



Name	Type of Governor	Present	Apologies
Katie Blood	Headteacher	Yes	
Father Ben Eadon (Chair)	Foundation (Ex Officio)	Yes	
Tony Firmin (Vice Chair)	Foundation	No	Yes
Nikki Harper	Parent	Yes	
Catherine Wilson	Foundation	Yes	
Dan MacIntyre	Parent	No	No
Ian Beggs	Staff	Yes	
Ben Scott	Foundation	Yes (remotely)	
Fiona Keeling	N/A (Deputy HT)	Yes	
Tom Way	N/A (Clerk)	Yes	
Sarah Foster	School Business Manager	Yes (items 1 – 3)	
Mary Nixon	Prospective governor	Yes	
Vacancy	Foundation		
Vacancy	Foundation		
Vacancy	Foundation		
Vacancy	Local Authority		

Quorum: 6 out of 8 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and DHT are highlighted in **bold**.

1. Welcome / Opening Prayer / apologies for absence and declarations of interest

The Chair asked the HT to commence the meeting with an opening prayer.

The Clerk confirmed that TF had given their apologies for absence in advance of the meeting, and the Chair confirmed that BS was attending the meeting remotely.

The Chair welcomed MN to the meeting and advised that they are a prospective governor and that their application is complete and we're waiting for confirmation of the appointment from the DBE.

There were no declarations of interest for this meeting.



2. Minutes of FGB meeting held on 14.12.21 accuracy / matters arising

The GB agreed that the minutes were an accurate representation of the meeting.

The following actions have been met:

- The HT has arranged for the school noticeboard to be put up
- The Chair and the Clerk have followed up and acquired a model governors' allowances and expenses policy from governor support

Matters arising, not otherwise on the agenda:

The Chair advised that this term has been very difficult with a lot of staff absence and shifting priorities, and as a result of this it has only been possible for the HT to prepare one of the policies on the agenda to be reviewed today.

ACTIONS

- 2.1** All governors to complete their declaration of interest form before the next FGB meeting – **ongoing (DM)**
- 2.2** Chair to check with RCD that all governors have confirmed that they have read the DfE safeguarding document – **ongoing**
- 2.3** HT and Chair to begin putting together an induction pack for new governors – **ongoing**
- 2.4** Governors to each conduct a monitoring visit of some kind before the next FGB meeting on [24.03.22] and report back on it – **ongoing**
- 2.5** NH and HT to look into costings for replacement school toilets – **ongoing**

3. Finance

The Chair thanked the SBM for providing the finance documents in advance. There was a broad discussion around the new staffing insurance helping towards costs when a staff member has been absent for more than 5 days.

A) Draft Budget Discussion

The Chair advised that this item can't be discussed yet as the LA haven't provided any budget information so far.

B) Monthly budget monitoring (Sept onwards)

The SBM advised that the deficit is looking to be £20,000 less than expected. The Chair clarified with the SBM that the favourable variance relates to the classroom assistant budget, and that there have also been unexpected expenses but that the school is still under budget as one TA has left and not been replaced yet. The SBM advised that the



school has to claim for Maternity Leave and as this was previously done by the LA, it's a new process.

The Chair asked if there were any other questions on this item and there were none.

C) Monthly reconciliation report (*Sept onwards*)

The SBM confirmed that this report shows that the school's finances correspond with the LA's records and that there are no discrepancies currently.

D) Credit card statements (*Sept onwards*)

Governors confirmed that there were happy with these statements.

Governors confirmed that there were no more questions regarding the finances, and the Chair thanked the SBM for attending and updating the governing body.

The SBM left the meeting.

4. Headteacher's 'School at a Glance' Report

The HT advised that currently the pupil numbers are encouraging, and that the school's budget is based upon the October census which had 10 more pupils in 2021 than in 2020, and the intake looks healthier compared to the previous years. The HT further advised that this won't solve the deficit but it is still helpful, and the school has also been getting quite a few new pupils over the course of the year, and the school is currently looking at similar numbers of first-choice admissions for the next academic year as this year.

The HT advised that attendance is at about the same levels and is approximately the same as the national average, which is lower than it should be but all schools have experienced issues with this post-lockdown. The HT advised that persistent absenteeism is up to 17% which is an issue, and that Amy Charlton will plan meetings with those parents in the next half term and Jackie Storey the attendance officer will help with trying to bring this figure down. The HT advised that the overall figure has gone down slightly since December, and there was a broader discussion around the complexities of measuring this statistic in the context of covid.

The HT advised that the inset training at the beginning of January had a focus on SEN pupils and that this was very productive. The HT further advised that monitoring of English, Maths and RE books has been taking place and that they are trying to use the staff meeting time to review targets and establish monitoring aims for what to work on next and reflecting on own practice, and that they have set targets for every pupil in the SAAG report.



The HT advised that the attendance awards are still happening, and that they are happy that all of the Christmas events managed to go ahead as planned. IB commented that parents really valued this and the response was good. The HT agreed that it was very valuable for the school community and it helped that the events were smaller in scale. There was a broader discussion around this.

