

## ASHLEIGH PRIMARY SCHOOL & NURSERY

### Minutes of the meeting of the Full Governing Board 22 March 2022 at 4.30 pm at Ashleigh

	<p><b>Present:</b> Gavin Tash (GT), Sam Greenhalgh (SG), Jennie Reavey (JR), Becs Dungay (BD), Lis Jennings (LJ), Hayley Dowling, John McConnell (JMc), Jo Satterley (JS), Danni Lacey (DL), Carolyn Ellis-Gage (CEG) and Sarah Sprake (SS).</p> <p>In attendance: Johanne Bolver (JB), Clerk.</p>	<b>ACTION</b>
<b>1.</b>	<b>Welcome and Apologies</b>	
1.1	Apologies were received from David Woozley (DW).	
1.2	Sharon Hill (SH) did not attend.	
<b>2.</b>	<b>Notification of any other urgent/confidential business</b>	
2.1	None.	
<b>3.</b>	<b>Minutes of the previous meeting – 27.1.22</b>	
3.1	The minutes were agreed as a true and accurate record of the meeting.	
<b>4.</b>	<b>Matters Arising</b>	
4.1	All actions were discussed throughout the meeting.	
4.2	18.2 SS to attend New Governor training – all courses are full at present, SS to book for a future date. <b>Action.</b>	<b>SS</b>
<b>5.</b>	<b>Declaration of Business Interests/Conflict of Interest.</b>	
5.1	None declared.	
<b>6.</b>	<b>Membership of the Governing Board</b>	
6.1	No change.	
<b>7.</b>	<b>HT Report</b>	
7.1	JMc had shared his Headteacher report on Governor hub which governors had read ahead of the meeting and they were asked if they would like to raise any questions.	
7.2	Steve Howard, Site Manager has been off sick since 17 January. JMc has asked in the Cluster if there is any additional caretaker staff available. JMc is checking in with Steve on a regular basis. <b>Is there anything that can be outsourced to a contractor? Challenge.</b> JMc has asked NCC although no resources are available. JMc will make contact with colleagues via the HT Covid WhatsApp group. <b>Action.</b>	<b>JMc</b>
7.3	<b>Absences – Covid – are we still using the mapping exercise for Covid? Challenge.</b> No, but we are maintaining the register for Covid. We are no longer required to map but we can still track the trends. The office staff are still spending a lot of time on this.	
7.4	Question of the week is around School Dinners. A huge amount of positivity has been received and DL has challenged Edwards & Blake to make the menus more varied and exciting but keeping in with the healthy food scheme. Our contract ends March and governors discussed and agreed that we assess the new menus before we continue with the contract. We will look at changing the Tea-Time menu too. <b>Support.</b>	

7.5	H&S – 5 prejudice related incidents reported on Oceans which have been dealt with. JMc assured governors these incidents are taken seriously. <b>Is this relating to the same children as before? Challenge.</b> It is about 50/50 and low level. <b>How do the parents react with these incidents? Challenge.</b> They are generally very supportive.	
7.6	We have had a child with a 1-day fixed term exclusion related to behaviour beyond our care and control. <b>Has this had a positive effect on the child? Challenge.</b> JMc feels it will happen again. <b>Governors asked if the behaviour was an indication of any additional needs? Challenge.</b> DL confirmed that all support is in place – Thrive.	
7.7	<b>Have there been any surveys taken place regarding the after-school clubs/lunch time clubs? Challenge.</b> JMc agreed this will form the question of the week next week. <b>Action.</b>	JMc
8.	<b>Finance and Personnel updates</b>	
8.1	Budget setting meeting 2022/23 took place and GT has completed the monitoring report. We continue to carry forward a surplus going into the new financial year although this is decreasing. £22k will go into Capital fund and all spend has been agreed.	
8.2	Autumn Term RAG Report – We received an Amber rating overall. 5 areas include JMc has been in post for less than a year, audit report on asbestos to be completed and minor issues identified and being actioned.	
8.3	SFVS submission – signed off as complete/submitted.	
9.	<b>Premises &amp; Safety (Report on Governorhub)</b>	
9.1	More signage is in place around the school. New murals are displayed and farm working well. A play tree has been installed and all work has been completed in a sustainable way and governors agreed the project is value for money. <b>Can we promote this is sustainable? Challenge.</b> Yes, JMc is very proud of the work completed. £83k is the cost for the project.	
9.2	Communal space and multi-use of rooms have been discussed.	
10.	<b>Budget Plan 22/33 - above</b>	
11.	<b>Schedule of Documents</b>	
11.1	<b>CPD Strategy (on Governorhub)</b> a) <b>Are EHCP's a prominent area of need? Challenge.</b> Our approach is to make the school more autism aware. We have a huge expertise within the school and would like all staff to be trained in this area. b) <b>Going forward will the training split be similar? Challenge.</b> Training courses are ongoing and ensure the school is lead strongly. NCC offer schools a lot of Safeguarding courses and all are worthwhile/good practice. c) Governors felt this was a very useful document.	
12.	<b>Approval of Outdoor Spend</b>	
12.1	<b>Playground</b> a) 3 quotes received. Pentagon Play were the preferred company as they illustrated what we want to achieve outdoors. A zoning playground and running track will be created to make playtime more structured. b) <b>Will the children be expected to lead? Challenge.</b> DL is creating a leader	

