

Minutes
Full Governing Body Meeting
Monday, 3rd July 2023
6.00pm at the school

Requested Attendees:

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

Agenda Item:
<p>1. Welcome and Apologies</p> <p>The chair joined the meeting on Teams and welcomed everyone. Apologies were received and accepted from JWH.</p>
<p>2. Notification of Any Urgent Business</p> <p>-</p>
<p>3. Declaration of any business interests</p> <p>-</p>
<p>4. To approve the minutes of the last meeting -20th March 2023 – and any matters arising not addressed by this agenda.</p> <p>Actions from the last meeting:</p> <ul style="list-style-type: none"> • Chair to share materials from chairs' briefing • SFVS to be emailed to the LA • KW to feedback on HT meetings re: academisation <p>All actions have been completed. Governors advised that information from HT meetings involving other schools is confidential. KW went to the heads' educational conference and Hannah Woodhouse, the regional schools Commissioner, spoke about academisation and encouraged schools to look at joining MATS. Governors agreed to be open to the idea, but that there is no rush at the moment.</p>
<p>5. Committee Reports</p> <p>To receive brief reports on the recent meetings of the committees of the governing body and address and questions arising from the minutes</p> <p><u>5.1 Environment Committee – met 26th June</u></p> <p>The Environment Committee walked around the school and were really pleased with the progress that's been made in many areas. It was agreed to set priorities for the next academic year which is:</p> <ul style="list-style-type: none"> • New carpets/ flooring in Reception and Year One • Internal Decorating of the Year Two classroom • Replacing/Painting gates and fencing <p><u>5.2 Finance and Personnel Committee – met 26th June and 20th April (budget-setting)</u></p> <p>An issue that's been outstanding for a few years is the fact that although there is a reasonable current surplus, it reduces every year and the point when it crosses into the red is gets a bit closer, so the next budget setting meeting has the potential to be a more difficult one for governors. However, the committee agreed there is no action that can be taken at present, re: staffing levels,</p>



for example, and to wait and see how the situation develops over the next year.

5.3 Curriculum Committee – met 12th June

Discussed the wonderful Ofsted results. The Y2 phonics results were a little disappointing, but overall the cohort is much more settled and interventions are in place so that looks positive moving forward. Cohesive phonics teaching throughout the school was noted by Ofsted. Lots of work is being done on closing the gap between disadvantaged and non-disadvantaged pupils. The whole school reading programme is going really well. Governors also discussed ways of improving attendance expected to be 93/94% for the year, which is consistent with the national picture.

6. Link Governors Update

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7. Headteacher's Report

KW presented the main highlights of the HT's report. Losing 26 Y6 pupils and gaining 23 Reception children but a few children are joining the school so NOR expected to stay about the same. Staff are in place for September.

Amanda Davies spoke about the theme of 'Belonging' at the HT's conference and the importance for schools to be loving secure figures for children. Richard McCann the author of 'Just a Boy' spoke about his horrendous life and how loving figures at school saved him. Staff at WB are completely supportive; but the ongoing challenge is providing for several children joining the school with huge trauma and needs, along with the existing children many of which have SEN, and the need to be mindful of the staffing budget. Hearts absolutely go out to children who want to be loved and belong; however, realistically schools can't be expected to be provide everything for families without any extra money.

Are there currently enough TAs considering the children joining the school?

We'd love to have more, there isn't enough to give all children 1:1 support who need it. Doing what we can in terms of extra hours, but recruitment is very hard, particularly for 1:1 TAs as working with children with huge social and emotional needs is a tough job. Doing everything possible but it is really hard with such high levels of need in the school. Staff have done trauma informed training, and there are two ELSAs but no pastoral team. KW has held 43 TAF meetings this year; this involves setting them up, chairing them, writing the minutes, applying for packages for families and everything else that's needed.

Is there anything we can do with other local schools, such as club together for a pastoral teacher who goes around the group of schools?

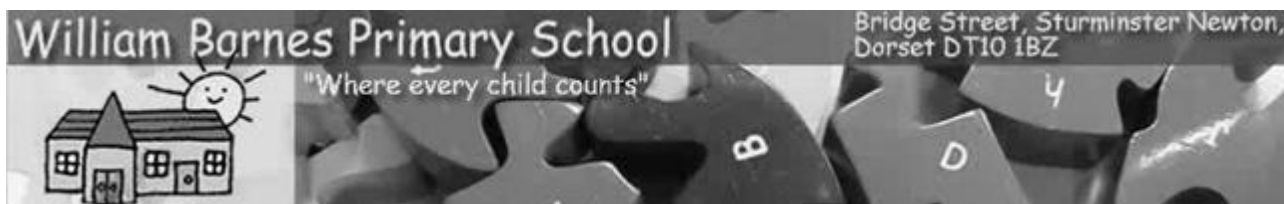
Could investigate a play therapist idea – recently paid £1600 for package through Dorset Family Matters for one child which isn't sustainable.

Is this a national picture?

It's a national picture that families are struggling. We have five LAC, compared to none a few years ago, none. And two children have recently left. There are six EHCPs with a potential another three in process of applying for an EHCP. Danielle taking on SENCO which will help KW's workload.

The chair's briefing suggested that Dorset Family Hub could help?

We haven't got one yet, the nearest one is in Dorchester. Might be a pop up in Sturminster and it will be interesting to hear how that develops. Potentially a place where families can go for help. Many local families don't drive and many struggle to do things online.



Is there a possibility families could use the Governors' Room at a certain time each week for families to contact the Dorset Family Hub?

Yes, this is certainly an avenue worth exploring.

