



FULL GOVERNING BODY MEETING

06.03.2024 at 6.00 pm

Governors	Type	Present
Mick Poole	Chair/LA Governor	Absent
Kate Higham	Headteacher	Present
Gail Baker	Staff Governor	Present
Sachin Kotalwar	Parent Governor	Apologies received
Nicki Read	Parent Governor	Present
Emily Russell	Co-opted Governor	Present
Sofia Khwaja	Co-opted Governor	Present
Tracey Casey	Co-opted Governor	Present
Bryony Hallows	Co-opted Governor	Present

Apologies – See above

Declaration of Interests – None

Previous Minutes – 24.01.2024

Minutes were deemed a true reflection of the meeting . All actions were completed to governors' satisfaction

Pecuniary interests of items on the Agenda

Governors confirmed no conflict of interests of items on Agenda

Academisation



MAT Feb24.pptx

Nicki took the lead on this.

She led Governors through her presentation

Governors discussed all aspects of possible academisation

Results of discussion:

- Governors were tasked to research the various academies
- Governors to bring the results of their research to the next meeting

- Governors to present their findings to staff*
- A Working Party will be set up to include representatives from Governors and Staff.
- Nicki will run the Working Party

**It is agreed that this will be during the Training Day on Tuesday 4 June at 09:00.*

Policies

The following policies were approved by Governors with no queries:

Early Years Teachers Guidance - No changes

Attendance – minor changes

Absence and Wellbeing, Staff – minor changes

Intimate Care – no changes

GQ:

Can HT please confirm that there are enough facilities to accommodate all the children in school and those coming to school in September especially in primary, who will need the personal care. Kate confirmed that the LA have agreed to fund another Personal Care room in the 'New Build', and this will be sufficient (along with the High Needs Room we already have) for the number of pupils we will have in September. It is Personal Care staff that we might be short of.

The policy was approved.

Headteacher's Report

Staff Attendance:

Teaching staff – 5.69% absence

Teaching assistants – 7.70% absence

Support staff – 2.9% absence

GQ: TA absence seems high? There are some long term medical absences which account for this.

There were no further queries that are not dealt with in these minutes under separate headings

Staffing

We are short on TA's due to staff leaving, primary is particularly affected.

GQ: Is it affecting the pupils' education? No we are using supply staff to fill the gap.

Where teacher's have left and we have been unable to employ replacements we have had to use the dedicated Supply Teachers we employed last September, which has meant that we do have to employ agency supply.

- Secondary need 5 new teachers to start in September,
- primary need 2 new teachers
- An NCT Teacher has been appointed to start in September in Primary

Finance

Nicki agreed to monitor the SFVS on behalf of Governors Needs doing by 30 March.

Nicki has subsequently confirmed that this was done satisfactorily and Business Manager was able to submit it to LA by 31.03.2024

Curriculum: Maths and English Autumn Data

There was prolonged discussion around this which resulted in the following:

- Governors must come into school and ask the teachers any questions they need to in order to understand what they are seeing
- HT will provide Governors with more information/crib sheets to help their monitoring*
- Subject Leads produce reports – Governors will be sent these in future.

* *These were subsequently emailed to Governors*

Health & Safety

The school employs a consultant to ensure we are up to date with all matters relating to Health & Safety. The last assessment was satisfactory, with only one or two minor details that needed attention.

Monitoring

- Sofia has agreed to monitor the teacher and TA interviewing processes.
- Governors have been asked to pop into school more regularly to monitor various aspects of the school.

Safeguarding

Main 3 ongoing issues whole school:

- Online bullying outside of school via social media-Group Chats
- Cause for concern-emotional-changes in behaviour, poor mental health, anxiety, self-harm
- Inappropriate name-calling, language or comments of a sexual nature

Data Protection

There were issues to report to Governors

Staff Wellbeing

No issues

Governance Matters

Clerk took photos of Governors for new lanyards.

AOB

HT put forward a proposal to governors to consider new school hours for Primary:-

The main driver for this proposal is that our primary pupils are tired by Friday and struggle to attend to their learning. We also have fewer TAs working in primary on a Friday, so it is more difficult for staff to capture pupil learning.

GQ: Why only Primary? Are the pupils/staff across the other phases affected by Friday afternoon? HT explained that it will only be for primary at this time. As a result of TA staffing shortages we have closed 8 primary classes over 3 days this school year. We should have 26 TAs in primary, we currently employ 19. With often 2+ TAs per day absent in primary due to illness, this pressure is exacerbated. The absence of PSA's also heavily impacts TA staffing in primary.

GQ: Will the TA contracts need amending? There will be no change to teacher and support staff contracts. Teaching assistants can opt for a reduction in contract and start school at current times (8.45) OR maintain their contract and start work 30 minutes earlier. We would prefer the latter.

GQ: Will there be a financial implication? There would be a predicted financial reduction in school spending of £17,000 per year from reduced staffing (TAs), as we currently employ 4 supply TAs per day in primary; and energy bills.

Governors agreed HT will consult with staff*.

** HT's consultation with staff resulted in the majority supporting the proposal. Governors were informed of the result and subsequently agreed (email responses from governors) that she can inform the Primary parents of the proposals.*

Meeting ended 8:00 pm
Next Meeting : 7 May 2024