

MINUTES

Agenda items	Actions
<p>Governing Board Training – Finance and SDP The slides for the presentation were pre-circulated.</p> <ul style="list-style-type: none"> • Capital funding is around £11k per annum. • Annual budget has to be submitted by 19 May. • SFVS has to be submitted to the LA by 31 March annually. • The benchmarking tool enables schools to compare themselves against schools locally and nationally. <ul style="list-style-type: none"> ○ Data can be skewed by e.g. the number of EHCPs. • The maximum that can be carried forward from one year to the next is 8%. <ul style="list-style-type: none"> ○ Historically we have carried 2% / 3% forward (£70k / £100k). ○ A healthy position would be 3% / 5%. 	
<p>Attendees: Jackie Blazewicz (JB) Laura Cross (LC) Andrew Dharman (AD) – Chair of Governors Sam Farquharson (SFa) Kathleen Finn (KF) Sally Flowers (SFI) - Headteacher Sophia Muralidhar (SM) Sushil Rapatwar (SR) John Russell (JR) Golnaz Shahabi (GS) Mark Strippel (MS) Liza Webber (EW)</p> <p>Also in attendance: Sarah Barnes (SB) Marcia Bruley (MBr) Claire Milne (CM) Simon Prebble (SP) – GB Training</p>	
<p>Welcome AD welcomed Dr Sophia Muralidhar and then asked everyone to introduce themselves.</p>	
<p>1. Apologies For absence Apologies were received from:</p> <ul style="list-style-type: none"> • Joanne Gravestock (JG) – Vice Chair of Governors • Dan Lawrie (DL) 	
<p>2. Authorised / Unauthorised absence The absences for JG and DL were both authorised.</p>	
<p>3. Declaration of Any Other Business (AOB) SFI: Curriculum Data.</p>	
<p>4. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.</p>	

<p>5. SBM Report</p> <p>The Business Report was pre-circulated.</p> <ul style="list-style-type: none"> • The outturn for 2022-2023 was a surplus of £4,289. • It was agreed that following 2 recent FOI's that all Governors would use their LGFL e-mail addresses for school business. <ul style="list-style-type: none"> ○ Governors will be alerted via Whats App when there are messages re e.g. meetings. ○ <u>CM to ensure that all Governors have LGFL e-mail addresses.</u> • CM confirmed that we have no Reinforced Autoclave Aerated Concrete in school. • We have entered into a 3 year contract for the "weareevery" contracts register. <ul style="list-style-type: none"> ○ All contracts will be added. ○ Staff can raise issues. • We are awaiting the insurance payment for the glass balustrade. • 3 LSAs will start after Easter – funded by increase in EHCPs. • We are following the appropriate triggers for staff absence. • We should be able to update the Fire Evacuation Procedures shortly. <ul style="list-style-type: none"> ○ Staff have had fire warden training. • The LA have not agreed to refurbish the year 5 and year 6 children's toilets. 	<p>CM</p>
<p>6. Headteacher's Update</p> <p>a) Staff CPD</p> <ul style="list-style-type: none"> • The schedule was pre-circulated. • Lots more CPD is scheduled for the next couple of weeks. • SM asked if there were any set guidelines e.g. number of hours. <ul style="list-style-type: none"> ○ No. <p>b) Parking issues</p> <ul style="list-style-type: none"> • A child was knocked over although fortunately not hurt. • The SLT and CM "police" Pitshanger Lane. • We have asked for the white "zig zags" to be extended. <ul style="list-style-type: none"> ○ This will require consultation. • AD / JG have drafted a letter to parents. Focus on safety and courtesy to parents. <p>c) Data Update</p> <ul style="list-style-type: none"> • The report was pre-circulated. • There will be another data drop next week. <p>• Phonics</p> <ul style="list-style-type: none"> ○ The fact that we have 25 year 2 children working below expected is high for NEPS. ○ SM asked if numbers have gone up since Covid. <ul style="list-style-type: none"> ▪ Yes. ▪ Used to be 5 / 6. ○ MS asked if this was stabilising. <ul style="list-style-type: none"> ▪ Yes. ○ EW asked if year 3 were also doing Phonics. <ul style="list-style-type: none"> ▪ Yes. <p>• EYFS</p> <ul style="list-style-type: none"> ○ GS asked if this is baseline data. <ul style="list-style-type: none"> ▪ No, next after baseline. ○ Whilst we are only recording 4 x FSM / PP, there could be more eligible families. 	

