

ASHLEIGH PRIMARY SCHOOL & NURSERY

Minutes of the meeting of the Full Governing Board 27th January 2022 at 4.30 pm

Via ZOOM

	<p>Present: Gavin Tash (GT), Sam Greenhalgh (SG), Jennie Reavey (JR), David Woozley (DW), 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>Sharon Hill (SH) joined the meeting at 5.30pm.</p> <p>In attendance: Johanne Bolver (JB), Clerk.</p>	ACTION
1.	Welcome and Apologies	
1.1	None.	
2.	Notification of any other urgent/confidential business	
2.1	None.	
3.	Minutes of the previous meeting – 25.11.21	
3.1	Following some minor changes to initials, the minutes were agreed as a true and accurate record of the meeting.	
4.	Matters Arising	
4.1	All actions were discussed throughout the meeting.	
5.	Declaration of Business Interests/Conflict of Interest.	
5.1	DW informed the Governing Board of his joining a local Trust Charity. DW will update his business interests on Governorhub. Action.	DW
6.	Membership of the Governing Board	
6.1	SG welcomed Sarah Sprake (SS), new parent governor. SG explained how the Governing Board operates and will speak to SS separately to discuss if there was a particular area of support that could be provided. Action. SS was asked to write a short biography for the school website and send to DW to upload to website. Action.	SS / SG SS / DW
6.2	A LA governor vacancy still exists although SG feels it is not an urgent requirement to fill at the moment.	
7.	HT Report/Document Review Schedule	
7.1	JMc had circulated the Documentation Review Schedule; including Premises Development Plan, HT's Report, H&S Report, Autumn Term Achievement Data And Parent Survey analysis. Governors had read the documents ahead of the meeting and they were asked if they would like to raise any questions.	
7.2	Are Oak Academy resources mapped against the curriculum? JR reported feedback that resources were restricted and not challenging. Challenge. Letter with information went out to parents. We have had such a high level of absence; our focus is keeping the school running. The purpose of Oak is to explore - for all levels and if a child is to keep up with schoolwork, then these are the specified units. JMc is aware it is not perfect.	
7.3	Is there any evidence available to support identifying those children who have been doing home learning and who haven't? Challenge. No, but the	

	benefit of a long absence with a large number of children is that you need to go back over areas of learning. We are not seeing any implications of the latest Covid absences as it is too early to say. It is unlikely that missing these days will put a dent in progress.	
7.4	What is the uptake on home learning? Are there any checks in place? Challenge. The children can put anything they do onto Google Classroom. JS suggested putting a notification in the school newsletter stating what is required as there have been reports of complaints on social media. The expectations are still there for home learning.	
7.5	How are staffing levels? Challenge. Reception has been hit hard although all other years are good. Our focus is to ensure systems are running once children are back in school.	
7.6	Governors discussed in depth the impact of closing year groups and the rules set by the Government regarding attendance/Covid. JMc is not encouraging those to come in if Covid is present in the household.	
7.7	Ofsted ratings. JMc shared that 1% of schools are getting Outstanding at the moment. JMc feels our school is on track to retain its Outstanding status.	
7.8	Benchmarking - Ofsted Parent Survey - JMc shared the survey report. Bullying - Can we identify why some say they don't agree. Challenge. JMc and DL have an idea why but cannot be sure as to how old the instances are. JMc would be very surprised if any bullying instances have taken place within the last 6 months. Results are very positive with our school compared to other schools.	
7.9	What was the number of completed questionnaires? Challenge. It was completed by 169 parents. Do we now how this compares with National? Challenge. JMc reported that Ashleigh's number is quite high.	
7.10	Open classrooms took place from 29 th November to 3 rd December which was well received with lots of positive feedback. It was a good opportunity to invite parents into school.	
7.11	Golden Tickets - How are you making sure that praising everyone in public is suitable for SEN children who find this quite difficult and how are you adapting the Behaviour Policy to SEN? Challenge. There is no need to adapt as it is all inclusive. Golden tickets are given out for responsibility, safety, confidence, teamwork, empathy etc. JMc feels our approach is compatible with celebrating the success of others.	
8.	Finance and Personnel updates	
8.1	The SFVS checklist was shared with governors. GT confirmed we are compliant in all areas and justifications are in place. Governors approved it for submission. Governors to update the skills matrix on Governorhub. Action.	All
8.2	Budget Plan Revision 3 2021/22 – circulated on Governorhub Governors were made aware of a declining surplus. Governors agreed for SG to sign off.	

