



**MINUTES OF GRANGEWOOD SCHOOL LOCAL GOVERNING BODY (LGB)
EDUCATIONAL FORUM**

Held at Grangewood School
on Monday 25th April 2016 8:00 p.m. to 10:05 p.m.

Present:

John Marr	JM	Governor	Chair and representative on Finance committee
Karen Clark	KC	Governor	Head of Grangewood School (HoS)
Sue Cherrington	SC	Governor	Parent
Trupti Parekh	TP	Governor	Diversity
Judith Hemery	JH	Governor	Grangewood representative on Board of Directors (BoD)
Becky Haggart	BH	Governor	Resources
Michelle Antoniadis	MA	Governor	Parent
Roger Giles	RG	Governor	Asset Management Committee
John Ayres	JA	Principal	(to 8:45 p.m.)
Carey Philpott	CP	Clerk	

The meeting was declared quorate.

Item	Discussions and Decisions	Action
37/2015-16	<p>Welcome and apologies</p> <p>a) JM welcomed everybody to the Educational Forum meeting.</p> <p>b) Apologies had been received from Janine Marlow, which the governors accepted.</p>	<p>Apologies Accepted.</p>
38/2015-16	<p>Governing body approval of the minutes of the last Business meeting dated 14th March 2016</p> <p>a) The minutes of the Business Forum had been circulated. They were AGREED and signed, each page initialled by the Chair.</p> <p>b) Matters arising from previous minutes:</p>	<p>Previous Business Minutes AGREED.</p>

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	<ul style="list-style-type: none"> i. KC still needs to circulate the emergency evacuation procedure to governors and invite comments. ii. JM and KC have discussed the wellbeing survey carried out in 2008. It will be an interesting exercise to repeat the survey now and compare it with the previous one. KC will incorporate the new survey with her work on Investors in People. 	<p>KC to circulate emergency evacuation procedure.</p>
39/2015-16	<p>Any Items for AOB or confidential</p> <ul style="list-style-type: none"> a) Pentland Field Introduction to Governance session b) Time of day for holding meetings 	
40/2015-16	<p>Principal's Update</p> <p>JA spoke about:</p> <ul style="list-style-type: none"> i. Two free school bids, a secondary school on the Grangewood site and a primary school in the south of the borough and ii. Succession planning. <p>A summary of his update is included with these minutes.</p> <p>Governor questions included:</p> <ul style="list-style-type: none"> a) Will the free school bids be funded by the government? JA replied yes, free schools are all government funded, although there is no guarantee the bids will be successful. Another option would have been a Condition Improvement Fund (CIF) for academies paid by The Education Funding Agency (EFA). The core priority for CIF is condition and there are other schools in worse condition than Grangewood, so this route is unlikely to be successful. b) If successful, will the new free schools would increase the number of pupils at Grangewood? JA replied the opposite. The aim is 60 pupils at Grangewood and 60 at the new secondary school on the Grangewood site. c) What will the schools be called? JA responded that Grangewood's name will not change and the new secondary school on the site will be a separate school with a new name. d) Is Eden is the only special academy bidding as the number of residents in the borough is increasing and so it is necessary to increase school capacity in mainstream schools? JA replied Eden is the only special academy. 	

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	<p>e) Will the current building be used? JA replied that the cheapest option is to demolish the current building and build two new schools. Governors asked how this could be co-ordinated with continuing education. JA replied that this is the biggest question. A discussion arose as to which primary school should be built first. JA said that currently feasibility studies are being carried out by Archers, who have experience in this field. Governors asked if the LGB and other stakeholders could have input to Archers. JA said yes.</p> <p>f) Will the Academy cater for 19+ pupils? JA replied that funding is not available for schools, so Eden is associating with other providers. From September, the post 16 Orchard Hill college will occupy two Pentland Field classrooms for one year. All Moorcroft leavers have been offered a place.</p> <p>JA left 8:45 p.m.</p>	<p>LGB and other stakeholders to have input into feasibility studies.</p>
41/2015-16	<p>Presentation of mid-year results and conclusions</p> <p>KC presented a detailed report on the results and her presentation is attached to these minutes. The following questions were asked by governors:</p> <p>a) A governor asked why there is a difference in P scale assessments between English and Maths (78% on track to exceed medium or upper quartile in English, 66% Maths). KC explained that last year English was behind. In the last year the school has introduced a new English scheme of work and therapists have worked closely with the teachers. Maths will become a focus in the September scheme of work. The two parent governors felt that as communication is so important for their children, English is a higher priority than Maths.</p> <p>b) P levels highlight those individual pupils who are identified for action plans. A governor asked if parents are advised if their child is on the list. KC replied they are, and also are asked permission if specialists are alerted, where relevant, such as Education Psychologists or Occupational Therapists.</p> <p>c) KC's report highlighted that 6% of Targeted Learning Outcomes (TLOs) were inadequate. A governor enquired whether this includes those children whose health is very poor? KC replied it includes all children, including those in poor health and those absent.</p> <p>d) A governor asked why there has been a positive change from the</p>	

