

The Royal Borough of Kingston Upon Thames



MINUTES OF THE MEETING OF THE GOVERNING BODY
 held at Grand Avenue School on
 Monday 6th March 2023 @ 7.30pm

LA-1	CO OPTED 8		PARENT -2	STAFF 2
Mrs Julie Thomas	Mrs Jenny Gresson (Chair)	Mr Richard Newman	Mrs Mandeep Rai	Mrs Margaret Barrington Co- Head Teacher (Ex Officio)
	Mrs Cath Tanner	Ms Michele Harris	Mr David Magee (VC)	Mrs Angela Dumbleton
	Mrs Archika Kumar	Mrs Hannah Newell		
	Mrs Alexis Orlovac	Mrs Leigh-Anne Smith		

Also attended:

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

Clerk/Minutes: Miss Lucy Richards

Bold = absent

ITEM	MEETING STARTED AT: 7.30pm	ACTIONS
058	APOLOGIES FOR ABSENCE ACCEPTED	
	Julie Thomas Richard Newman Hannah Newell Mr David Magee Mrs Shona Pitcher	
059	DECLARATIONS OF BUSINESS INTEREST	
	None	

Signed/Initialled (Chair of FGB Committee):

Jenny Gresson

Date: *JG*

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060	OBSERVERS	
	None	
061	MINUTES OF THE LAST MEETING HELD ON 23rd JANUARY 2023	
	The Minutes were approved and agreed to be an accurate and true record of the meeting.	
062	MATTERS ARISING	
	<p>Follow up on dates for the School Council.</p> <p>Communication strategy – suggested to go onto the website and include in the new joiner pack.</p> <p>ITEM 044</p> <p>Governors were reminded to make their visits on Tuesday, Wednesday or Thursday as staff can be released easily. A further reminder for Governors to have their picture taken with the children for the Governors board.</p> <p>Risk Assessment Working Party – This is in progress, and needs a governor to lead on it.</p> <p>Governor Visibility Working Party – also needs a governor to lead on this.</p> <ul style="list-style-type: none"> • School Council – need a date, Cath to follow up. • Governors Board (banner and school statement needed) • Governor Parent Forum (Anna and Jenny are arranging) • Section in Newsletter when have been into visit (Email to Caroline) <p>Guest readers are coming in to read stories to Nursery children. Governors are invited to come in if they would like to read a story.</p> <p>Pay Policy review – has been finalised and staff will be notified.</p> <p>Strikes – only one teacher took part in industrial action last week and this absence was covered by cover staff and SLT members. It is unknown about upcoming strikes on 15th/16th March.</p> <p>Data over time – this was a request from a Governor to see trends over a period of time. This will be added to the next C&C agenda.</p>	<p>LR to get dates for school council meetings.</p> <p>Governor needed to lead on the RA working party.</p> <p>LR to email re banner costs.</p> <p>Date for Governor/Parent Forum.</p> <p>Add data over time to next C&C agenda.</p>
063	GOVERNOR MATTERS	

Signed/Initialled (Chair of FGB Committee):

Jennifer Gress
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	<p>a) Training courses</p> <ul style="list-style-type: none"> • Alexis attended a Mental Health Course which was very good. School has a Mental Health Lead, Jane Pidduck. There is a working party who looks at policy, what other plans can be put in place. • Julie – Safeguarding training. See separate write up. • Leigh-Anne – New Governor training which was very useful. So much has come together since previous term as a Governor. This was impactful coupled with the Governor Away Day. <p>b) Governor visits</p> <ul style="list-style-type: none"> • Richard – PE visit with children. • Julie – Year 2 visit and met with the Computing Coordinator. <p>c) eNews/Termly newsletter</p> <ul style="list-style-type: none"> • 7th Feb - CPD training on curriculum coverage in schools. • 21st Feb – new code of conduct and procedures for setting fixed penalties for taking children out of school in term time. • Writing in schools – lots of suggestions on how to support handwriting. • New DfE guidance on physical force. School refer to this as restrictive intervention. <p>Costs have increased however, not necessarily receiving more money towards these things. E.g., school meal costs have increased but no additional funds have been provided.</p>	
064	GOVERNOR HEALTH CHECK	
	See document for updates	
065	HEADTEACHER DASHBOARD - VERBAL UPDATE	
	<p>No changes to the report since this was shared.</p> <p>There has been some analysis in respect of PPG and club attendance.</p> <p>There are 624 children in school who are eligible to attend clubs 62% of children take part in a club. 98 of those who attend are PPG children, therefore, there are at least 70 children who attend at least one club.</p> <p>The school ratio is 15% PPG children. There is a 16% uptake of PPG children in clubs. Some children are paid for, some go to free clubs, and some their parents pay for them.</p>	<p>Show SONAR at FGB session</p>

