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Full Governing Body Meeting

**Wednesday 6th July – 6pm**

**Location: St Thomas’ Infant School**

**MINUTES:**

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| 1. **Welcome & Apologies**   Chair welcomed governors to the meeting.  In attendance, Andrew M, (left the meeting at 7.48 pm) Jon W, Fiona A, Yordanka K, Rachael B, Karen C, Christine D, Paul D.  Steve Waite attended remotely via Zoom  Apologies were received from Elaine Watson, Abbie Dando, Kathryn Knapp (Associate) |
| 1. **Pecuniary Interests**   None |
| 1. **Minutes from the last FGB**   Not circulated as still waiting on sign off from Chair.  Agreed that these will be circulated along with minutes from this evening. |
| 1. **Headteacher’s report (verbal) to include updates on the following;** 2. **KS1 & KS2 Sats results (please note these are not released until Tues 5th July)**   End of KS data has been circulated in the last 24 hours. Writing has suffered, and national averages are definitely down. Picture is clear across the EYFS, KS1 and KS2, that we are above national averages, good results in GDS and places us in a good position for a visit from OFTSED.  *Governors commented that overall the results are a good reflection of the hard work that has been going on. Greater depth scores in KS1 definitely need some analysis but KS2 were better than we thought. Need to see how we compare with schools around us, but important to send out positive message to parents on the successes of this first set since 2019.*  Exec HT advised the governors that combined scores have been very tricky this year, missing significantly in one test can really impact the combined results. Some schools are facing significantly low combined scores.  *Governors commented on the additional support teaching staff have provided through interventions to help reach this set of results. Additional resource funded in the budget has clearly contributed to this.*  Exec HT advised the governing body that 50% of the Year 1s reached the phonics check. This is a very disappointing result. Practice tests since the Spring show 9 additional children passed from previously, and a further 5 who were very close. Karen Callow advised that some research of local schools shows a similar picture.  *Governors commented that the results from the Year 1 Phonics test don’t tally with the picture from the EYFS assessment results. However, it is recognised the current Year 1s missed most of their reception year, with significant gaps still existing.*  Exec HT advised that the EY teachers will look to create a catch-up programme, mobilise helpers, phonics meeting for new year 1s to prevent the same scenario. Looking to use non-teaching staff more effectively and alter the timetable in the infants to better support this learning. Phonics screening will continue throughout a child’s journey through the federation.  *Governors asked to know what plan was being created to ensure the current Year 1s bridge any of these gaps prior to KS2 assessment.*   1. **Pupil Premium – feedback following visit from LLP (Kirstie-Anne Sangway) visit date 17th June**   Exec HT advised the governing body that the report for PP is still not in its final format. Highlighted points were read to the meeting by the Exec HT.  Currently no clear identification of who carries responsibility for PP within the federation  Documentation is too general, non specific  The attainment gap in data, is evidenced in children’s books. Teacher’s expectations of PP is not high enough and marking and feedback is not followed with enough rigour.  5 clear actions are documented for improvement. (Report to be circulated to governors ASAP)  *Governors commented that these themes are consistent across the federation in all pupil groups. The numbers of children within this group is actually quite small, and the families involved even smaller. The fundamental barrier is attendance.*   1. **Federation Improvement Plan (FIP) (Draft)**   Exec HT has circulated the draft FIP and invited governors to comment.  Governors commented that a prioritisation strategy from this document worked on with the SLT would help to encourage buy-in.  Exec HT advised that this prioritisation meeting could be planned for the 8th September   1. **Development of school leaders – update on support being received from LA**   No update recorded in the meeting.   1. **Class structure, resourcing plans, and planned numbers on roll for Sept 22.**   Exec HT has circulated class structures in advance of meeting. Reception class is full. NOR in St Thomas’ will be 112 (max capacity of 120).   1. **Exclusions**   Exec HT advised one child will now be partially supported at home.   1. **Health & Safety (standing item)**   Recent H&S inspection at Infants, produced no outstanding actions |
| 1. **Committee updates:** 2. **Safeguarding (SW)**   SW has circulated 3 documents to the governing body, via links to GovernorHub. A safeguarding learning walk at WHJS, and inspection of the SCR at both schools.  As part of the work for the learning walk a set of questions has been created to be followed for each walk. Children were very happy to talk about safeguarding in school and understood their responsibility towards safeguarding.  SCR has no gaps.  Records for recruitment need to be stored in school.  List of questions for safeguarding monitoring should be held in school and accessible for all governors to ask when attending school.  *Governors commented that the same learning walk needs to be conducted at St Thomas’.*   1. **Compliance (SW)**   SW advised that there have been no new policies, in the last period. Exec HT advised that there will be a number to be approved in September.   1. **T&L (YK)**   YK advised the meeting that the previous T&L meeting was discussed at the last FGB.  The next T&L is next week following the release of the SATs results.  YK lead a review of the monitoring schedule  Update on staff survey. Holding email sent to staff on Monday. Working party to be established in September to address key themes.   1. **Resourcing (AM)**   AM advised the meeting there is no significant update as all activities conducted for budgets this year is complete. Monitoring visit to be agreed with Helen McManus.   1. **Strategy & Comms (JW)**   JW advised the governing body that websites for both schools will point to an integrated site for the federation at the start of the academic year. Video being created next week with PD and KK, with a teaser video to trail the launch.   1. **Review of new branding and logo for schools/federation**   The story of the logo, has been formed from various stakeholder groups. Children focused on trees. Child suggested the idea of seasons. Branch reflects the growth and development of the child, the seasons of the journey they take through the school.  *Governors, asked questions regarding suitability for use with school uniform. Some more consideration on how we show independent school names to not lose identity.*   1. **Review of the vision and values statements**   ‘Let your light shine’ replaces ‘Dream Believe Achieve’ and ‘Journeying together in faith and love’  *Governors asked questions around the working and use of bible references for ‘strap line’.*  *Christine Dale agreed to provide Exec HT with some edits to values statements.*  *Governors agreed to approve logo and ‘vision and values’.* |
| 1. **OFSTED readiness**   *Governors agreed that recent monitoring visits help improve knowledge and focus for potential Ofsted visit. SATs results are also a good demonstration of improvements in the school.* |
| 1. **Governor roles/committee membership**   Following the appointment of a number of new governors, membership of committees was discussed and the following memberships were identified;  Karen – Safeguarding  Rachael – T&L  Abbie – Strategy & Comms  Fiona – TBC  Exec HT has taken an action to find a new staff governor to replace E Watson who will be leaving at thew end of the year. |
| 1. **AOB**   CD – Combined sports day sounded great, but caused parking issues in the village  YK – E Watson, staff leaving party.  YK – Summer social Friday 15th July.  SR – English monitoring folder |
| 1. **Date/location for next meeting**   FGBs for the autum term were agreed as follows;  28th September WHJS – 6pm  24th November (Virtual) – 7pm |
| 1. **Chair closed meeting.** |