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	<p>beginning of the academic year in terms of teaching and learning. KC replied that a large effort has been put into new teachers training, which is now more robust. One new teacher who was struggling in September left at Christmas. Her replacement is good. Governors congratulated all staff and asked KC to say thank you on behalf of the governors.</p>	
42/2015-16	<p>Head of School report including OFSTED criteria</p> <p>KC had written a HoS report, which had been circulated.</p> <p>a) In the past, assessments involved a large amount of manual input from teachers. All Eden schools have recently purchased Classroom Monitor, an app and website, which saves inputting of data and captures learning as it happens. It is an online service and synchronises with SIMS. In addition, it is very useful for providing evidence, easy for teachers to use, is helpful for the senior management team and shares information with parents. It will be accessible for parents, who will be given their own passwords. A governor asked if targets at Grangewood are passed on to secondary schools. KC replied they are. The secondary school should aim to build on skills. Another governor commented that Classroom Monitor will be especially useful for transition and moving from class to class. KC was asked if it is user friendly. She replied, it is in its infancy, data has not been loaded up yet and staff need to be trained. A governor enquired whether it is secure in terms of data protection. KC replied it is.</p> <p>b) In light of Alexandra's recent Ofsted inspection, KC was asked what Ofsted is looking for. She replied that as much information as possible should be included on the website and Ofsted is also looking at Safeguarding. The HMI Inspector was keen to see approximately 70% of LGB attention on teaching and learning, 30% on resources.</p>	
43/2015-16	<p>Y6 Moorcroft Class report</p> <p>a) JM asked how happy parents are with a Grangewood class at Moorcroft. KC replied that the current year 6 parents are happy. They all live south of the borough, so journeys are shorter. A governor enquired whether indications are that the class is working. KC replied that it is successful, although she has been looking at what does not work so well. Staff have felt slightly isolated, but are now being included in Moorcroft project groups. KC is trying to arrange Facetime meetings.</p> <p>b) One governor is still concerned that the Grangewood site is not a school for those aged four to eleven. Other governors countered</p>	

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	that the problem is the number of children needing provision.	
44/2015-16	<p>Agenda for next Governors visit to school</p> <p>JM proposed that as part of the way to move away from the 8 p.m. meeting start time, and to improve work life balance, three formal LGB meetings a year should follow a school visit. It would also make it easier to recruit staff governors. This would mean:</p> <p>a) Three daytime meetings in an academic year: in the morning governors would be visit the school, and a formal meeting would take place 12:00 to 14:00. If governors were not able to attend during the daytime, they could join via a conference meeting, if possible with video. KC will look into the technology available at Grangewood for Conference calls. After a discussion, governors agreed and the preferred day of the week was Mondays.</p> <p>b) Three evening meetings in a year, to start 8 p.m.</p> <p>CP was asked to prepare proposed dates for next year. (These are shown at the end of these minutes).</p>	<p>KC to investigate conference call.</p> <p>CP to produce proposed dates for next year.</p>
45/2015-16	<p>Governors updates</p> <p>a) TP, Diversity governor, reported that she has been working with Hilary McDermott (HM), on English as an Additional Language (EAL). She attended a coffee afternoon at Moorcroft, where the parents had a translator. Many parents wished to become more engaged with the schools. HM had asked TP to investigate community courses, which she has done, and reported back to HM. KC added that the Tamil group has re-started. Some ethnic groups prefer 1:1, some prefer to work in groups. A governor enquired what the largest group is. KC replied, Urdu, followed by Tamil. For as many as 62% of families at Grangewood, English is not their first language.</p> <p>b) SC questioned whether there is an easy way for parents to contact other parents. JM will explore parent communication with KC.</p> <p>c) RG updated governors on water testing. The school is terminating its contract with the current water specialist. The Moorcroft contractor is being used, and they found two further dead legs. Water is being regularly monitored.</p> <p>d) The 2016 capital bids were unsuccessful.</p>	<p>JM and KC to explore parent communication.</p>

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46/2015-16	<p>Any Other Business / Confidential</p> <p>a) Pentland Field Introduction to Governance session: Pentland Field governors would like to run an Academy training session. They had asked CP to find out if governors from other schools are interested. Grangewood governors would like to find out more.</p> <p>b) Time of day for holding meetings: Please see item 44/2015-16.</p>	<p>CP to circulate details of the day when they are available.</p>
47/2015-16	<p>Confirmation of dates of future meetings to start at 8 p.m.:</p> <ul style="list-style-type: none"> • Mon. 20th June 2016 <p><i>Proposed dates for next Academic year:</i></p> <ul style="list-style-type: none"> • <i>Mon. 3rd October 2016 12 noon (Education)</i> • <i>Mon. 5th December 2016 8 p.m. (Business)</i> • <i>Mon. 23rd January 2017 12 noon (Education)</i> • <i>Mon. 13th March 2017 8 p.m. (Business)</i> • <i>Mon. 24th April 2017 12 noon (Education)</i> • <i>Mon. 19th June 2017 8 p.m. (Business)</i> 	

Meeting closed at 10:05 p.m.

There are no confidential minutes for this meeting.

Summary of JA's Update

JA discussed with governors a proposal to open two new free schools in order to meet the increasing demand for places across Hillingdon and the surrounding boroughs.

The proposal is, essentially:

1. A free secondary school of 60 pupils for pupils with SLD/PMLD with ASD (and a VI specialism from 14) for the North of the borough.

We would look to put this new school on the **Grangewood** footprint which would likely necessitate a re-configuration and refurbishment of the current school. We imagine this would be for 'wave 12' of the free school bidding process - i.e. opening in September 2018.

2. A free primary school of 70 pupils for pupils with SLD with ASD in the South of the borough.

This would necessitate finding a new site for the proposed primary school in the south of the borough and discussions are already taking place with Hillingdon to look into this. The proposed opening date for the new primary school would be September 2019

There are many advantages for parents with the above proposals:

1. It would offer the opportunity to completely rebuild and refit Grangewood and thus address the many premises issue the school has as an ageing building
2. It would mean that parents could send their children to a school located within their locality rather than the current long journeys many are having to undertake
3. It would provide extended educational provision for young people with more profound and complex needs, including those with visual impairment, in the secondary age range

There are many considerations that will have to take place if the bids are successful. These will mainly centre upon the successful decanting of pupils out of the current Grangewood building in order to allow for its rebuild.

Governors were largely in favour of the proposal and keen to engage with the process as it moves forward.