



Virtual Full Governing Body Meeting Wednesday 18th May 2022 at 6.00pm

Minutes

KEY: Governor Challenge Governor Approval

Present

S. Levy (Headteacher), A. White (Acting Chair), L. Holmes, P. Wilson, S. Bussey, R. Whitehouse-Jones, S. Nicholson(left at 6.44pm), J. Mayo and F. Rumball

Also Present

O. Brook (Associate Member) and J. Harris (Clerk)

No	Agenda Item
1	Welcome and Apologies The Chair welcomed everyone to the meeting. Apologies were received and accepted from M. Sargent (Chair) and A. Mortell (maternity leave). Apologies had also been received from N. Dickson (Deputy Headteacher).
2	Declarations of Interest There were no declarations of interest
9	Feedback from FRESH Committee The committee had met on the 12 th of May and the main focus had been the budget. There had been a large carry forward from 2021/22 due to unexpected income just before year end. This included funding for the modular build, catch up and tutoring funding. There was also funding that had been allowed for trips which had not taken place due to the pandemic. It had been agreed that the five year budget was a challenge as there were so many unknowns. The committee had reviewed the 2022/23 budget line by line, including reductions and increased from the previous year. The committee had been happy to recommend the budget for approval by the full governing body. In 2022/23 parents were to be offered the option of paying for trips in instalments. A contribution towards each trip was to come from pupil premium funding. In the past pupil premium funding had been used to enable pupils from vulnerable families to go on residentials and to purchase a bike helmet and lock for a pupil who needed to cycle to school. The budget allowed for expected increase, included energy costs. A governor noticed that year 1 allowed for increases but the following years remained the same and asked if these years should also increase. The Headteacher explained that the worse-case scenario had been used for the first year so this would balance future years. A governor asked if the budget allowed for any projects in the future and this was confirmed. Some resilience had been built into the budget. Governors were happy to approve the budget for 2022/23.

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3	<p>Agree Minutes of the last meeting held on the 16th of March 2022</p> <p>A copy of the minutes had been shared prior to the meeting. The minutes were agreed as a true record and were to be printed off for signature by the Chair.</p>
4	<p>Matters Arising</p> <p>Minutes agreed at virtual meetings during the pandemic were to be printed off for signature by the Chair.</p>
5	<p>Headteacher's Report</p> <p>Prior to the meeting a report from the Headteacher and attendance data had been shared. The main areas of discussion included the following:-</p> <ul style="list-style-type: none"> • The school had appointed 3 teachers for September. Interviews had been adapted as the Deputy Headteacher was away but had included staff and pupil champions. A governor, who had a child at the school, advised that their child had enjoyed learning a life skill and felt that they had made a difference. A governor asked if the Headteacher would consider using the adapted process again in the future. The Headteacher explained that pupils were always involved in the interview process and presentations were given by candidates. However, this had been the first year that candidates had been observed teaching in their current schools and this would definitely be done again. Governors asked if the school was now fully staffed for September and this was confirmed. • Drop-ins to observe the quality of teaching had resumed and impact reports had been shared with the STAR committee. • Lots of monitoring had been completed. Staff training at the end of term would look at refining the process for staff voice. • A governor asked about the challenge relating to breakfast provision for Year 6 SATs. The Headteacher explained that as not all Year 6 pupils were able to come in for breakfast the decision had been made to not provide this. • Class representatives were waiting for budget applications to be approved and would then look at ways to improve playtimes. • Pupils wanted to raise funds for Ukraine with a bring and buy sale and this was to tie in with a book sale. Governors were happy that the school was listening to pupils. • Pupil numbers had not changed despite concerns about a projected drop in numbers. It looked like the school would be full for September. • A governor asked if the number of purple slips being issued had gone down. The Headteacher confirmed that there were less issues and behaviour was improved now that she and the Deputy Headteacher were doing lunchtime duties. It was agreed that this was probably due to their experience and ability to recognise issues early and address them. • The Headteacher shared information relating to racist and prejudiced incidents. It was explained that pupils often did not realise that what they were saying was unkind but it had been felt that on investigation there had been 3 racist incidents. • A governor asked if the number of exclusion was high. The Headteacher explained that the majority were for the same challenging pupil who had now been referred to the Local Authority behaviour panel. The school was awaiting therapeutic support for them. • Although visitors to the school found pupil behaviour to be excellent it had been recommended that the Deputy Headteacher and Safeguarding and Family Engagement Officer complete training on the

