEVELOPMENT, BEHAVIOUR AND WELFARE**

The headteacher provided an update on the Social Emotional and Mental Health action plan. All training and interventions have been completed. Of the procedures, only the Safety Squad and the ACSEED audit have not yet been set up.

- 8.5. The headteacher reported on safeguarding, indicating that an early help case has been set up for a family, with meetings held at the school. As the deputy headteacher is leaving the school the headteacher has been trained to act as safeguarding lead. A deputy for safeguarding will be trained next term.

The headteacher reported that the section 175 audit has been completed and sent to the Authority.

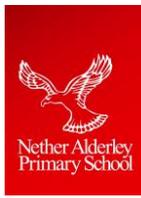
- 8.6. The headteacher reported that there were no incidents or exclusions.

9. **DIRECTOR'S REPORT**

- 9.1. The report by the Director of Children's Services for the summer term contained the following items.

- Governance update
- Annual education report: performance 2018-19
- Free advertising for teaching vacancies
- Cheshire East 'Free School Meals and Pupil Premium' campaign
- School apprenticeship levy update
- School organisation and capital
- Early help assessments update

- 9.2. The clerk had previously circulated a summary of the relevant items contained in the report. He highlighted the item on the Ofsted inspection framework. The document has now been published and it includes a description of the judgement for leadership and



management, with particular reference to governors.

**ACTION:** Headteacher to circulate the new framework to governors.

**10. SCHOOL POLICIES**

The Special Educational Needs and Disability Policy was **approved**.

**11. SCHOOL TERM DATES**

11.1. The term dates for 2020-21 will be reviewed in the autumn term to reconcile with the Fallibroome dates.

**ACTION:** Clerk to include in the autumn term agenda.

**12. COMPLAINTS**

12.1. It was noted that there have been no formal complaints.

**13. ANY OTHER BUSINESS**

The headteacher reported that he will be issuing a parental survey before the end of term. This time he will be asking questions about the wider issues of school life, rather than the usual ones. The list will include, school trips, school clubs, PTA events, the Wilmslow music festival. Governor suggestions included, homework, school lunches and the quality/frequency of school communications with parents.

**14. CLERKING ARRANGEMENTS**

14.1. Charlotte Quigley was appointed as clerk for the next academic year.

**15. MEETINGS**

The dates and times for the full governing board meetings for 2019-20 are agreed.

Autumn term: Thursday 14<sup>th</sup> November 2019 at 6:30pm

Spring term: Thursday 5<sup>th</sup> March 2020 at 6:30pm

Summer term: Thursday 9<sup>th</sup> July 2020 at 6:30pm

----- Chair

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