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	<p>In addition, the school looked at the number of boys v's girls attending clubs and this is approximately 50/50. Following on from discussions at C&C the school had confirmed that they can add school judgements and SATs results to the dashboard.</p> <p>It was noted that there is positive progress with improvements in reading, writing and maths. There are some notable improvements in writing which is a focus for the year.</p> <p>Governor question: Are there some year groups where the progress is better than others? Response: Yes, will bring SONAR to a session and this will give some good insights.</p> <p>Parent questionnaire – this is on SLT agenda to discuss what questions to ask and this is planned to be sent out at the beginning of next term.</p> <p>Attendance: It was noted that there is a lack of EWO support from the borough. PPG families with low attendance are having face to face meetings, with most families being supportive of this approach.</p> <p>Governor question: What is the main reason for the higher absences? Response: It is illness and unagreed holiday. The school is showing parents the impact of absence from school in the longer term. Governor question: Are the illnesses genuine? Response: Yes, for the most part but then there may be some patterns.</p> <p>EWO (Educational Welfare office) are doing the bare minimum as resources have been slimmed down and if the school does require any extra support this would have to be a service that is bought in.</p> <p>The school is trying to put in place some early interventions but due to timings these absences are missing thresholds. It was noted that missing odd days means that you will miss lots of different elements of learning.</p>	
066	SDP UPDATE	
	<p>There was a discussion around the well-being question being included on the Governor visit proforma. It was felt that this did not need to be included as the visiting Governor will get a strong indicator from meeting with a teacher or coordinator without asking a specific question. It was felt that there may be issues not related to school and workload i.e. outside issues. It was noted that exit interviews are usually extremely positive and are usually due to promotion or relocation</p>	<p>Check proforma.</p> <p>MH team – look at the chart from Alexis' training session.</p> <p>MB to add in updates to SDP and send to JG.</p>

Signed/Initialled (Chair of FGB Committee):

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	<p>When Jenny and Michele spoke to TAs it was felt that there was a positive feeling amongst this team.</p> <p>Governor question: Is there anything Governors need to do? Response: It was felt that Governors are supportive. Perhaps using the charts from the training that Alexis had attended might be useful and this will be actioned by the MH wellbeing team.</p> <p>Co-headship is working well and there is a strong feeling that there isn't any difference in how the school is run.</p> <p>Leadership and Management –</p> <ul style="list-style-type: none"> • GAP project – Jenny has spoken to AA and review has been shared. • SEN - Cath meets regularly with the SEN team. • Equalities - Michele met with Rosie. There has been some additional guidance for what should go into the Equalities plan. <p>Governors CPD – add in Governor visibility MH team – look at the chart from Alexis' training. MB to add in updates and send to JG.</p>	
067	FEEDBACK FROM COMMITTEES	
	<p>a) C&C – excellent feedback from maths coordinators, Governors said this was a very interesting and insightful session.</p> <p>b) R&F – advice on teachers and support staff salary pay increase awards has changed so additional work is being carried out on the budget and will impact the estimated deficit. The Government had NOT indicated that some funding would be given, this is to be confirmed. This would have an impact on the deficit.</p> <p>c) Voluntary Fund – there are now Governors who can sign cheques and are considering the letter to be sent out. The wording is being drafted. It was suggested it would be beneficial to show the impact of where donations would go.</p> <p>Furniture for the studio has been ordered. The electronic equipment has not yet been agreed on.</p> <p>It was suggested that there is a Voluntary fund board situated in the entrance. Showing items that the fund has/could support.</p> <p>Other items that the school could use help on funding it with cookery ingredients, this was a specific ask for Reception but may be useful across the years. Is this something that GASPA could support?</p> <p>It was noted that Nursery parents have a fund set up and they donate a set amount per period. How did the nursery get a £5 fund set up??</p>	<p>LR to find out about Nursery fund from parent group</p>

Signed/Initialled (Chair of FGB Committee): *Janine Gresser* 5

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068	SAFEGUARDING	
	No further updates. SG walk – Jan 23. Very positive walk, there were no concerns at all. Children were asked questions and were able to respond well showing that they are being taught and understood where they could go if they had any issues.	
069	SFVS UPDATE	
	Archika is working on this.	
070	ANY AGENDA ITEMS FOR NEXT FGB	
	Budget only. It was noted that the budget has been received from the LA and the additional funding which has been mentioned has not yet been included. Must have PPA cover and one teacher per class. If a job share then there is no PPA cover and there can be no overlap of days worked and so there is no additional person required. How many part time teachers? Each year group has an equivalent of three mornings a week and one afternoon. 50 applications for nursery so far for 52 places. Reception – 87 requests for first preference – 300+ for all preferences. Secondary schools – all children bar one have been offered a secondary school place. There are a number of children across the borough who don't have a place and the borough was oversubscribed in total. Advising schools to over offer. Definite date for opening of the new school at King Charles. This has been delayed.	
071	AOB	
	None	
072	SCHOOL COUNCIL	
	None	
073	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes	
074	CLOSE OF MEETING: 9.01pm DATE OF NEXT MEETING: 20th March 2023	

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MEETING DATE	ACTION	OWNER
06-Mar-23	School council dates - obtain	LR
06-Mar-23	Governor needed to lead RA working party	ALL
06-Mar-23	Banner costs for Governor Board	LR
06-Mar-23	Date for Governor/Parent forum	JG/AM
06-Mar-23	Data over time - add to C&C agenda	LR
06-Mar-23	Add SONAR to next FGB	LR
06-Mar-23	Check if proforma includes question on MH	LR
06-Mar-23	Update SDP and send to JG	MB
06-Mar-23	Nursery fund - make enquiries	LR

Signed/Initialled (Chair of FGB Committee): *Jennifer Greer*

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