



Minutes
Full Governing Body Meeting
Monday, 21st November 2022
6.00 pm on Teams

Requested Attendees:

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

Agenda Item
1. Welcome and Apologies The chair welcomed all to the meeting. Apologies were received from RH which were accepted.
2. Notification of Any Urgent Business -
3. Declaration of any business interests 3.1 Governors were reminded of their obligation to declare any business, pecuniary or prejudicial interests.
4. Minutes of Last Meetings and Matters Arising (Chair) 4.1 The minutes of 26 th September 2022 were reviewed for accuracy and adopted. 4.2 To identify any matters arising not addressed by this agenda and agree an appropriate time for addressing.
Vice-Chair Following the last meeting, the clerk advised of the ongoing need to appoint a vice-chair and explained the role, which is supportive to the chair, sharing tasks when agreed, and being willing to act as a deputy in the chair's absence. The role remains unfilled, and this item will be revisited at the next FGB, although if any governor becomes able to take on the position in the meantime, they would be very welcome to contact the clerk.

Signed
 Date



5. Committee Report(s)

A brief update on the last committee meeting:

The Curriculum Committee met on 3rd October 2022. All received the minutes before the meeting which contain a lot of information about the data. AS summarized the meeting:

Y2 data was better than expected, and Y6 had excellent results in progress and attainment. RH spent some time explaining the maths strategies throughout the school and helpful analysis for the reasons behind the maths results which were a little lower than predicted. Governors appreciated the detail RH went into and the scope of the maths interventions.

Y2 is the priority year, particularly phonics. Other priorities include closing the gap between PP and non-PP children, monitoring tracking and progress throughout the school, and promoting greater awareness of emotional well-being for everyone.

RH also shared information about White Rose Maths, as the school is in the process of becoming a White Rose school. Governors were given lots of supporting data showing that things are going well, despite enormous challenges following the pandemic.

Questions arising from the CC minutes

How do governors support staff and pupils' well-being?

By being aware of the need to occasionally allocate increasingly stretched resources to staffing costs when necessary. An example is the need to recruit a 1:1 TA for a child with SEN. Not doing so would potentially have a high impact on the class and teacher.

How can we tailor governor visits to minimize stress for teachers?

This was also discussed in the meeting; by arranging meetings beforehand, emailing teachers in advance re: the purpose of the visit, and sharing the report with KW and the member of staff in question after the meeting.

The chair thanked AS for her summary.

- The Finance and Personnel Committee and Environment Committee meeting is on Monday 28th November.



6. Headteacher's Report (KW)

To include briefing on the Education Consultant's report (Geoff Pike) and

NOR remain constant at about 176.

SEN – 19%

PP – 25%

EAL – 22%

Staffing changes – Keira Hargreaves has taken on as breakfast and after-school club leader replacing Fiona Palmer who has also left her full-time TA role in Y2. An advert was placed but there was only one applicant who was ill and couldn't come to interview. The position will be readvertised.

Illness has had a major impact on the attendance levels of children and staff and supply teachers are also v hard to find for the same reason, so struggling to cover classes. KW taught last week but a supply teacher was found for Y5 this week. Recruitment is also underway for a Y3 teacher who is leaving at Christmas. No applications at the time of writing so there may have to be a long-term supply teacher for the spring and summer terms while advertising for a permanent position to start in September.

There has been lots of staff training, and last Monday, JN led a STEPS therapeutic behaviour management training session which was attended by MD. KW is attending 'Preparing for OFSTED' next week.

KW has completed performance management for teachers, and RH has for TAs.

KW was visited last week by a cabinet member for early education and the Dorset councillor for Blandford! KW emphasized the need for money to support decoration! They said they would see what they could do.

The Education Challenge Lead's visit report (Sharon Peel)

Sharon Peel (SP), the temporary ECL, sent through a very positive report which was shared with governors. She emphasised the need to look at the curriculum in depth and made a point about looking at granular progression in all subjects, particularly progression in foundation subjects i.e., history and geography. SP noted that governors are experienced and actively involved, however as most work full-time, visits during school hours are not easy to schedule. SP suggested that governors, whilst in this Ofsted window, could get used to coming together on Teams for short meetings, as this would probably work best during the Ofsted visit (with anyone who is able to make a face-to-face meeting with Ofsted whilst others are available to join in on Teams).

Signed
Date



Governors agreed this was a sensible suggestion and were also keen to take up SP's second suggestion to offer of support in their role around curriculum on a Team's meeting.

- Post meeting note: a Teams meeting with SP, KW and governors is scheduled on Monday 5th December at 6.00 pm.
- AS was also invited to attend the next English focussed staff meeting. Action: RF to liaise.

Geoff Pike's ECC Report

The school pays Geoff Pike to do an external review. He visited RF who was taking Y5 Maths and was very pleased with the teaching he saw. He also met LB and RF and discussed reading progression and phonics and is confident both priorities are in good hands. He also looked at the key areas of OFSTED and how they were developing and came to the same conclusion as SP regarding skills progression.

