



**Minutes
Full Governing Body Meeting
Monday, 20th September, 2021,
6.00 pm**

This was a virtual meeting via Teams

Requested Attendees:

Karen Wrixon (Headteacher), Cliff Walters (Chair), Maria Dixon-Amphlett (Vice-Chair), Rachel Barbet, Russell Field, Richard Hull, Gilford Sweetenham, Janine Wagner-Hale, Annabel Smith, and Catherine Dunkley-Jones (Clerk)

In attendance:

Chris Jones, prospective parent governor

Agenda Item
<p>1. Welcome and Apologies The chair welcomed all to the meeting and introduced Chris Jones, a candidate for the parent governor vacancy. There were no apologies.</p>
<p>2. Notification of Any Urgent Business -</p>
<p>3. Declaration of any business interests 3.1 Governors were reminded of their obligation to declare any business, pecuniary or prejudicial interests. 3.2 All governors confirmed that they have signed/ updated their copy of the Annual Register of Business Interest Form, the Code of Conduct policy, and read the latest version of KCSIE.</p>
<p>4. Annual Elections (CDJ) 4.1 Election of chair and vice chair CW was re-elected as Chair and MD as Vice-chair. CW reminded governors of his intention to resign as governor at the end of the autumn term. MD also has additional commitments. Governors were invited to nominate themselves for the position but no-one came forward. Governors were advised that filling the role of chair and vice-chair is a matter of priority. MD, CW and KW agreed to meet in the next few weeks to discuss a way forward. This item will be on the agenda of all future meetings until resolved. 4.2 It was agreed that the committee structure should be as follows: Curriculum Committee Annabel Smith (Chair), Maria Dixon-Amphlett (Vice-Chair), Gilford Sweetenham, Cliff Walters, Russell Field, Richard Hull and Karen Wrixon Finance and Personnel Committee / Environment Committee</p>

Signed.....Date.....



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Chair (vacancy), Maria Dixon-Amphlett (Vice-Chair), Rachel Barbet, Karen Wrixon, Janine Wagner-Hale

4.3 Governors with performance management responsibility for the headteacher:

Maria Dixon-Amphlett, Rachel Barbet and Gilford Sweetenham – the next date is October 22nd for Geoff Pike's visit.

4.4 Link Governors

Karen Wrixon	Health and Safety
Maria Dixon-Amphlett	Safeguarding, PP, E-safety, EYFS, SRE and Reception
Gilford Sweetenham	Y1
Cliff Walters	Y3, Y4 and Mathematics
Rachel Barbet	Y2 and SEND
Janine Wagner-Hale	Y5, Well-being, and School Website
Annabel Smith	Y6 and English

4.5 To RESOLVE procedure for staff panels discipline/grievance/appeals; pupil discipline; pay appeals; complaints (Standing order 25.5)

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4.6 Governor Vacancies

Staff governor – LG has resigned so the staff governor vacancy was advertised but no one came forward. It was unanimously agreed to therefore re-appoint RH as staff governor.

There remains three co-opted governor vacancies and one parent governor. The co-opted vacancies are currently advertised on 'Inspiring Governance'.

It was agreed to alter the date for applications for the parent governor vacancy from 2 November 2021 to 28th September 2021.

5. Minutes of Last Meetings and Matters Arising (Chair)

5.1 The minutes of 28th June 2021 were approved for accuracy and adopted.

5.2 The only matter arising not on this agenda is the barrier to the school car park.

KW will mention the fact that governors have agreed for a barrier to the school car park in the next newsletter and the next travel survey to prepare people for the changes. The disabled parking spaces will no longer be available without making prior arrangement.

The car park has been horrendous again lately. CW offered to patrol the car park to remind people of the rules as things tend to improve in the short-term after his visits.

6. Standing Orders, Terms of Reference and Year Planners

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6.1 To review the Standing Orders and Code of Conduct for Governors.

6.2 To examine i) the Terms of Reference for the Governing Body; ii) the Organisation of Governing Body Committees; iii) Year Planner; iv) Proposed aims of each committee this year; and v) the Governors' Visits Protocol.

The ToR and all other documents listed above were available in the meeting folder on SharePoint a week in advance of the meeting giving governors the opportunity to suggest revisions if necessary. There were no changes to report.

7. Headteacher's Report (KW)

How safe does it feel in school at the moment regarding Covid?

At the moment, there aren't any cases but it is just a matter of time as cases are high in other local primary schools.

KW presented the main points of the report which was shared in advance of the meeting, and invited questions.

The children have settled in really well. At the moment there are whole school assemblies and general mixing as normal, as per the risk assessment, although this may be subject to change if the situation changes.

The Y5/Y6 mobile was renovated over the holidays and looks great. There was damage to a fire cable which impact the fire bells in that area and the fibre optic cable. The LA have agreed for the fire cable to be replaced but do not accept responsibility for the fibre optic cable. It looks as if the school may have to bear the costs of repair.

KW did a fire practice today which went really well and will ring a hand bell if there is an area where the fire bell cannot be heard.