	<p>pack and will work with the MSA's. Cost of works is £68,072 and JMc confirmed there is money available in the budget for this. Governors agreed. <b>Support.</b></p>	
12.2	<p><b>Climbing frames</b> 3 quotes received for a £10,000 budget. JMc would prefer to go with Jim Buchanan's plan including a Tingle Tangle and woodland walk which is in line with the farm project. Governors approved. <b>Support.</b></p>	
13.1	<p><b>Pupil Premium and Sports Funding</b> JR met with Luke Wheeler and discussed the MUGA. JMc confirmed there is enough money available in Capital fund for this.</p>	
13.2	<p><b>Are we using the Sports premium money for the daily mile running track - £20k? Challenge.</b> Yes, we have £20k which needs to be spent in Sports Premium – JMc explained how the funding is spent.</p>	
14.	<p><b>Safeguarding</b> Report will be available at next FGB. <b>Agenda.</b></p>	<b>Agenda</b>
15.1	<p><b>Vulnerable Groups</b> CEG met with DL, monitoring report completed and on Governorhub. CEG confirmed everything is place and up to date.</p>	
16.	<p><b>School Policy review</b></p> <ul style="list-style-type: none"> <li>• Cyber Bullying Policy</li> <li>• Drugs and Alcohol Misuse Policy</li> <li>• First Aid and Intimate Care Policy</li> <li>• Online Safety Policy</li> <li>• SEND Cluster Policy</li> <li>• RHSE Policy</li> <li>• Finance Policy</li> </ul>	
16.1	<p>Behaviour Policy to be brought to next FGB to update consistency with Cyber Bullying Policy and Online Safety Policy. <b>Agenda.</b></p>	<b>Agenda</b>
16.2	<p>All policies were agreed.</p>	
17.	<p><b>Governor Monitoring and Training</b></p>	
17.1	<p>SS – Governor induction training booked.</p>	
17.1	<p>JR – completed Understanding Primary Data.</p>	
18.	<p><b>Wellbeing and workload.</b></p>	
18.1	<p>JMc confirmed all staff are doing a brilliant job.</p>	
19.	<p><b>Correspondence</b></p>	
19.1	<p>None.</p>	
20.	<p><b>Confidential matters.</b></p>	
20.1	<p>None.</p>	
21.	<p><b>AOB</b></p>	
21.1	<p>DL has produced a Safeguarding leaflet which will be handed to visitors to improve the safeguarding system. SG agreed he is willing to be approached via his Ashleigh email address if an allegation is made about the Headteacher. <b>Support.</b></p>	

<b>22.</b>	<b>Date of next meeting</b> <ul style="list-style-type: none"><li>• 10 May 5pm via ZOOM. SG to set up link. <b>Action.</b></li></ul>	<b>SG</b>
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Meeting closed at 6.30 pm

Signed (Chair): .....

Date: