



**MINUTES OF THE MEETING OF THE GOVERNING BODY
held at Grand Avenue School on
Monday 23rd January 2023 @ 7.30pm**

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 Leigh-Anne Smith	Mrs Alexis Orlovac		

Also attended:

Associate Members: Ms Anna McKenna, Mrs Shona Pitcher, Mrs Shamama-Tul-Amber

Clerk/Minutes: Miss Lucy Richards

Bold = absent

Item	Meeting started 7.33 pm	ACTIONS
039	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Leigh-Anne Smith Michele Harris Hannah Newell Mandeep Rai	
040	DECLARATION OF BUSINESS INTERESTS	
	None	
041	OBSERVERS	
	None	
042	MINUTES OF THE LAST MEETING HELD ON 7th NOVEMBER 2022	
	The Minutes were approved and agreed to be an accurate and true record of the meeting.	
043	MATTERS ARISING	

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

Date: *15.1.23*

	<p>Governor question: Has a school council date been agreed as yet? Response: Yes, there has been a meeting.</p> <p>Governor question: What has happened regarding the PPG review? (AFC were unable to attend at the last minute). Response: Agnetha, Mary and Shona carried out a learning walk as well as a staff voice and a pupil voice. There will be a report with a summary of observations, feedback and next steps. This report will be shared with the governors when available. There were no particular areas of weakness uncovered.</p> <p>It was noted that attendance and punctuality is an area for concern in this group. Absence from school has a knock-on effect with children's learning. School are working with children and families to address this.</p> <p>Governor question: Has there been any feedback or are there any updates from sending photos of cars to police. Response: Yes, the problems seem to be reducing. The staff are walking outside school in the morning to encourage families to use the pedestrian crossing instead of crossing the road.</p> <p>Outcomes report – from next year children assessed at end of reception and then next will be end of KS2. This hasn't been confirmed but this is the suggested process.</p> <p>Two staff were successfully assessed to be moderators.</p> <p>Following up on whether school track changes over time. Data is collected over time for KS1 and KS2. This can be looked at in more depth in C&C.</p> <p>Item 031 – reminder to Governors to take a photo when they are coming in and send to clerk.</p> <p>Website – Alexis has reviewed the website and noted updates to be made.</p> <p>Communication strategy has been written and this was agreed to be added to R&F agenda for February.</p> <p>The reflecting realities timeline is up on the wall leading to the year 4 classrooms and staff room. This is high on all schools and AFC agenda. It is important for all schools to consider the Equalities agenda.</p>	<p>Ask Sophie for school council dates - LR</p> <p>Add PPG report to C&C agenda for February.</p> <p>Add Data over time – to C&C agenda for review.</p> <p>Alexis to send list of items on website to update.</p> <p>Add school communication strategy to R&F agenda for February.</p>
044	GOVERNOR MATTERS	
	<p>a) Training courses –</p> <ul style="list-style-type: none"> • Network meeting – Jenny • Focused Governor Visits – Julie and Mandy – it was noted that this would be a useful to attend prior to making any school visit. • Directors Termly briefing – Jenny <p>b) Governor visits –</p> <ul style="list-style-type: none"> • EY – Jenny • Year 3 – writing – Jenny • English Coordinator (Sophie Clift) – Jenny • Nursery – Richard Newman • TA visit – Jenny and Michele. Discussing well-being. This was a very positive meeting, the TA's who attended said that they felt well supported and had access to planning and had time to plan. It was stated that everyone was very welcoming and supportive throughout the school. 	<p>Getting to Grips with Governance -send information/dates to Shamama.</p> <p>Julie, Richard, Alexis and David need to visit school.</p> <p>Cath to do write ups and Exploring Cultures.</p> <p>Ask Mandy to drive forwards the</p>

