



## FULL GOVERNING BODY MEETING

18.01.23 at 6.00 pm

<b>Governors</b>	<b>Type</b>	<b>Present/Apologies received</b>
Mick Poole	LA Governor	Present
Kate Higham	Headteacher	Present
Tracey Casey	Co-opted Governor	Present
Emily Hibbard	Co-opted Governor	Present
Emma Thompson	Co-opted Governor	Apologies received
Sofia Khwaja	Co-opted Governor	Present
Sachin Kotalwar	Parent Governor	Apologies received – out of the country
Nicki Read	Parent Governor	Present
Gail Baker	Staff Governor	Apologies received
<b>Clerk</b>	Sandra Backhouse – Absent – Trudy took minutes	
<b>1 Apologies &amp; Welcome new Governors</b>		
1	Apologies were accepted, Mick and Kate welcomed Nicki to the GB	
<b>2 Declaration of Interests – None</b>		
2	Declaration of Interests – None	
<b>3 Previous Minutes – 16.11.23</b>		
3	Minutes were deemed a true reflection of the meeting – approved.	
<b>4 Policies</b>		
4	<p>Kate explained the Asbestos was inspected every year and Simon (SBM) had recently attended asbestos training.</p> <p>Nicki asked if Governors when they were expected to read policies and Mick explained Governors were expected to read them beforehand and come to the meeting with any questions or comments, Kate added that any changes from a previous policy would be highlighted.</p> <p>Asbestos – Approved            Asbestos Management Plan – Approved            Intimate Care – Was not available for approval – to be looked at the next meeting            Teaching &amp; Learning – Kate explained only changes were page 3 setting out our in-house grading system which she has condensed for our setting – Approved</p>	

	<p>Nicki asked where our policies came from – Kate explained some were borough policies, some were borough policies we then personalised and others we write ourselves with external help if needed.</p> <p>All Policies apart from Intimate Care were approved by Governors.  <i>The Intimate Care Policy was subsequently approved via email on 27.01.23</i></p>
5.	<p><b>Headteacher’s Report – Term 2</b>  Governor discussed the report, comments:-</p> <p>Mick asked if it was possible for a breakdown of attendance minus the non-attenders – Kate will ask if this is possible.</p> <p>Behaviour – Kate went over this but SLT were happy there was no cause for concern with the report, there will be a focus on behaviour and staff are working on a new policy and protocols. Most incidents are in Primary and are well handled. Nicki asked if behaviour had been any worse since Covid, Kate explained the school was open all through the lockdowns so no.</p> <p>Staffing – this is tough nationally, we have 5 vacancies for TA’s and are offering flexible hours</p> <p>Finance – we are in a healthy position, still waiting for some building work to be carried out and are having trouble finding a builder  We paid £90,000 for the backdated support staff pay rise that was not budget for, we then got a backdated payment of 3.4% for pupil funding which came to c£90,000. The teacher pay rise (5%) will cost £120,000, teachers want 12% (£160,000) also not budgeted for.</p> <p>Quality Assurance – Kate reported a fantastic year so far, staff are doing a good job and adapting to have fewer TA’s in the class especially in Primary. OFSTED looking for challenge in the lessons. Emily has introduced a mentor system for new staff, working well and a few tweaks will be made for next year.</p> <p>Outcomes – We now use B-Squared for assessment which is then analysed by SLT and subject leads – Low attainment in English and Maths in KS2 and 5, Emily and Lisa (heads of these areas) have drilled down into the data – primary are on programme called Engagement where steps are smaller and progress harder to show as this time of year and with the system only being used from September 2022. Lisa found levels were low as some pupils are accessing Level 1 and some Entry Levels but on comparison pupils were on track for their expected grades.  Mick noted PP pupils performing better in all but KS2, more detailed data will be available at the May meeting when B-Squared is holding more data.</p> <p>Pupil Premium – No significant difference between PP and non-PP pupils in Primary, KS 3 pupils in year 8 causing concern – support has been put in place, KS 4 1 year 10 class cause for concern all but 1 pupil in class “aces” who need support e.g. Tamhs, Camhs, ELSA, see the counsellor etc – this is improving in most lessons now.</p>

