



**Minutes**  
**Full Governing Body Meeting**  
**Monday, 28<sup>th</sup> March 2022**  
**6.00 pm on Teams**

**Requested Attendees:**

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

Agenda Item
<b>1. Welcome and Apologies</b> Apologies were received and accepted on behalf of JWH.
<b>2. Notification of Any Urgent Business</b> -
<b>3. Declaration of any business interests</b> -
<b>4. To approve the minutes of the last meetings and any matters arising not addressed by this agenda</b> The minutes of the following meetings were agreed to be an accurate record and accepted. <ul style="list-style-type: none"> <li>FGB - 23<sup>rd</sup> November 2021</li> <li>CC - 17<sup>th</sup> January 2022</li> <li>Ext. FGB - 8<sup>th</sup> Feb. 2022</li> <li>F &amp; P - 14<sup>th</sup> Feb 2022</li> <li>Environment Committee - 14<sup>th</sup> March 2022</li> </ul> <p>The committee and FGB minutes were all approved and will be signed electronically.  Committee matters arising will be dealt with at the next meeting and there were no outstanding matters identified from the FGB meeting minutes.</p>
<b>5. Committee Reports</b> <b>To receive brief reports on the recent meetings of the committees of the governing body and address and questions arising from the minutes</b> <b>5.1 Curriculum Committee – met 17.01.2022</b> AS summarized the main points of the meeting. The well-being of staff, children and parents was a major focus but plenty of strategies are in place to help. The progress of year groups was monitored. Y2 reading and phonics is going well but comprehension is a focus. In Y1, the main concern is phonics and closing the gap between disadvantaged children and the rest using recovery money and PP. Reception is settling in really well. Y6 is on track with their learning and focussing on grammar, spelling and punctuation and their results are expected to be really good. Also discussed how SEND and recovery funding is being used to support TAs to give valuable one to one time with children

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



Staff are pleased that the most able pupils are attaining really well and are stretched and challenged by additional initiatives such as Young Interpreters and Eco Warriors.

Attendance – has been impacted by Covid and cases are starting to rise in the school again. However, absent pupils receive a lot of attention via remote learning, home visits when possible, and welfare checks in the rare cases where appropriate.

There was also a discussion about the excellent Global Learning Plan. To summarize, this was a very positive meeting that was very much a tribute to all the hard work of staff and pupils.

### **5.2 Finance and Personnel Committee – met 14.02.2022**

The main concern is that the school is going to be in a deficit. However, this is now not going to be an issue for a few years due to some changes.

The surplus is now 3 or 4 years out rather than 1 or 2 years out so will be within the recommendation of the LA.

The committee is confident that the school is managing the budget wisely.

The SFVS was also reviewed and approved by the committee.

### **5.3 Environment Committee – met 14.03.2022**

The committee prioritized the work required on the premises, which is lagging on the pipes, blinds for the Pod to reduce glare and interior decorating.

The Travel Plan was discussed – it has been regularly reviewed and updated for many years now and there seems a need to find out whether it is still required.

Health and Safety was also discussed. It's clear there is a huge amount of work for the H & S governor (KW). The committee tried to look at options to reduce workload but most need to be done on-site during school hours so not very practical.

## **6. Headteacher's Report**

Sent out before the meeting.

There have been a few staffing changes. Sarah Pitman left at the end of the autumn term and Lisa Welch, the TA in reception is now working in the office although will continue with her work as ELSA support. ta in reception asked to go in the office so has become our office support.

Sarah Selby, the ASC supervisor, has gone on maternity leave, and Phyllis Johns has taken on the ASC role as well as 1.1 in Reception.

The LSA vacancies are proving difficult to fill, which is a problem in many schools as it's hard to find people to work for 1.5 hours in the middle of the day. A young lunchtime supervisor has just been appointed to cover the maternity contract.

Many schools use TAs which has many benefits, as skilled staff who know the children are well-placed to deal with lunchtime incidents and reduce the likelihood of continued disruption in the afternoon.

This is an area for governors to be aware of as TA s may need to be redeployed to cover lunchtimes.

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



Jo Hazelgrove (Y1) has gone to 3 days a week and will then leave at easter due to personal reasons. Mrs Susan Scott will replace her in Y for the summer term and we are advertising for a full-time replacement for September.

At present we have 28 children on SEN= 16%

34 EAL children = 19%

42 PP children = 24%

We have a tutor we are funding from the tutor money for Year 6 pupils and we are using Recovery money mainly in Reception and Year 1.

Numbers of pupils with covid are starting to rise again. 10 children were absent with covid today and 1 member of staff. Public health advice is now to just carry on. KW discussed with staff whether there was anything they wanted to do differently, and it was decided to avoid singing in whole school assemblies this week.

However, people will have to start buying testing kits from this weekend so it's concerning what will happen when people no longer know whether they have covid or not.

At the moment, it is also unclear what happens if a Y6 child has covid during SATS week.

If they are off the whole week, will they be allowed to take the tests the following week?

Started CPD with learning organizers focusing on English, Maths and foundation subjects and SLT are continuing their scrutiny of planning. KW has now met with virtually everyone for a mid-year performance management review.

Today a government whitepaper was sent out to all school.

The length of school day is to be 32.5 hours – which is already the case for WB.

Children should get 90% ARE in English and Maths by 2030 so expectations rising. KW will share the whitepaper with governors and will discuss with staff moving forward.

The barrier is a huge success – got into a nice routine now and people have accepted it. It has really helped the safety of the children so thanks to all the governors who were involved in the project over the years.