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	<p>Governor question: What is the difference between a senior TA and a HLTA? Response: A HLTA can plan and teach a class, they have the qualification. This is different to Apprentice TA's and senior TA's. The senior TA role is applied for with the expectation that they take on appraisal of staff and take on short term cover (this is written in their contracts). They don't teach a class but can supervise with planned work. A TA can supervise a class. Apprentice TAs are not left to cover the classes.</p> <p>It was mentioned that additional time for planning would be helpful. It was noted that all TA staff do get an hour of planning time for per week.</p> <p><i>Visits with Coordinators better to be carried out Tuesday, Wednesday and Thursday as there are extra adults in the year groups on those days.</i></p> <p>Working parties</p> <p>Governor Visibility – Governor's display board has been updated. Governor Forum date to be organised. Newsletter – will send info to Caroline.</p> <p>Governor Risk – (Julie, Jenny, Hannah, Richard) met twice and have completed a SWOT analysis and agreed a new template.</p> <p>Governor question: Do many other schools have a risk analysis? Response: Academies have to and their Risk register is owned by the trust. Schools don't tend to and have only found a couple of examples to support.</p> <p>eNews/Termly newsletter</p> <p>8th November – Kingston SEND Ofsted revisit. Has information on how Kingston is judged by Ofsted. Included full CPD schedule. AFC resources for PPG. 10th January – information on SG and well-being training. This included all dates for training.</p> <p>Governor question: Reflecting Realities – does the school have enough resources to support this project.</p> <p>Response: Yes, the school have invested heavily in the Power of Reading scheme</p> <p>Other writing resources are available e.g., clickr8 which is a computer based in-depth tool to support writing – esp. for dyslexic children.</p> <p>High quality texts are used to inspire the writing.</p> <p>School will take part in the AFC SPARK book awards again; the children read the books and then vote for their favourite. All the books chosen are mindful of the community of Kingston, cultures, family setups etc.</p> <p>The staff choose one book from the SPARK book list to focus on throughout the school. This year the focus is on poetry.</p> <p>It was noted that it is difficult to find up to date high quality non-fiction books for younger children.</p> <p>Phonics development day with trainer from Read, Write Inc to support and further develop. The school will look at introducing a planned story time.</p>	<p>Governor visibility working group.</p> <p>Send the proforma to all on working party.</p>
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Signed/Initialled (Chair of FGB Committee):*LS*.....

Date *15.5.23*

	It was noted that some children are judging older books by the dated covers. But when they are reading them, they are enjoying them.	
045	GOVERNOR HEALTHCHECK	
	See report for updates	
046	HEADTEACHER REPORT – WRITTEN	
	<p>Data dashboard – has all information that Governors need as an overview. This is a snapshot of the school on one page and then can use supporting documents to delve into more detail.</p> <p>1. SDP priorities (COLUMN 1) This is a snapshot of what was achieved last term. This will change each term. Underneath are the documents to support this if more information is required. This should be referred to C&C for further details/questions.</p> <p>2. SEF judgements (COLUMN 2) This includes funding allocations and workforce numbers. This should be referred to R&F for further details/questions.</p> <p>3. Survey results (COLUMN 3) Full reports are saved if required. Governor question: Is the survey anonymous? Response: Yes, however, they can leave their names. It was noted that the role is known. This should be referred to C&C for further details/questions.</p> <p>4. Absence, Behaviour and SG (4th COLUMN). There is a trend so can look back over time to see any trends. It was noted that language has changed and it is suspensions or a permanent exclusion. Governor question: What kind of issues are logged? Response: This is usually instances of swearing, hitting and incorrect language. SG – can see numbers on CP plans, CIN. This should be referred to C&C for further details/questions.</p> <p>5. 5th column - Context Governor comment: The report should include a success column to gather all the good news stories and they emerge and the result will be a good catalogue of successes.</p> <p>Achievement dashboard – this is a snapshot of data at the end of the year. 2018/19 is last validated data. Have included unvalidated data. Dashboard shows snapshots and then use the reports which hold the additional information if required. Governor question: Do children get mentioned in the Newsletter. Response: Yes – when they have carried out an event etc.</p> <p>Outcomes – using SONAR system- Primary Age-Related Overview report – this is teacher judgement. There will be another update of data after February half term.</p> <p>SDP – If started – green, if in progress – Autumn review – picks out colour coding and puts detail in.</p>	