The wooden steps for Y4 will be replaced next year because of budget restrictions this year.

New EYFS equipment is going to be put up in October

The school has drawn down from the devolved capital funding for some computing equipment and will drawing down money towards the play equipment along with money from the sports premium. Our handyman painted the front of the doors in the Reception and the walls. This will be part of the ongoing decorating of the school.

The PTFA events could not be held last year. We were delighted that the PTFA had a stall at the Cheese Festival and raised £822.30. They are looking at the possibility of a car boot sale in our school car park. Reading volunteers will soon start coming in again.

RAP

KW explained highlights from last year's RAP now the data is in. It is generally very pleasing, especially the data from Y6 internal SATS –

Writing – ARE+GD= 81%

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GD- 28%
Reading- ARE+GD=90%
GD – 38%
Maths-ARE+GD= 91%
GD – 28%

Staff are really pleased with how the children have developed and moved forward. It is a big tribute to the teachers and the quality of the remote learning they provided, the Stepping Forward curriculum that was put in place and the resilience of the children.

The Phonics screening results were also very good with Jo Hazelgrove, especially considering the disruption that this year group has had to their learning over the last two years.

Focussed link governor monitoring for 2021-22

This year's focus is going to be on the emotional well-being following the restrictions and disruption caused by the pandemic.

Well-being - JWH is the well-being link governor and will arrange to meet with KW towards Oct half term to discuss how things have gone.

Y2 - Laura is looking into assessing targets for this year group to raise attainment as there is no data yet for this group of children because of the pandemic. 3 children joined at the end of Y1 – two who had been out of education for a significant amount of time, which also impacts data. RB to arrange link governor meeting with LG to see how things are going and how she feels things are progressing, and a meeting to discuss phonics assessment after Oct half term with JH.

Y1 - GS to arrange a meeting with Y1 teacher Jo Hazelgrove to discuss progress – worth noting that this cohort came into reception with a very low baseline, and have gained to about 53%. They are a group with a lot of high needs and need a lot of support so linking and monitoring these Y1 and Y2 is very important.

EYFS – MD to meet with HD and NL / data meeting in Oct 2021 - they have made a brilliant start and the new curriculum, of which the school was an early adopter, is now in place. Staff have reported seeing an increase in independence in children since parents have had to say goodbye at the door in the mornings.

Y6 – There is data from this year group from Y2 assessments, so it is possible to look at targetting. AS invited to arrange meeting with RF and to attend a book scrutiny at 3.30 on 30 Sept at 3.30 pm.

Maths – looking at fluency and multiplication skills, hoping to go ahead and do Y4 testing later in the year. CW to arrange virtual meeting with RH and to attend the book scrutiny on 30 Sept at 3.30 pm.

Are there any plans for home visits for new starters?

This has been discussed and not completely ruled out, but as the vast majority of children attend SS pre-school before joining, staff feel they are already ideally placed to get to know the children via Rising 5s

Signed.....Date.....



and regular visits.

How is the language mentor scheme progressing?

The children have been chosen and KW has done all the training so it is underway.

Attendance and parental engagement are also important priorities. Non-staff governors were invited to become link governors in these areas but no one came forward at this point.

The chair thanked KW for a very comprehensive report.

8. MAT Update

Last year, academisation back on the agenda as the government's intention is for all schools to join a MAT. A few years ago, WB tried to form a MAT with the local pyramid but was turned down by the RSC as deemed too small.

Since then, two other schools in the pyramid have joined SAST (Sherborne Academy Schools' Trust). This could mean that if we start investigating other MATS, the RSC may be more likely to refuse.

It is important to be seen to being open to joining a trust so KW is meeting with the HT of Shillingstone on 27th with other headteacher's in the pyramid to hear about the advantages and disadvantages of joining a MAT.

After this meeting, we might invite the CEO to a meeting with governors, possibly with other interested schools who haven't yet joined.

KW will feedback to governors at the next meeting.

9. Safeguarding Update (KW)

All received the updated KCSIE 2021 before this meeting. It is a requirement for it to be signed by everyone, including staff. If anyone has any questions, please let KW know.

LA have sent through the updated safeguarding policy template from child protection.

The updated policy talks about physical restraint. Dorset LA do not currently offer training on the use of safe physical restraint and appropriate use. KW will commission out of area training for staff so we know how to handle children safely and to guarantee safety for children and staff.

10. Any Other Urgent Business (Chair)

-
The meeting closed at 7.15 pm

Actions agreed at this meeting:

Link governors to arrange meetings this term with appropriate staff members.

Governors to appoint chair by end of term.

Signed.....Date.....



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Dates of next meetings

11/10/21 CC

15/11/21 F & P / Env

22/11/21 FGB

Spring Term

17/1/22 CC

14/02/22 - F & P (outturn / SFVS)

21/3/22 Environment committee

28/3/22 FGB

25/04/22 - Budget Setting

Summer Term

9/5/22 CC

20/6/22 F & P / Env.

27/6/22 FGB

Signed.....Date.....