



FULL GOVERNING BODY MEETING

3 May 2023 at 6.00 pm

Governors	Type	Present
Mick Poole	Chair/LA Governor	Yes
Kate Higham	Headteacher	Yes
Gail Baker	Staff Governor	Yes
Sachin Kotalwar	Parent Governor	TEAMS
Nicki Read	Parent Governor	Yes
Emily Russell	Co-opted Governor	Yes
Sofia Khwaja	Co-opted Governor	Yes
Tracey Casey	Co-opted Governor	No
Vacancy	Co-opted Governor	
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Sandra Backhouse	Clerk	TEAMS

	<p>Three members of the Senior Team gave presentations:</p> <p>Teaching & Learning/CPD – Jo Brierley, Assistant Head</p>  <p>Teaching and Learning - Presentat</p> <p>Reading – Becky North, Assistant Head</p>  <p>Governor meeting presentation.pptx</p> <p>Behaviour and Attendance – Emma Orchard – Deputy Head Please see notes attached for governor responses.</p> <p>Governors thank Jo, Becky and Emma for their interesting and useful presentations.</p>
1	Apologies – See above
2	Declaration of Interests – None
3	<p>Previous Minutes –</p> <p>Minutes were deemed a true reflection of the meeting – approved.</p> <p><u>Actions completed:</u></p> <p>All actions have been completed</p>

4	<p>Policies</p> <p>Educational Visits – No Changes Curriculum – No changes Reading – New Policy CEIAG Policy (Careers) – (adapted from pro forma provided by Careers & Enterprise Company) - New Provider Access - (adapted from pro forma provided by Careers & Enterprise Company) - New</p> <p>Policies were approved by Governors.</p>
5	<p>Key Stage 5/Sixth Form</p> <ul style="list-style-type: none"> • We have had the offer of Sixth Form space at Swindon College, North Star site. This is as a result us having huge numbers of children starting in September with nowhere to put them. • The majority of Sixth Form will move to the college site on a 3 year lease. • HT hasn't seen the contract yet so they are not signed. • This situation has come about because the DfE have refused various plans for Swindon to have more specialist school facilities. • In 3 years, SBC might have permission to build more buildings on our site. • GQ – will pupils still on our role? Yes, it is a satellite provision, offering the same curriculum and staff. • Post 16 Transport - Everybody has to re-apply for transport even if they already get it. It is unlikely that they will get it. • Robust discussion took place, which resulted in Governors approving the Head's proposed actions leading up to September 2023. <p><u>Confidential Minute</u> At the time of the Governors meeting this item was confidential, however by the time the minutes are published it will no longer be confidential.</p>
6	<p>Pupil Numbers</p> <p>DfE have refused SBC request to build new schools and open units in mainstream. As a result our numbers will be much higher in September and going forward. We will probably have 310 pupil in September. Head will update at the next meeting.</p>
7	<p>Pupil and Staff Surveys</p> <p>Governors noted the results of the recent surveys and had only one query: Staff Survey.</p> <p>GQ – How many teachers responded? – HT did not know – Clerk to ask Jo Brierley. There were 33 responses – 05.06.23</p>
	<p>HT's Report</p> <p>There was some discussion around the report, especially around the difference between Teachers and Instructors/Unqualified Teachers and whether there should be a distinction between them and parents informed if the pupils are being taught by a teacher or an instructor.</p> <p>It was established that an instructor/unqualified teacher has a degree or a Level 4/5 relevant qualification.</p>
	<p>Finance</p>

	We were going to go into deficit in year 2 – but because of the influx of children we will not be.
8	Quality Assurance – Term 4 See HT's Report
9	Electronic Car Charging – Staff Clerk has not received quotes yet – she will pursue
10	Health & Safety Nothing to report
11	Training Governors had presentations from members of the Senior Team on : Teaching & Learning/CPD – Jo Brierley, Assistant Head Reading – Becky North, Assistant Head Behaviour and Attendance – Emma Orchard – Deputy Head Please see notes attached for responses.
12	SEF & Development Plan No change
13	Governors Challenge Visits/Monitoring Governors need to visit – particular for Teaching and Learning Monitoring. Chair said he would visit – He and Clerk will arrange. Action Clerk to arrange the visit.
14	Safeguarding Sarah Turner will be finishing her presentation on 6 July at 6:00 pm.
15	Data Protection Nothing to report
16	Staff Wellbeing On-going. School now pays for a private health scheme for staff. Jo Brierley has other ideas which will come to fruition in due course.
17	Governor Matters & Correspondence Nothing to report
18	AOB

Meeting ended 20:30
Next Meeting : 21 June 2023

Notes on Senior Team Presentations – 3 May 2023

Jo Brierley presentation on Quality Assurance (QA) and CPD via TEAMS

There was discussion around:

- Workshops
- Internal/external training costs
- Keeping a record for staff training to ensure fairness
- Peer observations
- New staff who have done CPD in other schools – can we use them.

Becky North presentation on Reading via TEAMS

There was discussion around:

- Audio books in school
- What is done if phonics not working
- Do under 5's see the Charlotte (Literacy Lead)
- When does a child get 'pushed on' if stuck on a level
- Is there training for See & Learn? Yes for primary and years 7 & 8
- How do we know reading ages have increased in primary? Through phonics and See & Learn
- What else works? – Charlotte will use a variety of different methods for individuals
- Can teachers' adapt Twinkl? Yes – Becky gave an example
- Queries re authors, blank levels and are there enough books (no)

Emma Orchard presentation on Behaviour and Attendance in person

Behaviour:

Discussion between Emma and governors resulted in the following actions:

- Emma to work on language used to describe behaviours – Term 6 Staff Meeting
- Amending curriculums for individual pupils
- Supportive and supported staff
- Behaviour lead – Louise Tolley
- Setting up a buddy system – Term 6

Attendance:

Useful discussion between Emma and governors.
It was established that attendance had improved.