

ASHLEIGH PRIMARY SCHOOL & NURSERY

Minutes of the meeting of the Full Governing Board 24.5.23 2022 at 4.30 pm

Held at Ashleigh Primary School & Nursery

	<p>Present: Gavin Tash (GT), Sam Greenhalgh (SG), Becs Dungay (BD), Lis Jennings (LJ), John McConnell (JMc), Danni Lacey (DL), David Woozley (DW), Sarah Sprake (SS) and Lizzie Landis (LL).</p> <p>Clerk: Jo Bolver (JB) via Teams.</p>	ACTION
1.	Welcome and Apologies	
1.1	Apologies were received from Sharon Hill (SH), Jennie Reavey (JR) and Carolyn Ellis-Gage (CEG).	
1.2	Lizzie Landis, Associate Member was present and is acting as Hayley Dowling's maternity cover. Introductions by governors were made.	
2.	Notification of any other urgent/confidential business	
2.1	None.	
3.	Declaration of Business Interests/conflict of interests	
3.1	None.	
4.	Minutes of the previous meeting – 29.3.23	
4.1	The minutes were agreed as a true and accurate record of the meeting.	
5.	Matters Arising	
5.1	SG reported a successful quiz and chips evening. c£500 was raised. Action: thanks to be passed on to the PTA.	JMc
5.2	Potential new governor. JMc has not heard from Pauline McMullan although has spoken to Maria Cornish, ex Head Teacher who has retired and has a grandchild starting in Reception in September. JM feels confident she will be willing to join the Governing Board. Action: JM to follow up.	JMc
5.3	Safeguarding. Action: SH and SS to notify FGB when Safeguarding training has been completed.	SH, SS
5.4	Ofsted logo on letter head and websites. JM has discussed this with teachers who didn't feel too strongly about this and were not opinionated but did acknowledge the issue. Governors discussed this further and agreed to have this as an Action point to review in Autumn 1. Action: Clerk to add to agenda in Autumn.	Clerk
6.	Membership of Governing Board	
6.1	GT will be stepping down as co-opted governor at the end of the year. JMc is hopeful that Maria Cornish will take on the Finance or Safeguarding governor role. Action: JMc to discuss.	JMc

<p>6.2</p> <p>6.3</p> <p>6.4</p>	<p>LJ will be stepping down at the end of the year. Thanks were passed to LJ and GT for their time and work as governors. Action: Handover for safeguarding to be completed. Action: Vacancies to be put in the newsletter.</p> <p>LA Governor vacancy. Action: JMc to contact Governor Services re LA governor (preferably with finance background). Action: SG to put an advert on Facebook and in the newsletter.</p> <p>Instrument of Government. Clerk confirmed this has been updated and sealed with the correct name of the school. This is filed on Governorhub.</p>	<p>LJ JMc</p> <p>JMc SG</p>
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p>	<p>Headteacher Report (Circulated on Governorhub)</p> <p>JM had circulated his report on Governorhub prior to the meeting which all governors had read.</p> <p>Attendance. Our Management Information System is linked to the DfE re attendance. JMc reported Ashleigh is listed as 17th out of 301 schools in Norfolk for good attendance. Persistent absence is a huge national issue and this has been noticed at Ashleigh.</p> <p>Interventions? Success? Challenge. We keep adding to these. The majority of children on interventions are improving although there are a few persistent absences who are not and there is a social worker involvement in place.</p> <p>Explanation of training budget on behaviour management? Is it because we have invested in the training budget or is it a challenge that we need to invest this much? Training that goes into behaviour is very low, there are a few ECT's attending a course. Training is more focused around the pastoral side, mental health, emotional wellbeing and personal development rather than teaching. Behaviour covers social and emotional interventions and it is working well.</p> <p>SAT's are complete. These were well organised and a good atmosphere was felt in school. BD came in to oversee the events.</p> <p>School numbers are changing from 11% to 15% in Pupil Premium. Is this a result of existing children falling into the catchment or new children coming in? Challenge. This is due to offering a reduced rate for some trips for Pupil Premium children and circulating information which is starting to incentivise Pupil Premium families to come forward. Fair access protocol is in place and children who join are usually SEN or Pupil Premium.</p> <p>Anti-bullying flow chart is on the website. JMc confirmed every time the word bullying is mentioned, our process is brought into action.</p> <p>The Tingle Tangle has been a huge success at playtimes.</p> <p>JMc would like to keep the Cluster going.</p>	

7.10	Data Data Groups Analysis – Spring Term 2022-23 was circulated on Governorhub and in-depth discussions took place. Focus is on Writing as this is the weakest subject across the whole school.	
8. 8.1	Finance Budget Plan 2023/24 - Budget setting meeting took place on 20.3.23. Report is on Governorhub.	
8.2	Spring Term RAG Report – Amber due to Year 3 deficit.	
8.3	Catering Contact a) We have 3 different offers for catering going forward. We are exploring options with Reed Catering Contracts. JMc was very impressed with Aspens, who have a good reputation and they offer a 3-year contract. b) What will happen with after school meals and breakfast? Challenge. They have promised us a fresh approach and are keen to build their reputation. c) What about health and nutrition? Challenge. JMc had discussions around this and due diligence has been completed. Governors agreed for JMc to go ahead with Aspens. Action: JMc to finalise contract and invite them to the summer fete and for tasters to be supplied for governors at the Deep Dive Day.	JMc
8.4	Broadband supplier – JMc will put through GH. Quotes for ipads, whiteboards and new broadband.	
9. 9.1	Premises, Health and Safety Alarm project ongoing to make a better movement system. Action: JMc to upload information onto Governorhub.	JMc
10. 10.1	Pupil Premium and Sports Funding Detailed in data analysis report.	
11. 11.1	Safeguarding Safer Recruitment - CEG. Monitoring visit planned for 21.6.23.	
12. 12.1	Vulnerable Groups Detailed in HT report.	
13. 13.1	School Policy Review Finance Policy. It was agreed to change the half termly budget reporting to take place termly. Policy agreed.	
14. 14.1	Summer 2023 Transition Detailed in HT Report.	
15.	Governor Monitoring, Development and Training Discussed above.	

16. 16.1	Wellbeing and Workload Staff Survey to take place in the Summer term.	
17. 17.1	Ashleigh 50 Party Plans ongoing.	
18.	Dates/Times Of Future Meetings <ul style="list-style-type: none"> • Wed 12th July - Deep Dive Day followed by FGB Meeting 	
19.	Confidential matters None.	
20.	Correspondence None received.	
21.	Any Other Business None.	

Meeting closed at 7.00pm

Signed (Chair): Date: