



STICKLAND'S C.E. V.A. PRIMARY SCHOOL

Aspire, Believe, Belong and Achieve.

Let Your Light Shine Matthew 5:16

Full Governing Body Meeting Minutes

Monday 26 February 2024

Governors	Position	Initials	Present
Ruth Adler	Headteacher	RA	Y
Nicky Bower	Parent Governor	NB	Y
Jax Comyn	Foundation Governor	JC	AA
Daniel Ingles	Foundation Governor	DI	Y
June Jach	Clerk to the Governors	JJ	Y
Gay Lewis	Foundation Governor	GL	Y
Andy McAney	Local Authority Governor	AM	Y
Suzie Mutch	Foundation Governor (Chair)	SM	Y
Anna Low	Staff Governor	AL	Y
Emma Hodgkinson	Parent Governor	EH	AA
AnneMarie Henham	Pending Governor	AH	AA
Elizabeth Rendell	Pending Governor	ER	AA
Lisa Cracknell	Support Services Manager	LC	Y

No	Item	Action
1.	Meeting started at 1.10 p.m with an opening prayer from Daniel Ingles	
2.	Present See register above	
3.	<p><u>Organisational items</u></p> <p>Apologies received from Jax Comyn, Elizabeth Rendell and Annemarie Henham. Emma Hodgkinson hoped to join via link.</p> <p>Pecuniary interests - no change.</p> <p>Minutes of previous meeting held on 27 November 2024, agreed</p> <p>Matters arising - none</p>	All Govs
4.	<p><u>Standing matters</u></p> <p><u>Safeguarding report completed by Gay Lewis</u></p> <p>The report was available in the Governors area before the meeting, GL asked whether posters should be displayed advising children of different pathways to seeking help. RA said Childline posters are already in place. General discussion around sharing of information. Some children talk to their Readers. Readers have had basic Safeguarding Training from school. Positive that readers are passing the information on to DSL. AL stated that every child has information available everyday and in each class. GL confirmed as she had witnessed this during her visit.</p> <p>Discussion moved on to proposed perimeter fencing. Important to find the right balance in the small village environment. A Governor asked for clarification about what exactly is needed. RA stated there needs to be something that will keep children safe in the school and that also restricts access to the school and grounds to only those authorised. One of the difficulties is making sure the field is available for village use during evenings and weekends. Parents must also be able to get inside any perimeter fencing whilst waiting to collect children.</p> <p>The school office would monitor anyone needing or trying to gain access. There may be occasional delays as there are times when staff are not in the office.</p> <p>The chair asked at this point whether local support should now be sought. Further discussion and questions asked by Governors.</p> <ul style="list-style-type: none"> • Is there a significant risk? • Has there been consultation about method and appearance? • Would a fence be a deterrent? • What level of threat is there? 	

	<p>There is a risk although all recognised that this is small. Nevertheless any risk needs to be minimised.</p> <p>RA said there had been consultation and further discussions. There will be further consultation.</p> <p>It's not possible to say whether the fence would be a deterrent but in the event of an incident would give staff and children a better chance of getting to safety.</p> <p>Ofsted cannot insist on perimeter fencing.</p> <p>RA will contact Linda Rowley from the Diocese and also Richard Howes ECL</p> <p>A Governor asked how frequently Safeguarding training should be undertaken by Governors. Guidance is that training should be 'updated regularly'. A Governor asked whether the training is regularly updated, with newer versions available. It was confirmed that the training is regularly updated.</p> <p>The Chair and Headteacher thanked GL for an excellent report.</p> <p><u>Wellbeing</u></p> <p>Nothing to report</p> <p><u>Previous Ofsted recommendations</u></p> <p>There has been improved spelling and handwriting - this is expanded upon in more detail in the SDP</p> <p>Maths - systematic working is evident in books and children regularly use the vocabulary</p> <p><u>Training questions</u></p> <p>Chair asked whether Governors talk to children about their learning and whether they are enjoying their lessons. All agreed that they do. A Governor said that they really like the new questions on the report form. They act as a good prompt.</p> <p><u>External Visit</u></p> <p>The main outcome from the external report from Sarah Cook was regarding staff changes with new approaches often put into practice. . There is now a long term plan for each year group to have a very detailed plan that covers who, what when and how. This will make it easier to monitor and practise shared with new members of staff.. A Governor asked if handwriting was included. AL - yes it is.</p>	<p>RA</p> <p>All govs</p> <p>All govs</p>
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	<p>A Governor asked if teachers are monitoring English across all subjects including visits. AL said that there are opportunities to apply writing skills in all subjects but in English the focus is on the subject and moving them on to make progress. Agreed that it was a really useful visit</p> <p><u>Governing body CPD and visits</u></p> <p>SM asked that reports be labelled by subject rather than by person performing and asked JJ to update existing reports..</p> <p>A new question has been added to the proforma blank report "How did the school show its Christian individuality?"</p> <p>The Chair thanked the Governing Body for their visits and reports this term. No further questions were received from the Board for the visits.</p>	<p>JJ (actioned 28/2)</p> <p>All Govs</p>
5.	<p><u>Headteacher's report</u></p> <p>World book day was discussed and both RA and AL stressed that it was not compulsory for children to dress up. Some children like to dress up, some don't, for whatever reasons. Effort has been made by school via communications to parents explaining the options and providing easy and inexpensive suggestions.</p> <p>RA reminded all of the importance of logging in on My Concern and keeping records</p> <p>RA explained the arrangements for the new member of staff who will join the school after Easter. Interviews were held with 2 applicants. Olivia Page was successful. She is an Early Career Teacher, has been a TA and worked in a similar local school. The lesson she delivered at interview was excellent. Olivia will be working 3 days per week.</p> <p>On attendance, a Governor asked what period of time the data covered. RA confirmed this was for the whole school and the current academic year.</p> <p>A Governor asked about persistent absence e.g less than 90%. RA explained that children who have left the school stay on the roll for the remainder of the academic year and this impacts data. Further questions were asked by Governors about absences in general and RA clarified. RA said that by National standards, (particularly when taking out those no longer on role) attendance is good. A Governor asked about absences for travellers' children. RA described the circumstances when a child might be absent, for instance if parents are working away. Children who are on approved leave due to traveller status are given work to take with them. AL said that children are very good at completing this work and enjoy sharing what they have achieved with the class on their return. There was general discussion</p>	

	<p>regarding children with frequent absences. RA said school always ask parents if there is any way in which they can support or help. One family had been particularly unfortunate with a series of short illnesses. Governors asked if parents are reminded of the importance of education and if there is anything that Governors can do to help. RA explained that everything possible is done and this includes communications to parents both directly and through local media e.g. Chimes magazine.</p> <p>RA asked questions of the Governors regarding the protocol for visitors and are they happy with arrangements. Governors agreed that they are happy with arrangements.</p>	
6.	<p><u>Chair's report</u></p> <p>This had been distributed prior to the meeting. SM asked whether Governors believed there should be a complaints procedure covering complaints against the FGB. There have been no complaints to date. General discussion with a Governor suggesting that initially there should be an internal investigation reporting back to the complainant. The complainant would then be asked if they would like the complaint escalated in which case it would be referred to county.</p> <p>A Governor asked if there had been any uptake for the Diocesan training offered relating to Academisation. None had enrolled on the training course. All agreed that the collaboration with local schools works very well and is being used as a model for schools in other parts of the county and so academy status is not currently something of interest to school. SM confirmed that there are strong connections with other schools.</p> <p>A Governor asked about the reduced cost of collaboration which is now £8 per capita. Savings have been possible because of the number of schools involved, currently 9 schools. Collaboration costs include some sports, questionnaires etc.</p>	
7.	<p><u>SDP - School Development Plan</u></p> <p>RA had uploaded details on the Governors site in advance of the meeting and asked for any questions.</p> <p>RA was unsure if an invitation had yet gone out to parents about the information evening being held on Monday 4 March.. The theme of the evening is School Vision and Values. Parents will be encouraged to get onboard with the vision, including considering the vision for themselves and their lives. The children are very clear on the Vision and are reminded daily. It really feels as though the children are benefitting from the vision. A Governor suggested awarding a certificate for this. RA explained that the collective worship part of the SDP needs updating. RA and DI will work together on this with the aim to have it completed by the end of summer term. RA to move the section in the SDP to reflect this.</p>	RA DI