Governors have now seen the figures for the budget.

The final budget-setting meeting will be Monday 25<sup>th</sup> April and all governors are invited.

The school, has been very lucky with donations from volunteers and local families. One will pay for the swimming pool cover.

Any questions?

Lots of staff movement – is that a cause for concern?

Most moves are positive due to people taking on more permanent roles. The LSA recruitment issue is

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



<p>due to v few people wanting to work for a few hours in the middle of the day.</p>
<p><b>7. Academisation Update</b>          KW and the headteachers from SNHS and Hazelbury Bryan (Stalbridge sent apologies) met Colin Sinclair, the new CEO of SAST.          He was very pleasant and honest; it appears that the main issues would be the reorganisation of the school's finance as budgets are allocated according to need and all schools in the MAT need to have staffing costs of 75%. This would involve redundancies as there is already the bare minimum of TA s, which would be quite a difficult way to start. The role of finance officer would also be lost.</p> <p>A new government whitepaper, which will be shared with governors, states that all schools should be on a journey to become an academy by 2030.</p> <p><i>Are there other academy trusts offer a better deal?</i>          Possibly, but the regional schools' commissioner would have to agree, and they would almost certainly want the cluster of schools to stay together.</p> <p>It was decided not to continue with the process of joining, although will continue to explore options.</p>
<p><b>8. Policies</b>  <b>To approve the following policies recommended by committees for adoption:</b></p> <p><b>Curriculum Committee:</b>          Global Learning Plan          EYFS</p> <p><b>F &amp; P Committee:</b>          Capability - (Teaching and Support Staff)          Managing Allegations          Code of Conduct for Staff</p> <p><b>Environment Committee</b>          School Security          Accessibility 2021 – 2024 – governor monitoring of the provision of TA s to support pupils with SEND needs to be added. Parents to be informed when it is published on the school website.</p> <p>All have been approved in principle by the sub-committee and the FGB were happy to endorse them.</p>
<p><b>9. SFVS</b>  <b>To formally approve the completed School's Finance Value Standard form</b>          This was completed by the Finance and Personnel Committee on 14.03.2022 and available for all governors to review on SharePoint before this meeting.          All were happy to approve the SFVS which needs to be sent to the LA by 31<sup>st</sup> March 2022.</p>
<p><b>10. Well-being: to receive an update on the well-being of staff</b>          JWH sent apologies but her link governor well-being report was shared in advance of the meeting. Governors thanked JWH for her excellent report.</p>

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



KW and JWH met a while ago and the Anna Freud survey has since been given to staff. Naomi Lewis has started her training and has lots of ideas about improving well-being going forward. KW is meeting her on Wednesday to draw up a well-being action plan for the whole school – staff and children.

In the government whitepaper, all schools must have a well-being lead. Staff morale is currently good although having to provide blended learning places additional pressure. Staff governors reported that the uncertainty surrounding the timing of the next OFSTED inspection is more stressful than Covid. The government has said results this year won't be published in league tables but will be looked at by OFSTED and the LA.

Governors thanked the teachers for continuing to do an amazing job and if there is anything governors can do to help to let them know.

#### **11. Chair's Briefing**

This took place about a month ago. There was a public health part about covid - one point of interest was that even though the legal rules have virtually gone, schools do have the ability to refuse attendance if someone comes in with covid.

There also an update about the commissioning of alternative provisioning – there is currently a big push to save money by reducing the number of alternative provisions in Dorset.

The Five to Thrive course was recommended which CJ has completed. Staff at WB have done attachment and trauma training which is very similar.

The last part was about the budget - there is about a 3% increase per pupil per annum which is less than inflation. There followed some discussion about whether the government might provide a grant for increased energy costs. CK has looked into it – there may be some support, but it has not been clarified yet.

#### **12. Clerk's Briefing**

The presentation and the documents of the Clerk's Briefing a few weeks ago were from Fiona Collier the Senior Governance Adviser from Devon County Council, who spoke at the sessions. The topics were Co-Chairing and GDPR. The PowerPoint slides with notes are available to any interested governors on SharePoint.

Fiona has also provided details of training that Devon offers to their governors and clerks, which Dorset boards would be welcome to access should they wish. Just to make you aware that there would be a charge made for bookings, with further details available on their website as signposted at the bottom of the documents which have been uploaded to the meeting pack.

Also briefly discussed in groups ways of managing hybrid meetings. V unpopular with other clerks!

We still have vacancies for three co-opted governors. The vacancies have been uploaded on Inspiring Governance and Governors for You and are regularly 'refreshed'. Word of mouth in the wider community can be an effective means of recruitment, so if you know anyone suitable who may be interested, please

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





do ask them.

### 13. Link Governor Update

Review link governor roles

Informed by RAP priorities, it was decided that the link governor roles for the remainder of this year will be as follows:

#### Link Governors

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

It was agreed to amend the link governor report form to include the monitoring of provision for more able pupils.

The details of link governors will be updated on the school website.

### 14. Any Other Business

RF invited governors to the Y6 art gallery trip to London on 10th June which is taking place for the first time in two years.

It is a very early start leaving at 5.46 am.

Governors to contact RF if interested in attending.

*The meeting closed at 19.05 pm.*

Actions agreed at this meeting:

- KW to share new whitepaper with governors
- SFVS to be emailed to the LA by 31<sup>st</sup> March
- Clerk to amend the link governor report form to include the monitoring of provision for more able pupils and to update the school website with link governor roles, accessibility plan and policies

Dates of next meetings

25/04/22 - Budget Setting (all governors invited) – Teams

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