<ul style="list-style-type: none"> ○ Writing is an issue both across the school and nationally. ● Year 1 <ul style="list-style-type: none"> ○ Children are new to Power Maths in year 1. ● Year 2 <ul style="list-style-type: none"> ○ 1 pupil left, came back and then left again. ○ Year 2 is boy heavy: <ul style="list-style-type: none"> ▪ Boys 48 ▪ Girls 39 ● Year 3 <ul style="list-style-type: none"> ○ Of the 11 SEN pupils, 3 are also EAL. ● Year 4 <ul style="list-style-type: none"> ○ Interventions are tailored to children based on Pupil Progress meetings. ○ The Times Table group have made significant progress. ● Year 5 <ul style="list-style-type: none"> ○ The Comprehension group have made significant progress. ● Year 6 <ul style="list-style-type: none"> ○ This is based on Spring data. ○ Again Boy Heavy: <ul style="list-style-type: none"> ▪ Boys 53 ▪ Girls 27 ○ This is a tough year group. ○ GS asked if summer born children was an issue. <ul style="list-style-type: none"> ▪ It is more an issue in Early Years. 	
<p>7. Agree the minutes of the Full Governing Body Meeting on 1 February 2023 These were agreed as a true and accurate record of the meeting and were signed by AD.</p>	
<p>8. Matters arising from the Full Governing Body Meeting on 1 February 2023</p> <p>a) SP to send link for online Safer Recruitment Training.</p> <ul style="list-style-type: none"> ● Closed. <p>b) AD to take forward new / additional link Governor for Safeguarding / SCR.</p> <ul style="list-style-type: none"> ● Closed. ● SM has agreed to take this role. ● <u>AD to arrange a handover in the summer term.</u> <p>c) AD / SB to run through the slides from the Safeguarding training with SR.</p> <ul style="list-style-type: none"> ● <u>Carried forward.</u> <p>d) Core team to review Governor Focus Areas – at Governor day.</p> <ul style="list-style-type: none"> ● Closed. <p>e) AD to allocate role of Link Governor for Wellbeing – at Governor day.</p> <ul style="list-style-type: none"> ● See agenda item 9(a). <p>f) AON to re-circulate the output from the Governor Skills Analysis.</p> <ul style="list-style-type: none"> ● Closed. <p>g) Review Governor Skills Analysis</p> <ul style="list-style-type: none"> ● See agenda item 9(b). 	<p style="text-align: center;">AD</p> <p style="text-align: center;">AD / SB</p>

<p>h) AON / SFI to review the process for policy reviews.</p> <ul style="list-style-type: none"> • See agenda item 9(c). 	
<p>9. Governance Matters</p> <p>a) Governor Roles – Focus Areas</p> <ul style="list-style-type: none"> • Wellbeing Governor • <u>Carried forward.</u> <p>b) Governor Training Programme</p> <ul style="list-style-type: none"> • Governor Skills Analysis – Copy attached • <u>Carried forward.</u> <p>c) Policy Review Process</p> <ul style="list-style-type: none"> • Schedules attached • Noted. <p>d) Correspondence to the Chair</p> <ul style="list-style-type: none"> • None. <p>e) Governor visit Reports</p> <ul style="list-style-type: none"> • Governor morning. <ul style="list-style-type: none"> ○ Notes were pre-circulated. ○ SFI thanked Governors for their contribution. ○ Governors agreed that this was an impressive day. ○ Staff had support from MBr. ○ AD observed that the children were very attentive. <ul style="list-style-type: none"> ▪ SM asked how often we do these visits. <ul style="list-style-type: none"> • Once / twice a year. • Single Central Record <ul style="list-style-type: none"> ○ AD has reviewed the SCR. 	<p>Agenda</p> <p>AD / SF</p>
<p>10. Policies Approved by the Headteacher</p> <p>a) Anti Bullying Policy – Copy attached</p> <ul style="list-style-type: none"> • Noted. <p>b) Child protection Policy</p> <ul style="list-style-type: none"> • Noted. <p>c) Governors Allowances – Copy attached</p> <ul style="list-style-type: none"> • Noted. 	
<p>11. Policies / Documents for Approval</p> <p>a) Managing Allegations Against Staff</p> <ul style="list-style-type: none"> • Approved. • This is an LA model policy. <p>b) Mission / Vision Statement</p> <ul style="list-style-type: none"> • Approved. <p>c) SFVS</p> <ul style="list-style-type: none"> • Approved. 	
<p>12. Any Other Business (as agreed above)</p> <p>Curriculum Data was covered under agenda item 6(c).</p>	

13. Date and time of next meeting

Wednesday 3 May 2023 at 7PM – ONLINE - Budget approval 2023 / 2024

- SB and MBr gave apologies.

Meeting closed at 20:30