He would grade the school as good in every area. Action: 'first draft' can be removed from the report as KW is happy with it.

Governors agreed that both reports provide a good summary of the school and offer plenty of evidence for OFSTED about current strengths.

Governors also briefly looked at FFT headline data for KS2 which offers a nice summary of the data and were signposted to look at the government's Inspection Data Summary Report – to be reviewed at the next CC meeting.

7. Academisation Update (KW)

Discussed whether to find out more about Pickwick Academy Trust – a Wiltshire-based group of primary schools that remain largely autonomous in terms of having their own budget - as it seems clear that the aim for every school to become part of a MAT is set. 3 schools in the pyramid are still maintained – the other two are en route to joining SAST.

It was agreed for KW to approach the CEO of PAT to invite them to talk to the governors and to keep options open. No further information has been forthcoming about LA trust. However, joining Pickwick might not be agreed upon by the Regional Schools Commissioner and the MAT might not want to take on any more primaries at the moment.

Would it impact us if we join another academy if all other local schools are part of SAST?

No, other than training opportunities would be with other schools in PAT.

8. Safeguarding Update

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Date



KW hasn't received any updates from the audit. CJ has training booked.

A new Prevent self-assessment tool has been released which KW will look at.

9. Link Governor Visit Reports

- Questions/discussions arising from any governor visits
All received RB's very thorough SEN/PP link governor visit report. Governors discussed the difficulties of getting SEND assessments with LA and the impact on parents and schools.
Still need to create a governor work plan – MD and CJ to liaise with KW.

More visits are planned including JWH to visit Y3.
MD has a couple of reports to finish and send in.

10. Policies

To review the updated Attendance Policy – this will be done at F & P

To formally approve the following policies reviewed at the CC meeting:

E-safety, History, Planning for Learning, French, Mental Health, RE and Collective Worship, and Single Equality

All of these policies were approved

11. Chair's Briefing

CJ attended the November Chairs' Briefing. Topics included Educational Outcomes - KS2 as a county is a priority and the National Plan for Music Education – William Barnes is already part of the North Dorset Music Hub. Resources to be forwarded to governors when available.

12. Clerk's Briefing

Abby Matthews: re FSM

A campaign was run earlier this year to increase uptake. Shared actions taken by the LA; poster and toolkit sent to schools with guidance to record and maintain records related to FSM. Other benefits, such as PP funding, holiday food vouchers, and help with uniforms. PP = £1385 per primary pupil per year.

Signed
Date



Figures have increased but there is still a lot of work to do. 30% of households in Dorset will have less than £50 to spend on food per week. AM is keen to hear from governors re: what the team can do to improve.

Questions governors should be asking: if posters are displayed, checking the website is up to date- checking the confidentiality aspect, have you accessed the toolkit?

AM advised that parents should be encouraged and comfortable to apply for FSM which is certainly already the case at William Barnes Primary School.

Robert Firth: Educational Services Offer

3 key areas to review:

Clarity – brochure is on Nexus

Consistency – 68 different services on Nexus – 3 diff directorates and 6 localities. One Dorset approach is the aim.

Digital platform – Nexus platform functional but clunky. Aim is to improve schools' experience speaking to business/finance managers. Requested feedback on the governors' module.
robert.m.firth@dorsetcouncil.gov.uk

Process for appointment of LA governor

As MD's term ends in March, the clerk proposed readvertising the LA governor role from November onwards, so in the event anyone else comes forward, it can be discussed at the Jan FGB and leave plenty of time for the paperwork to go through. And there are still three co-opted vacancies so can advertise for those two. RB's term as parent governor also ends in March 2023. All governors agreed for MD to apply for the role of LA governor if no other candidates come forward.

Am waiting to hear back from the local area manager from GovernorsforSchools – hopefully they may put us in touch with a potential governor – nothing from Inspiring Governance, unfortunately.

Update on NGA training – if you do any NGA training, pls send the certificate to the clerk for the records.

12. Any Other Urgent Business

-

Actions agreed at this meeting:

Clerk to share resources from the briefings

Signed

Date



Work to continue on Governors' visit/ work plan

KW to schedule meeting with SP and governors re: CC and OFSTED

KW to approach PAT CEO

Dates of next meetings:

Autumn Term

28th November – F & P/ Env – 6.00 pm

5th December – Teams meeting with Sharon Peel, temp. ECL

Spring Term

16th Jan – CC - 6.00 if face-to-face, 6.30 if on Teams

9th January CC to be changed via Teams 6.00 pm.

6th Feb - FGB – 6.00 pm

27th Feb – F& P/ Env – 5.30 pm

27th March – FGB – 6.00 pm - Next F2F

possible extra one for budget 17/4 or 24/4 tbc

Summer Term

12th June – CC 6.00 if face-to-face or 6.30 Teams

26th June – F & P/ Env. – 5.30 pm

3rd July – FGB – 6.00 pm

Signed

Date

William Barnes Primary School

Bridge Street, Sturminster Newton,
Dorset DT10 1BZ



"Where every child counts"



Signed
Date