

Governing Board

Agenda & Minutes



Date 16 th May 2024	Time 18:00	Location St Thomas'
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Let *Your* Light Shine

Matthew 5

We believe in a child focused approach which aims to challenge, support and engage all pupils and their families from our community

We offer exciting learning opportunities to unleash the creative minds of our school community

We aspire to create the minds of the future through innovation, passion and enthusiasm

<p>Member Present</p> <p>Fiona Ashworth Karen Callow (arrived 6.05pm) Gemma Duff Paul Davies Chris McGowan (Chair) Danny Millington Jonathan Strefford Jonathan Walters Nicola Weeks</p> <p>In Attendance: Lynsey Cooper Kathryn Knapp Sarah Liriano (clerk)</p>	<p>Apologies None</p> <p>Quorate: yes</p>
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TOPIC	NOTES
1. Welcome & Apologies	All welcomed, no apologies
2. Pecuniary interests	<ul style="list-style-type: none"> No pecuniary interests

<p>3. Minutes from previous meeting</p>	<ul style="list-style-type: none"> • Approved
<p>4. Chairman's comments</p> <ul style="list-style-type: none"> • Appointment of new parent Governor 	<ul style="list-style-type: none"> • Lynsey Cooper introduced, had responded to advert for a parent governor. No-one else had expressed an interest so it was not necessary to have a Parent Governor election. Meeting appointed Lynsey as Parent Governor. Karen Callow joined the meeting.
<p>5. Headteachers report (written)</p> <ul style="list-style-type: none"> • Changes to Federation Vision Statement • Report against key improvement priorities of the Federation • Staffing update 	<ul style="list-style-type: none"> • A written report had been sent out with the meeting papers. • YrR predictions have been revised downwards, this puts the results as higher than the national average but below the average for Hampshire. There are high levels of SEN in this cohort (highest ever for St Thomas'). <p>Q. What is the plan for non-SEN that are not reaching a Good Level of Development?</p> <p>1 is EAL and another 2 have low baseline levels with speech and language difficulties, all have a provision map of interventions and receive afternoon interventions from a TA.</p> <p>Q. How will the cohort manage the year 1 curriculum?</p> <p>Needs will be balanced across the yr1/2 classes and splitting the children across 3 classes as opposed to all being in one class will help.</p> <p><u>Maths</u></p> <p>The acting Maths manager has delivered an excellent presentation at T&L committee. Teaching trio's in Maths will only take place with KS1 staff that will remain at ST Thomas' in September. Monitoring since Easter has been positive with consistent provision across the classes. There is also a positive atmosphere in both schools and this had also been noted by Governors.</p> <p><u>Staffing</u></p> <p>Following the resignation of a teacher at St Thomas' Jo Jones will be moving from WHJS to St Thomas' in September, she has worked at St Thomas' previously and has a lot of KS1 experience. Elisha has made a positive start. Governors noted the more positive staffing picture.</p>

Yr 6 Sats

Two governors had visited WHJS on separate occasions (13/05/24 & 16/05/24) to observe the delivery of year 6 SATs. Both Governors observed the process running calmly and efficiently and will produce brief reports. Results will be available on 9th July and will be sent to parents with reports.

Parent Survey feedback

Parent surveys were distributed at parents evenings during the Spring term and there was a good response from both schools. The majority of responses indicated that parents consider that their child feels happy and safe in school and that they are happy with the progress they are making and the way they are being taught. Given the staffing challenges at St Thomas' this year it wasn't surprising that some parents expressed concern at the lack of continuity of teaching staff at St Thomas'.

Governors noted that responses to the question '*I receive valuable feedback regarding my child's progress*' had improved but that parents would still like more information. Governors agreed to look into the responses from this question in more detail to see if they varied by class or year group. The possibility of target sheets being handed out at parents evenings was discussed however the ethos of focussing on the next small step for each child means any target sheets shared would quickly become out of date.

Vision statement

Preparation for the next SIAMs inspection at St Thomas' are beginning and will form a key part of the next Federation Improvement Plan and the SLT and FGB strategy day in June. Only St Thomas' will be inspected by SIAMs, WHJS whilst church affiliated will not receive a SIAMs inspection. In preparation for the SIAMs inspection a change was proposed to the Federation Vision Statement to include a specific 'Christian' reference. Following discussions the Governors agreed to amend the visions statement to:

	<p><i>We believe in a child focussed approach which aims to challenge, support and engage all families from our community. We offer exciting learning opportunities to unleash the creative minds of our school community. We aspire to create the minds of the future through innovation, passion and enthusiasm: ready to let their light shine in God's world.</i></p> <p>Further upcoming work to prepare for SIAMs includes a parent prayer group, children more engaged in leading worship and symbol's and iconography around the schools.</p>
6. PAN Discussion	<p>FGB has previously discussed reducing PAN from 45 to 30 (at FGB on 23/11/23 and 01/02/24). We believed the academic year 26/27 was the first year we could apply for a reduction. Falling birth rates in the area has led to a reduction in applications to year R, increased marketing has helped but not enabled us to attract a full cohort. This year we have received 27 applicants which is a good result compared to other local schools but not close to the PAN of 45.</p> <p>The LA has made us aware that it may be possible to make an application to the Local Schools Adjudicator for a reduction now for next years applicants. Budget forecasts for the next 3 years are very challenging and a reduced PAN to 30 would give us financial protection over needing to run additional classes when we have between 31 and 45 children in a year group. The process would be to make an application now for an admission limit of 30 for one year, to apply in September for a PAN reduction from 26/27 and then make a further application next year for an admission limit of 30 for the 25/26 year.</p> <p>PD circulated a paper including information from the 'small area population forecast' SAPF which showed predicted numbers of less than 30 for the next 4 years.</p> <p>Q. Will we need to reduce staffing?</p>

	<p>No staff cuts are not anticipated due to the re-deployment of staff across the Federation whilst we accommodate current bulge year group, beyond that we would anticipate reduction through natural staff progression.</p> <p>Q. Will reduction affect current year 1 of 40 children transferring to WHJS?</p> <p>The plans at the moment assume WHJS will admit the full cohort from St Thomas’.</p> <p>Q. If approved and then circumstances change would it be possible to increase PAN again?</p> <p>Yes, the decision is reversible.</p> <p>Governors voted unanimously to approve the application for an admission limit of 30 for 24/25.</p> <p>Governors voted unanimously to approve the application for a reduction in PAN from 45 to 30 for 26/27.</p> <p>Following the meeting the Governors were subsequently alerted to an issue regarding the PAN at WHJS for the 24/25 academic year.</p> <p>The Governing Body voted to approve an application to the Office School’s Adjudicator (OSA) to limit the PAN in Year 3 to 31 pupils for September 2024.</p>				
<p>7. Committee Update</p> <p>a. Resourcing and Compliance</p> <ul style="list-style-type: none"> • Budget approval • Policies to review: <ul style="list-style-type: none"> - Collective Worship (FA) <p>b. Teaching & Learning</p>	<ul style="list-style-type: none"> • The outturn and 3 year budgets for St Thomas and WHJS along with a report from the resourcing and compliance committee had been distributed with the meeting papers. <p>St Thomas budget</p> <table border="1" data-bbox="566 1704 1431 1946"> <tr> <td data-bbox="566 1704 876 1825">Income</td> <td data-bbox="876 1704 1431 1825">718,923 Seven hundred and eighteen thousand, nine hundred and twenty three</td> </tr> <tr> <td data-bbox="566 1825 876 1946">Expenditure</td> <td data-bbox="876 1825 1431 1946">690,379 Six hundred and ninety thousand, three hundred and seventy nine</td> </tr> </table>	Income	718,923 Seven hundred and eighteen thousand, nine hundred and twenty three	Expenditure	690,379 Six hundred and ninety thousand, three hundred and seventy nine
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c. Safe-guarding	In Year (Deficit)	28,544 Twenty eight thousand, five hundred and forty four
	Surplus Brought Forward	14,572 fourteen thousand, five hundred and seventy two
	Cumulative Surplus C/Fwd	43,116 forty three thousand, one hundred and sixteen
	St Thomas' outturn showed that despite the staffing challenges and therefore increased staffing there was not a big impact on the budget due to savings elsewhere.	
	WHJS budget	
	Income	912,066 nine hundred and twelve thousand and sixty six
	Expenditure	914,899 nine hundred and fourteen thousand, eight hundred and ninety nine
	In Year (Deficit)	(2,833) two thousand, eight hundred and thirty three
	Surplus Brought Forward	77,050 seventy seven thousand, and fifty
	Cumulative Surplus C/Fwd	74,217 seventy four thousand, two hundred and seventeen
WHJS outturn was better than expected, this was due to some unpaid staff leave, extra income for a child from Ukraine and additional interest being paid from HCC.		
<ul style="list-style-type: none"> Both 3 year budgets reflect the reduction in pupil numbers and therefore reduced staffing. We have a high level of very experienced staff and this is expensive, any future recruitment should consider staff with less experience and ECTs in order to help balance the budget. In addition 3 TA's at WHJS and 2 TA's at St Thomas' on fixed term contracts that end this summer cannot be retained. Other costs cannot be reduced further or are funded by ring-fenced income (e.g. sports premium) that cannot be used elsewhere. 		
Q. How will children with higher needs be supported with less staff?		

	<p>It will be difficult. We have a statutory duty to provide support outlined in EHC plans, other interventions with other groups, e.g. booster groups, will be much reduced. Class TA's will predominantly be supporting those on the SEN register and will have little opportunity to provide class support. Some support can be delivered using technology as opposed to staff e.g. Nesy.</p> <p>Q. Will Acorns and ELSA continue? The Acorns nurture groups and ELSA support will continue.</p> <p>Q. Are there any other costs that could be reduced? No, the main expenditure is staffing and this cannot be further reduced.</p> <p>The progress of the large cohort year group through WHJS is challenging for the budget. The discussions to reduce the PAN will prevent this in future years.</p> <p>The governing body is aware of the future year deficit as shown on the plans for St Thomas' CE Infants School and Woolton Hill Junior School, and will take action to address it.</p> <p>Governors approved budgets at both schools.</p> <p><u>Policies</u> Worship policy approved</p> <p><u>Teaching and Learning</u> The acting Maths Manager had shared Maths plan with the T&L committee and shared the 'S' plan approach to ensure consistency across classes and high standards. Governors will be visiting next week to monitor the teaching of Maths with the acting Maths manager. A big improvement in the behaviour of children at WHJS had been noted however there was an increase in behaviour incidents at St Thomas'. These are due to recurring incidents with a very small number of children and PBS and other agencies are involved.</p> <p><u>Safe-guarding</u></p>
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	<p>7/3/24 audit report has been uploaded to the shared system.</p> <ul style="list-style-type: none"> • Further visits planned for 20/06/24.
8. Agree Inset days for 2024-2025 academic year	<ul style="list-style-type: none"> • Dates approved (2/09/24, 3/09/24, 4/11/24, 24/02/25, 13/06/25)
9. AOB	<p>New rector has been appointed.</p> <p>End of year FGB review 4-5pm 19th July prior to the year 6 leavers evening, all welcoming to stay for year 6 leavers event. Future Whole GB training also to be discussed on 19th July.</p>
10. Next meeting(s) Thursday 11 th July, 18:00-20:00 at WHJS	<p>2/9/24 (inset) Safe-guarding training am (all encouraged to attend) and Mentality mental health training pm, all invited.</p> <p>3/9/24 (inset) team building training, PD to confirm if Governors welcome to attend.</p>