



MINUTES OF THE MEETING OF THE GOVERNING BODY
 held at Grand Avenue School on
 Monday 22nd January 2024 at 7.30pm

LA-1	CO OPTED 8		PARENT -2	STAFF 2
VACANCY	Jenny Gresson (Chair)	Richard Newman	David Magee (VC)	Margaret Barrington Co- Head Teacher (Ex Officio)
	Alexis Orlovac	Michele Harris		
	Archika Kumar	Hannah Newell		
	Connor Adams	Shamama Tul Amber		
	Ada Massett			

Associate Members: Shona Pitcher, Matt McHale

Clerk/Minutes: Miss Lucy Richards

Bold = absent

ITEM	MEETING STARTED AT: 7.30pm	ACTIONS
019	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Connor Adams Hannah Newell	
020	DECLARATIONS OF BUSINESS INTEREST	
	None	
021	OBSERVERS	
	None	
022	MINUTES OF THE LAST MEETING HELD ON 6th NOVEMBER 2023	

Signed/initialled (Chair of FGB Committee.....) JG.....

Date.... 4.3.24

FGB Minutes

22nd January 2024

	These were agreed to be a true and accurate record of the meeting held.	
041	MATTERS ARISING	
	<p>There has been no response as yet from Ed Davey regarding the parental leave following the letter sent by Margaret. However, he was present at a recent HT meeting and acknowledged the issues that this would cause the teaching profession.</p> <p>TORS updates: PPG Governor – Hannah Early Years – Ada will be the EYFS Governor.</p> <p>Governor visits – request for Governors to visit their allocated year groups.</p> <p>Behaviour Hub – an action plan focussing on behaviour has been written. One of those actions was to update the Behaviour policy which has been completed.</p> <p>Governor question: Is there an update on the acoustics in the main hall? Response: The SBM is waiting for an update on this.</p> <p>Complaints Policy – this is currently on a two-year review cycle. However, it was discussed at recent training session that this should be made an annual review.</p> <p>EIF training – flagged that this would be useful for Governors to attend. The appointment of a new Head triggers the school to be moved to the top of the inspection list. Although it was noted as the school was inspected in 2019 and there are other schools still waiting an inspection.</p> <p>Governor question: Has the framework changed? Response: It hasn't as yet but it is possible that may well have done by the time the school has its next inspection.</p> <p>FSM have been extended for another year – the kitchen extension is working well.</p> <p>Boiler – repaired today – 22nd Jan.</p> <p>The lift was repaired and back in use.</p> <p>Leak in the car park – the leak has been found and will be fixed in the near future.</p>	<p>PPG training – Hannah – send her the dates.</p> <p>LR – update the TORS and send the Governor year group list again.</p> <p>Behaviour Audit – to C&C.</p> <p>Complaints Policy add to next R&F agenda.</p>
042	HEALTH CHECK	
	Allocated question 8 to Ada.	Alexis/Richard to email input.
025	GOVERNOR MATTERS	
	<p>a) Training reports – it was noted that when training is cancelled at the last minute then it removes motivation to attend.</p> <p>b) Governor visits – JG carried out a number of visits during the Autumn term which were discussed. JG noted that the staff were very welcoming during her visits. SEND visit – Jenny met with Carrie and walked around the school. This highlighted areas of difficulty within the school. It was noted that the level of support from staff in some year groups. There was a discussion around the identification of children with needs and the length of the EHCP process.</p> <p>Governor question: What can Governors do to support the school and staff? Do AfC have more provisions? Response: There are very limited alternative provisions in the borough. The</p>	<p>Feedback to AFC re late cancellation of training and the impact.</p> <p>Send Ada the template for Governors Corner.</p> <p>Read the Termly Governors</p>

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Date.....4.3.24

FGB Minutes

22nd January 2024

	<p>Spring School is still opening but this only has capacity for a small number of children.</p> <p>c) Parent Governor Election – in progress. d) eNews/Termly newsletter - Governors looking at SG for vulnerable children and this will be looked at this during next Safeguarding walk. SP advised that the focus is on disabled children. Accreditation for the daily mile – the school has this. Richmond – SEND review was highlighted. Changes to EYFS framework – from 4th January. Gender questioning – more appropriate for secondary schools. Termly governor’s newsletter. V important – all to read. e) Governors Corner – Spring 2024 – Ada will do this.</p>	<p>Newsletter – ALL</p>
<p>044</p>	<p>HEADTEACHERS DASHBOARD</p>	
	<p>Key documents are in Column 1. Maths will be the focus for the learning walk.</p> <p>The Learning Journey covers a unit of work which shows where the children are going. There is going to be a review of the schools ESTA. There are two visitors coming into look at the practice in school.</p> <p>Sunshine room – it was noted that this has been working well and SP and KH will be doing an observation in this room now that it has been running for a full term.</p> <p>BlueSky learning platform – this is going to support the appraisal system for all staff and will bring the process together. This new system will keep a log of training and will then enable a personalised training plan to be put in place.</p> <p>The Year 2 team will be attending an assessment meeting looking at how to assess in Year 2 now that there are no statutory assessments in place.</p> <p>Nouhad has taken over as Assessment Coordinator and will be making this more accessible for all members of staff.</p> <p>The Behaviour policy has been revised and there are new rules in place, together with an action plan. There will be a weekly segment in the Newsletter to show what is expected of children and their behaviour.</p> <p>Inset day on 19th Feb – the focus of this will be on Executive Functioning in the morning and children’s Mental Health in the afternoon. This will support staff in having conversations with parents about children’s mental health. And also, staff looking after their own wellbeing.</p> <p>Assistant caretaker role has been filled and Doug is due to start after the February half term.</p> <p>PPA/planning time. Due to the changes in staffing structure and numbers of staff PPA time is not able to be the whole year group together. Also, this year there are job shares so it was often the case that the staff weren’t always here together on the same days.</p> <p>Governor question: How are staff managing the change? Response: Members of staff have been positive as they understand the changes which have taken place. The ECT has been paired with another member of staff to support the planning.</p> <p>It was noted that the additional teachers in Years 5 & 6 have been kept. There are pockets of additional support but there isn’t the same level of support as before. It is harder to run interventions as the TAs are very busy in the classroom. Most of these changes are due to budgetary restraints; however, there is a small budget which allows for the additional teacher in the upper years.</p>	<p>Speak to SP re Behaviour input for Newsletter.</p>

Signed/initialled (Chair of FGB Committee.....) *J.G.*

Date *14.3.24*

FGB Minutes

22nd January 2024

	<p>Assessment Data has been added – Autumn data – next data will be available after the February half term. Autumn term data drop is looking healthy, it was noted that there are some pockets which it was expected for the data to be lower.</p> <p>The numbers of children on roll is healthy at the moment. Unfortunately, as not all children were on roll when the census was taken does mean that we won't receive the funding for those children.</p> <p>Governor question: Have the numbers in Reception increased?? Response: No, the numbers are still lower than in previous years. However, most years are full and there are waiting lists in place.</p>	
045	DFE DATA ANALYSIS	
	<p>All the data has been provided, however, there was very little PPG analysis included and therefore MB has generated this internally.</p> <p>Governor question: Is there any EAL analysis included? Response: Yes and it was stated that the school usually has good results from the EAL children.</p> <p>Governor question: What messages can the school take from the data analysis? Response: The KS1 result is low but it is not lower than national. It is the first year the school have been low when looking at prior years (and is lower than Kingston). The reasons for this are that within this cohort there are pockets of children who are struggling with concentration.</p> <p>Governor question: Is there a plan to address this? Response: Yes, and it is evident from the HT Dashboard that there has been some good progress made. There are 6 EHCP's in this year group with another 2 or 3 that will be going through. There is lots in place to support the children and they are being closely monitored.</p> <p>Governor comment: It was noted that this was helpful to understand the reasons behind the outcomes. Response: It is unusual for the school to be below Kingston and are working to support and address. It was noted that it is writing where the children don't come out at higher achieving. However, the KS2 progress scores are good.</p>	<p>Add to C&C agenda. Identify trends of this data – Share this with Ada.</p>
046	SIP REPORT – AUTUMN TERM	
	<p>Explanation of the SIP report. There are questions for Governors and it was felt that the questions were more directed to Governors than in previous reports. There followed a discussion around the questions and responses.</p>	
047	PAY POLICY UPDATED	
	<p>This was reviewed at the last meeting but there has been a change to the salary scales and also the school grouping.</p>	<p>This should be reviewed FGB for Pay policy and staff structure. Add to SOW for 2nd meeting of Autumn term.</p>

Signed/initialled (Chair of FGB Committee.....) *JG*

Date..... 4.3.24

FGB Minutes

22nd January 2024

048	SDP UPDATE & REVIEW OF GOVERNORS SECTION	
	<p>Green – completed Orange – in progress Black – yet to be addressed</p> <p>Governor question: How is the arrangement that Katie Hempston is the EYFS and Year 1 lead working? Response: This is very effective and is working very well as the link is good.</p> <p>Behaviour – how do children behave themselves during the less directed times outside of the classroom.</p> <p>Discussion around parking and behaviour of parents outside of the school. Governor question: Has the issue with parking become worse? Response: Due to the poor weather there has been an increase in people driving and parking badly. Various parking incentives were discussed, including requesting for a camera to be placed on the zig zags. These are areas for consideration.</p>	
049	FEEDBACK FROM COMMITTEES	
	<p>a) C&C – will be reviewed at next meeting on 26th Feb 2024 b) R&F – will be reviewed at meeting on 19th Feb 2024 c) Pay Review Committee – Nov 2023</p>	
050	SAFEGUARDING	
	SG visit – overall this was a positive visit.	
051	AGENDA ITEMS OF NEXT FGB	
	None	
052	AOB	
	<p>Training report – can this be obtained from AfC. Skills audits – some still to come in Risk register – Archika – how many has she got. Important as informs strategic planning.</p> <p>Parent/Governor forum – 8th March 9-10. – Shamama.</p>	<p>Ada & Connor skills audit – send them the form to complete.</p> <p>Risk register – Ask Archika who hasn't completed.</p> <p>Parent/Governor forum – send round email with the date.</p>
053	SCHOOL COUNCIL	
	Tuesday 30 th meeting – Ada and Shamama will attend.	
054	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes.	

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Date..... 4.3.24

FGB Minutes

22nd January 2024

055	CLOSE OF MEETING: 9.08pm DATE OF NEXT MEETING: 4 th MARCH 2024	
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Signed/initialled (Chair of FGB Committee.....*Jennifer Goesse*.....)

Date.....*4. 3. 24*.....

FGB Minutes

22nd January 2024