



MINUTES OF THE MEETING OF THE GOVERNING BODY
held at Grand Avenue School on
Monday 26th September 2022 @ 5pm

Constitution, membership and attendance

LA – 1	COOPTED – 8		PARENT – 2	STAFF – 2
Mrs Julie Thomas	Mrs Jenny Gresson (Chair)	Mr Richard Newman	Mrs Mandeep Rai	Mrs Margaret Barrington – Head Teacher (ex officio)
	Mrs Cath Tanner	Ms Michele Harris	Mr David Magee (Vice Chair)	Mrs Angela Dumpleton
	Mrs Archika Kumar	Mrs Hannah Newell		
		Mrs Alexis Orlovac		

Also attended:

Associate Members: Ms Anna McKenna (AM), Mrs Shona Pitcher,

Clerk/Minutes: Miss Lucy Richards

Bold = absent

Item	Meeting started 5.10pm Update on change in Governing body Welcome to Margaret and Shona in new roles as Co-Headteachers	ACTIONS
001	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Richard Newman Archika Kumar Hannah Newell David Magee Mandeep Rai	
002	DECLARATION OF BUSINESS INTERESTS	
	None	
003	OBSERVERS	
	None	
004	MINUTES OF THE LAST MEETING HELD ON 4 JULY 2022	
	The Minutes were approved and agreed to be an accurate and true record of the meeting.	
005	MATTERS ARISING	
	Brief discussion on training and booking via CPD online due to changes in online platform. <i>Action review:</i> Discussion re booking CPD sessions and process.	
006	GOVERNOR MATTERS	

Signed/Initialled (Chair of FGB Committee): *JS*

Date..... *7.11.22*

	<p>a) Appointment of Chair and VC – JG to continue. DM to be VC.</p> <p>b) Governor Healthcheck – All Governors to have one question to focus on for the year. Governors present chose the questions they wanted to focus on.</p> <p>c) Declaration of Interests – form for completion</p> <p>d) Training courses – training attended/to be attended discussed. CPD schedule p5-6 advises which training to attend. It was discussed and 3 x training sessions per year, as a minimum, felt achievable. Governor question: Were the Board happy for Michele and Jenny to make training recommendations to all? Response: Overall, everyone was happy with this. It was noted that it can be difficult to get a place as courses fill up quickly. It was agreed and noted that some repeat only annually.</p> <p>e) Exit interview – Gemma Sergejev – this was a very positive interview and it was noted that Gemma will be missed but the school wished her every success in her new role. Areas for improvement suggested by Gemma and discussed were regarding support in Reception. Gemma recommended putting in place extra staff at beginning of term as knew most of the children coming in who required support and had packages already in place and therefore additional funding. It was noted that some children have come in during a school year and don't always have information with them. Governor question: Governors asked what the ratio of staff to children was. Response: Ratio – 1:13 in Nursery – depending on qualification. 1:30 in Reception. However, we have always had an additional support in each Reception class and with the 30 hours provision we are able to have additional staff in Nursery.</p> <p>f) Governor visits/year groups - TORS updated and year groups changed. All governors were asked to ensure they signed the Governor book when come in for visits. Clerk advised that there is AfC training available for Focused Governor Visits.</p> <p>g) Date of 2022/23 meeting dates – confirmed.</p> <p>h) Governor skills audit – Summary: average of 3's – the middle band. Felt this is a good outcome. <i>Comments on returns:</i> Mentoring and support – like to have for new Governors Whole board training – this will be covered by Away Day</p> <p>i) TOR's and Committee membership – document was discussed and updates to be made accordingly.</p> <p>j) Governor Code of Conduct – document to be read and sign list to confirm read.</p> <p>k) eNews/termly newsletter- Areas of note. Discussion re exclusions (6/9/22). SPARK guidance on Head Teacher appointment (13/9) Important updates (13/9) specific reference to school uniform and also funding for disadvantaged children. Online safeguarding – course 6th December.</p> <p>l) Governor's corner – all to write a post for the newsletter.</p> <p>m) Governor Away day – provider has asked for details on Governors and length of term and also which committee chairs have completed Leading in Governance training.</p>	<p>JG to email Governors with suggestion for Healthcheck question to allocate.</p> <p>Michele and Jenny to make suggestions on training needs.</p> <p>Clerk to book training for Julie on New Governors Induction – Nov 22 and Focused Governor Visits.</p> <p>Email to all regarding Focused Governor Visit training.</p> <p>Flag up online training for Online Safeguarding training on 6th December.</p> <p>Send proforma for Governor Corner. Jenny to do first report.</p> <p>Check for Angela's Governor's Corner.</p>
007	VOLUNTARY FUND UPDATE	.
	A letter will be sent out this term to parents explaining where money has been spent and requesting a donation this year. It was noted that this was not asked for last academic year.	