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	<p>CORC Survey for Year 5 – the school have unpicked some of the data a little further as some results were lower than average. These results came back positively and any areas that were noted can be targeted.</p> <p>Governor question: Are concerns that children are having exacerbated by social media? Response: This can be along with other issues, left out of friendship groups, what they wear on non-uniform days, testing e.g., SATS, year 6 moving to new schools and in general the future.</p> <p>Noted that some natural actions can cause issues/anxieties – e.g., when children are asked to select a partner. Teachers are now choosing talk partners for children to ensure children don't feel worried that they won't get chosen.</p> <p>It was noted that this was a great format and Governors asked if this was easier to pull together. Response: Yes, much easier once the initial format was put in place.</p>	
047	SDP UPDATE	
	<p>Target 7 – Governor's target. Outlines who should be doing what and when.</p>	Review Target 7 at next FGB. Add to agenda.
048	SIP REPORT	
	<p>This was reviewed and noted that there is evidence of the use of vocabulary in school.</p> <p>Governor question: How do we compare with other schools in respect of boys taking part in singing? It was noted that in another school a number of children were taken to the 02 to participate in a choir. This particular school has a boys' choir as well as a long singing tradition. This is only one school and has a music teacher who runs the programme. Response: There is capacity issue, number of children, members of staff running the choir. The school has looked at this and wondered how they can encourage the boys to join.</p>	
049	PAY POLICY REVIEW	
	<p>This has been updated and some changes made, these have been highlighted in green in the report.</p> <p>Governor question: Did we use this policy when we did the last years pay review? Response: Yes, however it wasn't quite so succinct as this version.</p> <p>The section regarding UPS has changed. The changes states that it has to be substantial leadership role across the school. This can depend on what is available project/role wise in school to fulfil this requirement at the time.</p>	
050	FEEDBACK FROM COMMITTEES	
	<p>a) and b) These will be reviewed in relevant committees. c) Pay Committee minutes – for everyone's review</p>	
051	SAFEGUARDING	
	Nothing to add further to the dashboard.	
052	ACADEMY UPDATE	
	No updates.	
053	ANY AGENDA ITEMS FOR NEXT FGB	
	None	

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054	AOB	
	<p>Planned strikes: A number of members of NEU union intend to take strike action on 1 February 2023. Staff aren't obliged to tell the school is they are striking but the school have spoken to the Union representative in school and the staff will advise if they will be striking or not.</p> <p>8-10 teachers will possibly be striking and it is looking likely that the school will need to close classes. The school will carry out a risk assessment as to whether any children need to be invited in. A communication will be sent out to parents on Wednesday this week advising if their children's class will be closed.</p> <p>There are further strike dates announced but if was felt that the unions won't all follow any further dates that are planned.</p> <p>Governor question: How would decide who would be invited into school if the strikes go ahead? Response: The school will look at families/children's individual circumstances and invite personally.</p> <p>If there are cover staff, then they can cover the classes if this is their usual work.</p>	
055	SCHOOL COUNCIL	
	<p>One meeting has happened and will request dates. The children have started to look at a children friendly version of SDP.</p>	
056	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes.	
057	CLOSE OF MEETING: DATE OF NEXT MEETING: 6th MARCH 2023	

MEETING DATE	ACTION	OWNER
23-Jan-23	Request school council dates from Miss Clift	LR
23-Jan-23	Add PPG report to C&C agenda - February	LR
23-Jan-23	Data over time - add to C&C agenda	LR
23-Jan-23	Alexis to send list of website actions to LR	AO
23-Jan-23	Add school communication strategy to R&F for February	LR
23-Jan-23	Send training dates to Shamama	LR
23-Jan-23	Governors' visits to be completed	JT, RN, AO, DM
23-Jan-23	Write up training/visits	CT
23-Jan-23	Ask Mandy if she'd like to move forward the Governor visibility working group	LR
23-Jan-23	Send proforma of RA from Risk working party to all.	SP/LR
23-Jan-23	Add SDP target 7 review to next FGB	LR

Signed/Initialled (Chair of FGB Committee):

Jennifer Green

Date: 15. 5. 23