	<p>Cyber security training is scheduled for 11 March with all staff and governors required to attend.</p> <p>SM asked AMc how his help with the maths group was progressing. AMc said that it was useful to read the response to his report from a teacher. However, he didn't want his reports to be viewed as an assessment. New predictions are much better. It is difficult to identify trends as there is no data for 2021. AMc conducts a weekly maths visit which he is enjoying and is going well. SM and RA thanked AMc for his work with the maths group. Interaction with staff and children is really valuable.</p> <p>English plan: A Governor asked if anything needs to be highlighted. AL said that parental engagement, particularly with reading at home, is a challenge. It's really difficult to promote reading at home. Parents have been offered the opportunity to come into school and read with their child. That said, engagement with reading with children in school is much improved. Spelling is a particular focus. AL is researching an online tool where children can battle against each other in spelling and she believes that children will enjoy this approach. A Governor asked as a school, how much parental involvement is expected. It is more challenging since covid. AL said that there are peer readers who support other children and that there is dedicated reading time each day. A Governor asked if there are ever concerns about parent's literacy as this could impact. None known at present. AL said that there is a structured approach to English and that she has completed a lot of CPD training recently. She will be able to apply the new knowledge.</p> <p>There followed general discussion about the amount of time spent in compiling the development plan for English. AL and RA confirmed that specific time is allocated to AL for this. It's generally believed that for now, this is the best approach, though perhaps with fewer categories.</p>	
8.	<p><u>Main focus areas</u></p> <p>Data review of the Autumn term 2023 (various key groups PP etc.) Predictions update for July 2024 & Ways forward (adjustments to our SDP)</p> <p>RA talked through the data and explained the context of information provided in the form of handouts. AMc said that he will continue working with individual year 6 children over the coming weeks which may improve the predictions on maths a little.</p> <p>A Governor commented that there seems to be considerable progress, particularly for year 6. Question was asked about what had made the difference. It was believed that different interventions had impacted together with consistent White Rose teaching across the school. Results are building year on year. Writing for pleasure approach is also having positive effects on attitudes towards writing.</p> <p>SM thanked RA</p>	

9.	<p><u>Resources</u></p> <ul style="list-style-type: none"> Finance update - This was provided by LC. Report for the end of January has been sent out and the situation has not changed significantly for February. The bigger excess is due to the children who have left. LC hopes to claw back the top up funding for one of the children from Somerset LA. If money has been allocated for a specific reason then it would not be lost at budget year end. There was discussion about residential trips. RA said that these are more complicated since covid, particularly as insurance can no longer be obtained for covid cancellation. Those present thought that parents may be more relaxed about allowing children to go on residential trips and that perhaps it's time to move forward. Outturn - All agreed. A Governor asked what return there has been from the solar panels and LC explained that there is no way of knowing. Oil and electric consumption is much reduced this year. Benchmarking - Reviewed and nothing unexpected. The governors are happy with the spending compared to other schools. Contract review schedule - Some of the contract costs have not yet been provided by County therefore, this will need to be reviewed at the next meeting Value for Money review - This is a County document that provides guidance for large purchases, governors approved this.. SFVS - Approved as no risks highlighted. ICFP - The data was only received on the day of the meeting so this will need to be carried forward. 	
10.	<p><u>Policies for approval</u></p> <p>Policies were unanimously approved.</p> <p>A Governor asked how staff are praised. Staff have been on the 'mention bench' occasionally. RA said that the culture in school is good and that staff routinely thank and praise colleagues. SM confirmed that when she was at school for the recent interviews staff were all very supportive of each other</p>	
11.	<p><u>AOB</u></p> <p>Little Acorns nursery - Village Hall</p> <p>School has been approached by the management of Little Acorns. Little Acorns nursery is currently run in the hall adjacent to school. As the village hall is in very poor condition, Little Acorns is hoping to find alternative accommodation and would be interested in moving onto school premises. RA said that the school would be happy to accommodate Little Acorns but an additional building of some sort would be needed.. RA has approached the</p>	

	<p>Diocese and is awaiting a response. A Governor asked whether this might be a good move and may increase future admissions to school. It was generally agreed that it might. The Chair asked Governors to agree at this meeting whether to support the idea in principle. RA said it would be important that there were clear policies and procedures introduced to ensure clear definitions and links between the two establishments.</p> <p>SM asked for a vote. Voted unanimously in support.</p> <p>RA updated Governors on the planned event in the village hall as part of Stickland's 150. A ukulele performance by Sam Brown and band is scheduled for 19 April to raise funds for the school. NB and AMc will be helping behind the bar,. SM is sponsoring the bass. Alcohol will be served by the Village Hall with their stock to be used. More may need to be purchased. Details will go into Chimes and other parish bulletins plus other publications possibly. Doors will open at 7.30 for 8.00 start. It was agreed that tickets will be £10 in advance. SM to look into printing/distribution of tickets.. School to contact parents and distribute direct sale tickets. Fossa is onboard to promote the event and help sell tickets.</p> <p>GL apologised for leaving the meeting at 15.00</p>	<p>RA</p> <p>SM, AMc, NB</p>
12.	<p>Date of next meeting.</p> <p>Monday 25 March at 13.00</p>	
13.	Closing prayer by Daniel Ingles	
	Meeting ended at 15.38	