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008	<p>HEADTEACHER REPORT – WRITTEN</p> <p>Since the report has been completed there have been more children joining the school. Have gone over roll in Year 1 and Year 4. However, Year 1 will see a child leaving in December due to relocation.</p> <p>Governor question: Is there a limit on the number of 30 hours children nursery can take? Response: No, there is a lot of space with two rooms so we could take all 52 children all day.</p> <p>Governor question: Are there any issues with not offering wrap around care? i.e., breakfast club/after school club for nursery children. Response: Not at the moment but if it was felt that numbers were dwindling in the future due to this then it may be reviewed.</p> <p>PPG numbers look lower this year compared to last year. However, new nursery and reception children have not yet been added. Once they are added in it is expected the number to be more similar.</p> <p>Attendance was lower last year than previous year. It was noted that the previous year was obscured due to Covid. There was a lot of illness last year as children were mixing again.</p> <p>There are a handful of children from whom school request medical evidence of absence due to sickness. This has improved on previous years.</p> <p>Governor question: Unauthorised absences – there are still a number of these as expected. What is this due to.? Response: This is partly due to a reluctance to send children back after Covid and also taking children out of school for holidays.</p> <p>Governor question: The external agencies, in particular the Educational Wellbeing practitioner, how many children are they able to support? Response: Drama therapy and Art therapy. 4 children in one group this year. Last year was 6. It varies depending on needs each year. It was noted that this is a free service.</p> <p>Governor question: Are the number of ESTA children rising? Response: Officially, the school can only have 8 children part of ESTA. The Service Level Agreement says can support up to 20 but difficult to cap as some will have ECHP and would need this support. To be named as part of ESTA needs to be capped at 8.</p> <p>PPG – other than year 3 PPG children, (now Year 4) the attainment gap has closed between non-PPG and PPG children. These children remain a focus for this year. It was noted however, that if last year's Year 3 (now Year 4) are included it reduces projected attainment across the board.</p> <p>Governor question: Numbots – will this progress throughout school? Response: This is being reviewed by Katie. However, it is mainly aimed at younger children and supports with fluency. Mathletics is being used from Year 2 and upwards.</p> <p>Governor question: Are there visits to historical places – at various different ages. Response: The children have the opportunity to visit various different places and there will be trips which attach to their topic areas/focus for that year.</p> <p>KS2 outcomes very pleasing. Children did very well and made good progress during the year. Compared to the previous year, the number of children who had low previous attainment was high, 20 this year against only 6 in the previous cohort. However, the attainment outcomes are very similar.</p>	
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	<p>New staff have settled really well. Children are settling in very well. There is a workshop being run for parents/carers who are having issues with separation in the morning at drop off.</p> <p>Assembly programme – there is no whole school assembly as yet. The school will aim to do this once or twice a year.</p> <p>It was felt that the children need to get used to being in larger groups as last couple of years have kept groupings smaller due to COVID restrictions. Also the new children in Reception need time to settle in.</p> <p>Parents have been invited in to see children perform in assemblies on Friday mornings and it was noted that parents are very happy to be coming back into school.</p> <p>There are Welcome meetings for each year group happening. Trying to record and upload for parents/carers who have been unable to attend.</p> <p>Governor question: It was noted that there are two defibrillators in school, one in pool area and one in the office. Is anyone at OSC trained to use this? Response: Yes, there are people trained. However, you don't actually need training to use the equipment as there are explanatory notes on the equipment and it's quite straightforward.</p> <p>Safeguarding – It was noted that Governors have a responsibility to check teaching staff have read Keep Children Safe in Education. Teachers will sign electronically and have received training on this which supported the reading of the document following this training.</p> <p>Jenny will sign off the list of staff signatures when she has her termly visits to review central register.</p> <p>Studio – finished and is in the process of being furnished. There will be a Grand opening soon.</p> <p>Data – progress measures PPG children are making good progress. Writing – the outcomes here were lower and so there will be a focus on this. Year 4 is biggest concern.</p> <p>This is the last time data will be received in this way as the system used will be different. The new system, SONAR, will show data in a different format.</p> <p>Data for Year 1 children is going onto new system. Lower EYs data as of the 17 areas they need to perform in to achieve Good Level of Development (GLD) they may miss the level of achievement in just one area. This is difficult as some areas are not areas that they would be assessed on further in their school career.</p>	
009	SIP REPORT	
	<p>Key people groups – asking Governors to be aware of diverse ethnic achievement. Which teachers would be responsible for this: Rosie Holdaway, Sophie Clift, SLT</p> <p>Governor question: Is there someone has the brief of racial equality Response: Yes, this is Rosie Holdaway.</p> <p>Michele – will meet with Rosie and discuss data from HT report.</p> <p>SEND – Cath is meeting with Carrie soon.</p> <p>JG is meeting with Agnetha to discuss PPG on 4th October.</p>	<p>MB to collate data to support meeting with MH and RH.</p>
010	SDP AND VISIONING	

