







## ALEXANDRA SCHOOL

Minute	Action / Decision
<p><b>8.1 Sex Education Policy</b> It was agreed that Jigsaw would be adopted as the Sex Education Policy.</p> <p><b>8.2 Teacher's Pay Policy</b> JC said that he had reviewed it and there was a discussion regarding to whom the 2% pay increase should be awarded. Governors approved a 2% pay award to all MPS but felt that it should be extended to all staff at the school. <b>ACTION: RC and NS to investigate the implication of awarding a 2% pay increase among all staff and to check with RBK HR.</b></p> <p>Global Data Protection was also mentioned as an implication of pay and HR discussions. JC outlined some of the implications of GDP and said that Liz Annersly would attend a training course to understand the implications of the new statutory requirements.</p> <p><b>8.3 Governing Body Code of Practice</b> The Governing Body Code of Practice was approved subject to the addition of an actions box on visit report form. The Chair stressed the importance of school visits and producing a report on them (completing a visits form). RC added that governor visits were embraced by staff and encouraged governors to approach the school to arrange visits and interrogate lines of enquiry.</p> <p>Chair encouraged governors to produce a brief report on their visit(s) and highlighted the existence of the report back form.</p> <p><b>ACTION: Clerk to remind governors to attach visit forms when sending updated actions list (ongoing) and LG to add an actions box to the visits form.</b></p> <p><b>The meeting adjourned for lunch at 12.15pm</b></p>	<p><b>Agreed</b></p> <p><b>Approved</b></p> <p><b>RC/NS</b></p> <p><b>Approved</b></p> <p><b>Clerk / LG</b></p>
<p><b>The meeting resumed at 12.55pm</b></p> <p><b>9.1 Head Teacher's Report</b> RC clarified the performance data including national standards, the meaning of greater depth and where the data referred to Alexandra vs. its own targets and Alexandra vs. national and Kingston borough.</p> <p>PS joined the meeting at 1.00pm</p> <p>The following questions were asked of the previously circulated Head Teacher's report:</p> <p><b>Will the school be full on census day?</b> RC/PS said they anticipated that it would be.</p> <p>NM joined the meeting at 1.10pm</p> <p><b>Where are the children who will fill the vacancies come from?</b> RC said 100 children had moved into borough over school holidays and added a large majority had no English and were new to education – the Chair said that governors should be mindful of this when analysing performance data.</p> <p><b>How does the matching process work?</b> The Chair said it relied on parental preference and school's admissions policies.</p> <p><b>Who determines the number of spaces?</b> RC it used to be 30 per class but because of ESTA it had risen to 31.</p> <p><b>How do you feel as a management team about non-English speaking children?</b> RC said the school had a good record of progressing children with no English as long as they did not have a barrier to learning and added that sometimes barriers were not always easily identified with children with no English. RC said the main challenge was children who have behavioural difficulties. PS added that school conducts welcome interviews for new children to ensure they are placed in a suitable class. PS added that behavioural problems among some of the new children,</p>	

## ALEXANDRA SCHOOL

Minute	Action / Decision
<p>were concerning as it had meant classes were stressed and, in one case, an extra member of staff had to be employed to accommodate one such child.</p> <p><b>Can the school refuse a child?</b> RC said that the school was full as regards ESTA children.</p> <p><b>Have you seen a greater identification of children with special needs?</b> PS said yes identification and an increase of children with ADHD and autism.</p> <p><b>Do you think you have the right strategy in place to deal with these issues, could there be a more holistic approach?</b> PS said every child is an individual and the school had enrichment afternoons for such children. RC added the school conducts a lot of intervention work and pre-teaching such as learning English and were constantly evolving their strategy. RC reminded governors that there is no additional funding for children who don't speak English. RC said the main issue was disruption that happened rarely but when it did, intervention was needed.</p> <p><b>Does the school track profit from, and what is the philosophy behind, charges for after school clubs?</b> RC said that there was a combination of school-run and external clubs all of which made money.</p> <p><b>ACTION: RC said she would clarify whether the figures represented just the rental income</b></p> <p><b>How many places are there for the after school club?</b> HT said it was infinite.</p> <p><b>What is the sentiment about retaining the existing school logo?</b> There was a discussion about whether the school logo should change and it was agreed that it should be retained as it still reflected the school. RC said she would consider Y5 and Y6 pupils wearing a shirt and tie to differentiate.</p> <p>RC distributed the Outcomes 2017 data summary and outlined the key characteristics of the school including proportion of EAL, SEN, stability etc so that governors could put outcomes into context. RC explained that governors should compare Alexandra to similar schools rather than neighbouring schools. RC said that EYFS was very positive but warned that it would probably not be as successful next year and that KS1 outcomes were significantly better than last year. RC concluded that the priority for upcoming year was to improve pedagogy for children for greater depth learning.</p> <p><b>9.2 SIP Report</b> The Chair encouraged governors to read the report and said that a new SIP had started this term.</p> <p>RC said she would meet with the SIP on 29.11.17 at 1pm. LG and LR said they would attend the meeting and report back at the next FGB (29.11.17)</p> <p><b>ACTION: LG and LR to report back on SIP meeting at FGB (29.11.17)</b></p> <p><b>The meeting adjourned for governor activities at 13.35 pm</b></p>	<p><b>RC</b></p> <p><b>Agreed</b></p> <p><b>LG/LR</b></p>
<p><b>The meeting resumed at 2.35pm</b></p> <p><b>10. School Development Plan</b> RC said she would continue to write the SDP, incorporating governor input and would circulate it in advance of next FGB (29.11.17). RC said that the SDP would reflect the next three years of the school's strategy. LR said, given her experience of writing SDPs, she would assist in the writing and formatting of the report. The Chair added that the SDP should reflect the school's strategy linked to the school budget.</p> <p><b>ACTIONS: RC to circulate SDP before 29.11.17</b> <b>All to report back on the school's strapline: <i>Together we nurture the genius in everyone</i></b></p>	<p><b>RC</b> <b>All</b></p>
<p><b>11. Priorities and Plans for the Year</b> The Chair said that the plan and priorities were still valid.</p> <p><b>ACTION: LG to send Priorities and Plans to Clerk for publication on the portal</b></p>	<p><b>LG/Clerk</b></p>

## ALEXANDRA SCHOOL

Minute	Action / Decision
<p><b>12. Keeping Children Safe in Education</b>                      All governors signed the DfE's guidance on Keeping Children Safe in Education indicating that they had read and understood their responsibilities.  <b>ACTION: Clerk to scan and upload document to portal</b></p>	<b>Clerk</b>
<p><b>13. Topics for @Alex</b></p> <ul style="list-style-type: none"> <li>• Governors had worked on SDP that would focus on diversity and inclusiveness.</li> <li>• Discussed staff recognition and how to reward them.</li> <li>• Conducted a tour of the school and observed classes.</li> </ul>	
<p><b>14. Visits</b>                      RC circulated a document on Ofsted's key questions and said that governors should incorporate these within their school visits.</p>	
<p><b>15. Determine confidential items</b>                      none</p>	
<p><b>16. Date and time of next meeting</b>                      Wednesday 29 November 2017: 7pm-9pm at Alexandra School</p>	

**The meeting ended at 2.50pm**