Budget

Governors discussed the confirmation received from the LA:

Thank you for submitting your updated budget plans. We're able to confirm the budget was 23/24 is accepted and can now be uploaded. We recommend regular monitoring of a five-year plan, updating access education budgets with any changes where changing identifiers of you reflected areas to look at you are currently using your carry forward surplus. The balance your budget and in your deficits are increasing. Please review your cost based carefully to ensure its sustainable going forward and you get closer to balancing in year."

In essence, this confirms what was said at F & P, that we should not be using surplus, we should be cost cutting to get the basic cost down. So we need to be careful going forward balancing that with our need for the extra teachers' assistance and support.

Governors agreed in principle but important to look at the bigger picture and bear in mind teachers' well-being, considering teacher retention is a national problem.

Fortunately, £4414.00 has been received from the English Hub. Governors thanked LG for putting in all the work for that, which enables the funding of the reading scheme and reading books.

KW thanked governors who had very kindly donated for treats for the staff, which was very, very much appreciated. Thank you so much.

Attendance

Attendance will remain a priority on the RAP next year. KW has joined the LA and DfE Attendance Hubs to look for new ideas.

Off agenda: Local new housing development

Governors discussed the possible implications of the planning agreement for the development, there will be making significant financial contributions towards local services and facilities, totalling nearly £1.6 million. These are set to include more than £690,000 towards primary and secondary schools, £420,000 towards Conway and Leisure Centre, £150,000 towards training or the sports facilities. However, the school hasn't received any information about any funding either how much or when it would be paid.

Governors agreed to investigate and find out if the school is likely to receive any funding, by emailing councillor Carole Jones as a first step.

8. Policies

To approve the following policies recommended by committees for adoption:

Curriculum Committee:

English, Design & Technology, Computing, Maths, Mobile Phone, MFL, More Able Pupils, Music, PE, Jigsaw, Science, and SEND

F & P Committee:

- Complaints
- Complaints – Persistent and Vexatious
- Confidentiality
- Whistleblowing
- Work Experience



- Updated medical policies from the LA

MDA confirmed as named governor on the Supporting Children with Managing Medicines policy. This policy was updated. Parents now required to state a specific time for giving children non-prescription medication such as Calpol rather than as and when.

9. Well-being

NL has adapted the questionnaire from Anna Freud, which wasn't very user-friendly. Most responses have now been received, so she will be able to identify any common themes and see if there is anything that needs to be looked at.

10. Safeguarding Update

There's nothing specific to update at this point. Governors noted the updated Keeping Children Safe in Education document will come out in September 2003. The Child Protection policy will be updated accordingly.

Discussed the new requirement for the school leaders to monitor staff usage or devices. This many need to be included in a new staff induction policy – informing staff that their internet use will be monitored while in school.

Discussed WhatsApp groups, and it was agreed that staff groups should have a clearly defined purpose and separate groups to be created when required, for easy communication about school trips, for example, which could be deleted after they have served their purpose.

11. Chair's Briefing

CJ shared slides from the Chairs' Briefing before the meeting. Attendance was discussed and 'Belonging' was the theme which also came up at KW's HT briefing.

12. Clerk's Report

Summary of current GB constitution, vacancies, terms of office due to end etc.

One co-opted governor and soon to be one staff governor as this is RH's last meeting. Will organise staff governor election in September. Governors thanked RH for his valued contribution as a governor for 20 years.

Still need vice-chair – to be discussed at next FGB

Update on Clerk's Briefing – on 5th July, will share resources when available.

Update on skills audit – waiting for more responses to come in. Explained to new governors the purpose of the skills audit which is to identify and gaps and use to target recruitment.

Training and attendance records

Attendance records shared before the meeting and will be published on the school website. Query over the date of one of CC meetings; Clerk to check. Governors encouraged to do NGA training and send certificates to the clerk to keep the records up-to-date.

13 Any Other Business

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14. To agree the dates of the next meetings

Provisional Meeting Dates for 2023-2024

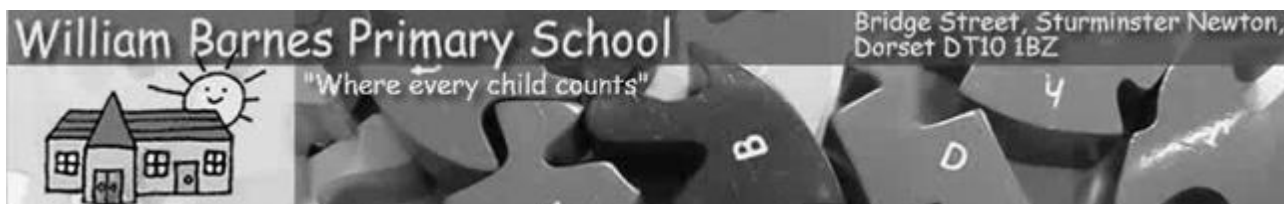
FGB

Monday 18th September

Monday 20th November

Monday 25th March

Monday 1st July



Curriculum Committee

Monday 9th October

Monday 15th January

Monday 10th June

Finance and Personnel/ Environment Committee (5.30 pm start)

Monday 27th November

Monday 19th February

Monday 22nd April (Budget-setting, all invited)

Monday 24th June

These were agreed. First FGB to be in person and then Teams meetings in the autumn/winter moving to in-person meetings in the spring/summer.

Actions agreed at this meeting:

- KW to investigate the possibility of using the governors' room as a place for parents to contact the Family Hub at specific times
- Governors to investigate funding allocations associated with new housing development
- Vice-chair still needs to be appointed