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	<p>'steps' behaviour programme. The Headteacher was to complete the training the following week to see if this was something that could be adopted by the whole school.</p> <ul style="list-style-type: none"> • There had been lots of professional development to ensure that staff were fully trained. A governor asked about any negative impact. The Headteacher felt that the school could be more robust and wait to see impact. There was evidence of the impact of Read Write Inc and First Aider training. Governors felt that a softer impact supported staff retention. • The Headteacher outlined the green and white papers, including the impact on special educational needs. • The Headteacher had shared a letter from the Secretary of State with the FRESH committee in which it was threatened that school would go onto a league table relating to tutoring. It was explained that tutoring had not been as successful in Peterborough due to a shortage of tutors and schools had not been able to use their own staff. Changes had then been made to allow schools to use their own staff for tutoring outside school time but there had not been much take up. Schools were able to have tutoring during the school day but needed to evidence this work and record exactly which children had received what. The Headteacher felt that schools were being 'forced' to say that they had done catch up. The Headteacher was working out which pupils had intervention and the hours so that the funding could be retained by the school. Use of the funding would be evidenced. • A governor asked if the Reception class still had some chicks to observe and it was explained that they had been returned to the Happy Chick Company. • A governor asked if the trainee special educational needs co-ordinator was now in place and was advised that they would start in September. <p>School Development Plan A detailed briefing paper relating to progress against the school improvement plan priorities had been shared prior to the meeting. The school was on target to meet objectives.</p>
6	<p>Safeguarding This item had been covered in the Headteacher report and discussion within item 5.</p>
7	<p>Document/Policy Review Public Sector Equality Duty The document had been shared prior to the meeting. The Headteacher explained that this showed where the school was meeting the equality duty and what it was doing to meet the criteria. A governor asked if this reflected the local community and it was confirmed that it was in-line with the current community. Outcomes contained old data as there had been no exams during the pandemic. Governors were happy to approve the public sector equality duty document.</p>
8	<p>Feedback from STAR Committee The committee had met on the 4th of May. There had been a presentation from the History Champion which included impact. Governors had been able to look at knowledge organisers and pupil's books. There had been scaffolding for pupils with special educational needs and the quality of work had been exceptional. Pupils wanted more practical experiences. At the next meeting the Geography Champion would be invited to give a presentation. The Headteacher had advised that from September pupils in Year 3 would begin using the Haringey curriculum for religious education. Governors asked for their thanks to be passed on to the History Champion.</p>

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	<p>The committee had reviewed impact reports for reading, writing, mathematics and phonics. Governors had been able to see confidence and personal development through the reports. The Headteacher agreed that completing the reports gave staff the opportunity to reflect and celebrate successes. All of the impact reports had included pupil voice. It was agreed that staff presenting to governors in person was beneficial. Governors asked for their thanks to be passed on to relevant staff again.</p> <p>The committee had also reviewed data and seen where staff were picking up gaps so that these could be addressed. The Headteacher explained that the circle of learning included a quiz at the end of each term to see what had been retained.</p> <p>It was agreed that committee meetings enabled governors to review data in more depth so that the governing body was more effective.</p> <p>(S. Nicolson left at this point of the meeting)</p>
9	<p>Feedback from FRESH Committee (continued)</p> <p>As well as reviewing the budget the committee had looked at policies and the school's financial value standard return for 2021/22. SFVS had been submitted for the 31st of March deadline and there were no actions arising from this. The committee had enjoyed meeting in person as this had enabled them to have a tour of the new modular build. Tasks relating to health and safety and premises were starting to be picked up by the Office Manager. The school was to advertise a Finance post.</p>
10	<p>Governance Training</p> <p>O. Brook had completed special educational needs and new to governance training.</p> <p>It was suggested that governors complete a skills audit to help identify any training gaps and inform committee membership.</p> <p>Visits</p> <p>R. Whitehouse- Jones had been into school to look at SATs with the Chair of Governors.</p>
11	<p>Any Other Business</p> <p>The Headteacher advised that she had applied for a grant for training a senior mental health lead as this was to be a required role in schools in the future. Staff had been asked to express an interest in the role. L. Holmes offered to support the staff member who took on the position as she had experience of this role.</p>
12	<p>Date of Next Meeting</p> <p>Wednesday 13th July 2022 at 6.00pm</p>
The meeting ended at 7.09pm.	

Summary of Actions

Agenda Item	Action
4	The Clerk was to arrange for the minutes agreed at meetings held virtually during the pandemic to be printed off for signature by the Chair.

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