	<p>Careers - Ben Vickery organised a very successful Careers Fair in November attended by over 50 parents, work experience placements suffered during Covid – Ben is working to increase these.</p> <p>Phase leaders provide an overview of extra activities that took place in their area of the school – see report</p>	
6	<p><b>Staffing</b> See above We are currently advertising 4 vacancies including English specialist, MDSA, TA, Counsellor.</p>	
7	<p><b>Finance</b> Next meeting 08.03.23</p>	
8	<p><b>Curriculum</b> Governors had read the plan before the meeting, Tracey asked “what Nautilus was?” Kate explained it was an on-line data holding system that Jo Brierley (Assistant Head in charge of T&amp;L) is using to help with her role. Some new staff are being offered support to help them make the transition from mainstream to SEN.</p>	
9	<p><b>Teacher's Performance Management</b> Kate confirmed these have now taken place</p>	
10	<p><b>Quality Assurance term 2 – see HT’s Report</b></p>	
11	<p><b>Deep Dives</b> Kate explained these were deep dives into specific areas of the school undertaken by Bill Jerman (reports attached). Highlights:- We have started with English and Maths then this week PSHE and Art. He looks at the data, talks to subject leads and offers ideas for help. The UQ teachers were all fantastic. Next term will be Reading &amp; PE Sofia asked “Do we have a specific reading policy” – Kate said it was included in the English Scheme of Work but as we are joining the reading hub they will be developing a separate reading policy. Sofia asked “Do new staff know about our reading practices/are they given guidelines and if so where is the information held?” Kate confirmed they did and we are starting a reading audit across the whole school and any gaps identified. Kate will report back on this when complete.</p>	
12	<p><b>Electric Car Charging Points</b> Simon is still waiting for quotes</p>	
13	<p><b>Health &amp; Safety</b> Sofia is concerned about the state of the car park, there are large pots holes that could cause trips/falls, are pupils walking through the car park to access the minibuses</p>	

	(parked at the rear of the school)? Simon will be asked for an update ( <i>update – Premises team aware and have a plan to fill pot holes when the weather allows, SBM will email whole school a warning to be extra vigilant</i> ). Cars are parked at owners risk – sign confirms this in the car park.	
14	<b>Training</b> No training has been undertaken since the last meeting	
15	<b>SEF &amp; Development Plan – Standing item</b> No changes and no queries from Governors	
16	<b>Governor Monitoring Visits – Standing item</b> No visits were undertaken during this period	
17	<b>Safeguarding – Standing Item</b> Nothing to report	
18	<b>Data Protection – Standing Item</b> No breaches reported. Sofia informed the Governors she had been involved in one from the borough about her details and child’s EHCP being sent to the wrong parent but Crowdys were not involved.	
19	<b>Staff Wellbeing – Standing Item</b> Attendance for staff mainly good, no long-term sickness to report.	
20	<b>Academy – Standing item</b> The first Compass Collaboration moderation meeting between the schools took place at Crowdys Hill this afternoon to look at KS2 writing, Emily attended this as Head of Primary. Emily said it was good to network, shares practices and compare samples of pupil’s work.	
21	<b>Governance Matters &amp; Correspondence</b> We need to allocate the Governor Roles. The Health & Safety Governor needs to undertake a site walk before 03.02.23 as part of the annual H & S inspection. See separate list New Governors to complete online Prevent Training – Trudy will send them a link to Educare for this.	
23	<b>Any Other Business</b> The severe weather protocols for this year have been updated for the staff in case of emergency closure. Tracey asked for the word should to be will.  Sandra will be stepping away as clerk and Trudy from her Governor role to take over this position, they will both continue this roll until the next meeting whilst Trudy learns the role. Emily was appointed as a co-opted Governor in her place. Gail Baker will become the new Staff Governor after an election.  The NEU has announced a strike for 1 February 2023, Kate may have to close some classes but members have not yet notified her – she will keep Governors up to date. Nicki asked “how does this affect attendance?” Kate said there was a special code for attendance and this won’t affect our attendance. Sofia asked “how will parents be informed?” Kate will write to them once she knows what teachers are striking.	

<p>We had 1 complaint re not providing 1:1 for a new child, after discussion with the parent to explain the current recruitment situation and a re-organising the TA timetable this has now increased to 80% which the parents are happy with.</p>
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Meeting ended 8.00pm  
Next Meeting: 08.03.22