The HT advised that staff absence has been a problem this term, and that in the first 2 weeks they were optimistic that it would be manageable but then it got much worse and has been very difficult to manage. The HT further advised that some of it has been due to covid absence but that there have also been a lot of other absences too relating to various long term health issues, and that in total there have been 139 days of staff absence counting up until last Friday.

The HT advised that they have a new School Partnership Advisor (SPA) Janis Taylor who they met over zoom and had a strategy board meeting. The HT further advised that the previous SPA visit had taken place in October and that they had recommended to the LA that the school needs additional financial support to get back to pre-covid levels, and that Janis Taylor will help with getting this implemented going forwards and will construct a plan for securing extra financial support for the school.

The HT asked if there were any questions.

The HT and DHT provided clarification around Makaton explaining that this helps children with communication difficulties develop speech, and that it takes a bit of time to make an impact but that it is very useful long term and the school is implementing this.

How did the 'book looks' go?

The DHT advised that a good review session took place in December and that they advised staff to moderate their own books. The HT advised that they have found new ways of working with people this year that has gone really well, and that they have been remembering the pre-pandemic basics and refreshing the 'hot and cold' tasks system for pupils. There was a broader discussion around this. The HT advised that there have been some difficulties with some cohorts missing out on life experiences over the last 2 years and that this can hamper some tasks e.g., writing about holidays/weekends etc.

How have the curriculum developments been going?

The DHT advised that they have been redesigning the whole curriculum and provided a document demonstrating an example of the year 6 syllabus and gave an explanation of this. The DHT further advised that they have been trying to include texts of an engaging nature for the pupils to work from. The HT advised that they feel that this will be very beneficial but that it is taking a lot of the DHT's time and has been difficult to work on this term in particular, and that they have spoken to the strategy board about this and hopefully the pending extra financial support will mean that teachers can be covered whilst they are



working with the DHT on this, and that through this everyone will get extra coaching and this will be useful for reflective development. The DHT advised that pupils love having a final product from their work and that they are factoring this in to the curriculum development e.g. posters summarising what they've learnt about a particular topic.

Are the curriculum events for parents on hold at the moment due to covid?

The HT advised that this is partly for distancing reasons and also that they have not been able to prepare it in advance due to covid absences/pressures, and that there are other additional things that they have not been able to do due to lack of available time to organise them e.g., film night. The HT advised that they are not removing these events from the agenda at all, and that some do take place, but that it has been difficult to do all of them.

Can you clarify the discrepancy between the ARE (Age-Related Expectations) data statistics for different periods?

The HT advised that the ARE statistics for different periods of time in the school year can vary, and that in practice teachers are more cautious when assessing the pupils earlier in the year, then later on in the year as confidence in results grows, they will tick more targets off. The HT further advised that more pupils are scoring better than expected as the year is progressing. IB advised that teachers were very cautious about setting the bar too high for pupils at the beginning of the year given the pandemic situation that pupils were emerging from. The HT added that progress has then improved a lot and pupils have caught up with previous work quickly.

The HT advised that SATS are expected to go ahead this year, and that the DfE want to try and set a baseline to measure the effect of the pandemic from but that they won't publish the data in league tables. There was a broader discussion around this and the wealth gap and private tutor options for some families.

The Chair asked if governors have any related monitoring updates for this. The HT advised that TF had attended a staff meeting recently.

The Chair requested as an action that all governors do something of this kind by the next FGB meeting [*see action 2.4 above*].

5. Health & Safety

The HT advised that there were no updates for this item and IB confirmed this.

Has there been an issue with the school drainage?

The HT advised that this is a recurrent issue of pupils putting large items down the toilets and not understanding that this will block them, and that the drainage system is quite



archaic and can't be replaced currently so the school is obliged to pay £150 a year to have them unblocked regularly. The HT advised that they will keep trying to raise awareness amongst pupils of drain blockage issues.

6. Policy Reviews

The Chair advised that governors will just be reviewing policy B) from the agenda here [see *item 2 above*].

B) Governors' Allowances and Expenses

The Chair advised that this policy is adapted from a model template provided by the LA and asked if there were any questions

Governors confirmed that there were no questions and all agreed to the policy.

7. Feedback from Governor training/visits

The Chair advised that they and the HT have met for an overview of how things are at the school and confirmed that they have circulated their report of this prior to this meeting, and governors confirmed that they had no questions on the report.

8. Urgent business not on agenda / The Grace

A confidential item was discussed and has been recorded in a separate set of minutes.

The HT commented that the support from governors and understanding around the difficulties with tasks that are not possible, e.g., policy reviews, is very much appreciated and helps them to manage things.

The Chair concluded the meeting by saying the Grace.

The meeting closed at 7:17pm

Signed[Signed copy kept in school office].... Chair of Governors

Date.....

The next FGB meeting will be on Thursday 24th March at 5.45pm.