Signed/Initialled (Chair of FGB Committee):

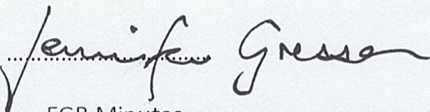
Date.....7.11.22.....

	<p>It was felt that the Vision meeting was useful. SDP – this has been slimmed down. Previous planning had to incorporate Covid measures. It was felt that there is a need to reunite school as staff have been fractured whilst working in bubbles.</p> <p>Governor question: Behaviour – has the school seen a deterioration here? Response: It was felt that the stamina for learning was lower than previous years. If not directed children quickly became cross with each other. It was noted that it appeared that children were more accepting of their peers fighting with one another than previously and relied on the intervention of adults to deal with conflict. The school are trying to develop toolkits for children to be able to resolve disputes independently. It has been pleasing to see that children in EYs are coming in and playing more with each other. (This is specifically noted in younger years.)</p> <p>Governor’s section of the SDP: 7.2 – GAP project is ongoing and this will remain.</p> <p>Wellbeing will remain as a priority in bringing the school back together. Steering group to write draft governors’ section of SDP.</p>	<p>JG to send email to staff thanking them for their time at the Vision meeting.</p>
011	SAFEGUARDING	
	Covered in HT report.	
012	NEW BUILD UPDATE/RECENT REPAIRS	
	See HT update. Governors would like to record their special thanks to the School Business Manager, Hannah Gamble, for her tireless work on the new build.	JG to write to Hannah to express FGB thanks.
013	ANY AGENDA ITEMS FOR NEXT FGB	
	Pay Policy	
014	AOB	
	Governors are invited to attend the Harvest Festival -20 th October at 9.30.	LR to email all Governors to extend invitation.
015	SCHOOL COUNCIL	
	This is being run by Sophie Clift this year. The Council have not been selected yet.	AM to ask SC for dates once have been agreed.
016	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes.	
017	CLOSE OF MEETING: 7.10pm DATE OF NEXT MEETING: 7th November 2022	

Signed/Initialled (Chair of FGB Committee): JG

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MEETING DATE	ACTION	OWNER	COMPLETED
26th Sept 2022	Email Governors re Healthcheck questions	JG	Yes
26th Sept 2022	Make suggestions on training to complete	JG/MH	
26th Sept 2022	Booking training for Julie on New Governors and Gov visits	LR	Yes
26th Sept 2022	Email re Governor visits	LR	Yes
26th Sept 2022	Highlight online Safeguarding training -6th December	LR	
26th Sept 2022	Issue proforma for Governors Corner/Find Angela's GC contribution	LR	
26th Sept 2022	Share data re racial equality with MH	MB	
26th Sept 2022	Note to staff regarding Vision meeting	JG	
26th Sept 2022	Email to Hannah Gamble re studio	JG	
26th Sept 2022	School Council dates shared - when available	AM	

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