



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 27 November 2023 at 1.00 p.m.

Governors	Position	Initials	Present
Ruth Adler	Headteacher	RA	Y
Nicky Bower	Parent Governor	NB	Y
Jax Comyn	Foundation Governor	JC	Y
Daniel Ingles	Foundation Governor	DI	NAS
June Jach	Clerk to the Governors	JJ	Y
Gay Lewis	Foundation Governor	GL	Y
Andy McAney	Local Authority Governor	AM	Joined at 13.55
Suzie Mutch	Foundation Governor (Chair)	SM	Y
Anna Low	Staff Governor	AL	Y
Emma Hodgkinson	Parent Governor	EH	
AnneMarie Henham	Pending Governor	AH	AA
Elizabeth Rendell	Pending Governor	ER	Y
Louis Van Zyl	Cyber security visitor/presenter	LVZ	Y
Lisa Cracknell	Support Services Manager	LC	Y

No	Item	Action
1.	Meeting started at 1.10 p.m with an opening prayer.	
2.	Present See register above	
3.	<p>Cyber security presentation by Louis Van Zyl</p> <p>Louis introduced himself and provided background to his knowledge of technology and his interest in the vulnerability of schools to cyber attack. He cited a local school that had recently experienced a serious cyber attack. Cost of obtaining cyber security consultancy services is very high. Louis is using 4 local schools as a pilot for his training. Schools aren't always aware of what's available or what's needed, so awareness is key. Louis had issued a questionnaire survey to school and he used the results to inform his presentation. Louis presented several slides. <i>Post meeting, Louis emailed slides and these have been forwarded to all Governors.</i></p> <p>Cyber security risks should be included in the school disaster recovery plan to ensure preparedness. Dfe have set cyber security standards and school should be aware of these. Louis outlined some of the more common problems such as dark web and ransomware. It's important that school identifies their most critical data. Some explanation was given regarding backing up data. A governor asked about cloud solutions and what protection is given by providers. Louis said that schools should not rely on the security of cloud storage solutions and should look to ensuring critical data is backed up in other ways with perhaps backup external drives stored in a fire proof cabinet. There was discussion about RPA insurance and what cover that might provide following a cyber attack.</p> <p>It was suggested that cyber security should be included on the agenda for every FGB.</p> <p>Discussions followed regarding staff training and awareness.</p> <p>On Monday 4 December Louis will be providing training to all staff and governors. It's important, going forward, that training and awareness is constantly refreshed and not seen as a one-off exercise.</p> <p>The chair said that there would be further discussions outside of this presentation and following the scheduled training.</p> <p>The chair thanked Louis for the presentation. Louis left the meeting at 1.40 p.m.</p>	All Govs
4.	<p><u>Organisational items</u></p> <ul style="list-style-type: none"> • Apologies were received from Emma and accepted. Andy had notified the chair that he would be late. Chair advised that Sadie Watson has resigned as Associate Governor. • Pecuniary interests - no changes. • Minutes of previous meeting (17 October 23) were approved • Matters arising - Sadie has agreed to continue with preparations and co-ordinating events for the 150th anniversary in 2024. There are a few events planned already including a fundraising gig in the village hall. Charlotte Townsend has been invited to be included in the anniversary 	All Govs

	<p>celebrations in various ways. A Governor said that a fashion show held at the house previously was a great success and perhaps could be repeated?</p> <p>GL left the meeting briefly at 13.40, returning at 13.45</p>	
5.	<p><u>Standing matters</u></p> <ul style="list-style-type: none"> Safeguarding - GL had conducted a safeguarding visit and submitted a report to the Board. SM thanked GL for her work. GL referred to paragraph 112 for KSIE 2023 regarding assessment procedures. There was general discussion regarding our policies and the fact that these cover pan Dorset requirements. GL felt that governors should have a look and comment on whether they feel the school is compliant.. It was suggested that this could be included in the next meeting. There are currently 3 Safeguarding issues that are being actioned and monitored. The Safeguarding training file is comprehensive and impressive, showing that all training has been completed. Two Governors commented that accessing and completing the training was not an easy task. <i>Post meeting, a training session has been arranged for 4 December to which all Governors have been invited. The training will be conducted by Nicky Diment, Governor Support at Dorset County.</i> Wellbeing - RA stated that everything seems to be fine at present with no concerns raised at staff meetings. Some training has been planned Previous Ofsted recommendations - A Governor asked why school is only rated as good when there are so few areas to be improved upon. RA said that we should concentrate on what is outstanding for our children. Training Questions: - A general discussion regarding frequency of Governor visits to school. This varies depending on subjects. All Governors are aware of the requirements. Governor visit recording may need improving and SM and JJ will review. SM asked if, when on site, Governors ask children about their learning. There was general discussion External visit reports - Linda Rowley (School Improvement Consultant (SIC)), Sarah Cook and Sheila O'Donnell (Education Challenge Lead) have provided positive reports on their recent visits to the school. Governor Visits - GL has recently visited for a Safeguarding Review. NB has visited for an Early Years review 	<p>All Govs</p> <p>NB, JC</p>
6.	<p><u>Headteachers report</u></p> <p>This had been distributed prior to the meeting and was noted 'as read'. There were no questions.</p>	
7.	<p><u>Chair's report</u></p> <p>SM introduced JJ as the new clerk.</p> <p>RA had issued a parent questionnaire at the recent parents evening to obtain feedback from parents on their views of the school. SM lead the discussion on</p>	

	<p>the results: A couple of the negative responses were discussed. It was noted that as the questionnaire responses were anonymous it wasn't possible to follow up the negative responses. It was thought that the scoring on these two may have been an input error as the Head has received no negative comments or concerns from parents. There was general discussion about future questionnaires and how they can be presented to allow parents with concerns to raise them or to provide more detail.</p> <p>The Parents information evening in February will focus on the school's Vision and Values and on pupil learning. RA advised that Well-Being Warriors were to be introduced in the New Year and explained how this will work. Governors agreed that this is an excellent initiative.</p>	RA
8.	<p><u>SDP (School development plan)</u></p> <p>This will be updated at the end of term.</p>	
9.	<p><u>Main focus areas</u></p> <ul style="list-style-type: none"> • Use of PP & PE funding - this is supporting disadvantaged pupils. RA provided a number of print outs showing how money is being spent and in what areas the school has to report. SM asked about swimming pool data and whether all schools have to complete this. RA confirmed that they do. As a school with own pool, we save money as there are no associated additional costs such as transport to a pool, leisure centre fees and staff travel time. All details are on the website. Some staff training is provided for PE. • SDP Focus Group - A review will be completed towards the end of term. In terms of main issues regarding SDP it will be better to look at this in February 2024. A Governor asked where the data is extracted from. • Updates SEN/PP, LAC report/PP funding. - RA provided print outs including a new spreadsheet and this will be used in December to track progress against last summer's data. A Governor asked if RA thinks progress is being made. RA explained that until December, it's not possible to be certain. Every term there is a sheet for each child showing the support each child receives. RA is confident this supports and illustrates how the school tracking each child and where they are getting additional support when needed. A governor asked whether a TA will be just for that child or shared within the class. RA explained how TA's focus on the child that needs support but when not needed for that child they are able to support the teacher in other ways. • SENCO update - A print out was provided by RA showing data from the summer. There was general discussion about how the data is used using RAG (Red, Amber Green). These are reviewed regularly by RA. SM thanked RA and the staff for the data • Greater depth - There isn't currently capacity for someone to be looking at GD as a separate strand and Greater Depth children are being targeted through English and maths sections of the SDP. Staff are aware that developing GD is a continued focus for the school. 	RA

	<ul style="list-style-type: none"> ECO Activities and targets for the year - an Eco plan has been put together by the ECO council and RA provided a print out. There were general discussions and explanations. Equality and Diversity. School continues to work on building a Diversity calendar. Parents have come forward to support this project and so it is work in progress. 	JC SM
10.	<p><u>Resources</u></p> <p>The Finance report was brought forward to the start of the meeting so that LC could present and then leave the meeting</p> <ul style="list-style-type: none"> Finance report - LC presented the report. Prior to the meeting a Governor has asked how were funds from Pupil Premium allocated, how it was spent and what impact it had. LC said that she had posted the answers to these questions on the website. SM asked about costs overall. LC said that County had advised that any apparent overpayments on utilities at this time would be adjusted at year end. LC believes that at the moment fuel costs are o.k though it's difficult to project. LC needs to return a form to County. A Governor asked a question regarding shared TA cost. RA and LC explained. LC stated that school needs to look at making savings wherever possible. Some pupil premium funding has been lost as a family has moved area. If staff leave then each vacancy needs to be looked at and not simply replaced like for like. A Governor asked why the budget is higher for English than Maths. This was explained by RA. Outturn for approval - The flooring situation and leak was discussed. The problem/cause has now been identified and there are plans to repair and rectify. Dorset council believes that the entire floor will need to be lifted and replaced. A Governor asked why fundraising can't be done so that a new parquet floor could be laid. LC explained that this is urgent work and that there really isn't time. School would be given some choice, within the budget, on the replacement flooring. There were discussions about selling or freecycling the lifted parquet flooring. Virements <p>All agreed</p>	
11.	<p><u>Policies for approval</u></p> <ul style="list-style-type: none"> Teaching and learning policy Social media policy GDPR County update - Teachers Pay policy County update - Support staff pay policy <p>All were approved</p>	

12.	<p>AOB</p> <p>Governors had previously asked about positive feedback and RA provided details of recent feedback. Governors thanked RA for the information.</p> <p>AL said that there is a samba performance on Wednesday at 1.30. Everyone is welcome to attend.</p> <p>Chair thanked everyone for their time.</p>	
13.	Closing prayer	
	Time and Date of Next Meeting - 1.00 p.m. 19 February 2024	
	Meeting ended at 14.58	