8.3	<p>Benchmarking - reports shared on Governorhub</p> <p>a) Ashleigh was benchmarked against similar schools and no red flags highlighted. Workforce – We are relying on support staff. We have a lot of support staff as we have 9 children with an EHCP and this is a good use of our resources. SEN is getting quite a proportion of our spend.</p> <p>b) Premises spend was rated high and this is because we have a large building with lots of different zones.</p>	
<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p>	<p>Premises & Safety</p> <p>Covered in HT report. BD and JS met for a handover.</p> <p>JS queried if there was a need for a Premises committee? Challenge. JMc and BD to continue to attend fortnightly Premise’s meetings. SS expressed an interest in Premises. Governors agreed that BD and SS would manage and monitor the Premises Management and feed back to FGB, revisiting the committee structure in September. Support.</p> <p>JMc mentioned that the second mobile unit might be removed in the Summer, which would leave some desired space.</p> <p>Premises Development Plan</p> <p>a) Where is the voice of the child in this plan, have we asked them about the elements of the plan? Challenge. School Council started in January and every child is part the of the School Council. On a weekly basis whole school vote takes place.</p> <p>b) Deep Dive Day – we need position some time to meet with the School Council. Governors will be invited to ask questions.</p>	
<p>10.</p> <p>10.1</p>	<p>Health and Safety</p> <p>Circulated on Governorhub.</p>	
<p>11.</p> <p>11.1</p> <p>11.2</p> <p>11.3</p>	<p>Schedule of Documents for FGB</p> <p>Premises Development Plan – shared and discussed above.</p> <p>H&S Report – shared on Governorhub.</p> <p>Finger guards were identified as missing around the school and these have been actioned. Every area of the school was covered. Feedback of visit was positive, and we were commended on our systems to monitor and check. Updates against actions to be reported at next meeting. Agenda.</p> <p>Autumn Term Achievement Data – shared on Governorhub.</p> <p>a) Writing was identified as an issue across the school. Work has begun to remedy this situation. Year 3 is the most affected across the county and nationally. PiXL is helping teachers to find the gaps, bringing in whole school programme and looking at for catching-up. In process of being sorted.</p> <p>b) How does PiXL pick this up? Challenge. An assessment lead is in charge of PiXL and has cross referenced PiXL reports to Pupil Asset. Does this work with Year 6 SATs? Challenge. PiXL is mainly used for high performing schools and in Year 6 there is more cross-referencing taking place to National.</p>	<p>FGB agenda</p>

11.4	Redesigned English curriculum JMc and HD are making sure objectives are met and standards are high. It is a carefully sequenced curriculum.	
12. 12.1	Approval of Outdoor Spend Governors agreed for £83,00 to be transferred to Capital Budget for Jim Buchanan to start work in February half term. How will the children be told? Challenge. All works will be shared with the children.	
13. 13.1	Pupil Premium and Sports Funding Additional Pupil Premium is not included in the budget. We have £20,800 of sports funding to spent by July. Update to be provided at next meeting. Agenda.	FGB agenda
13.2	DL has been working on some playground developments. Next meeting to discuss 3 proposals for playground development. Agenda.	FGB agenda
13.3	JR to meet with Luke Wheeler this term. Action.	JR
13.3	Should any of this money go towards a MUGGA? Challenge. We have money set aside for this, we need to ensure we spend the sports funding on something that would provide us with a legacy, eg. a running track around the playground.	
14. 14.1	Safeguarding Thanks were passed to DL for providing training. DL to send out dates for a second training session. Action.	DL
14.2	Audit of safeguarding practices to be completed. Action.	DL
15. 15.1	Vulnerable Groups Joint working continuing with SEND and catch up. More focus is on long term strategies.	
15.2	SEMH is the highest SEN need within the school.	
15.3	Speech and language therapy – JMc and HD have looked at a Communication Trust’s document for all children. A consistent and coherent approach to be built. JMc has a colleague with a focus on speech and listening who can provide support and JMc will make sure we explore all opportunities. CEG offered links and support. Support.	
16. 16.1	School Policy review Whistle Blowing Policy – adopted model policy. Approved. Support.	
16.2	Cluster SEND Policy - to be approved by Cluster Heads. Action.	JMc
16.3	KCSIE Guidance - September 2021 was shared with governors.	
17. 17.1	HEADTEACHER PERFORMANCE MANAGEMENT AND PAY AWARD SG, SH, and LJ met to discuss JMc’s appraisal in December and agreed a number of objectives. Governors felt JMc has settled in well and the school is going from strength to strength.	
17.2	Pay Award. Governors agreed to progress into the next spinal point on JMc’s one year anniversary to then be adjusted to April. Support.	

17.3	It was agreed to move JMc's approval timetable to September to coincide with the staff appraisals. Support.	
18.	Governor Monitoring and Training	
18.1	Safeguarding training to be revisited. Discussed above.	
18.2	SS to complete New Governor training. Action.	SS
18.3	Business Interests – DW shared with governors how to add business interests on Governorhub. Governors to update Governorhub. Action.	All
19.	Wellbeing and workload.	
19.1	It is a difficult time for school staff and we are getting back to normal. All staff are working very hard and we need to be protective of teachers regarding home learning and to be grateful to all staff who have pulled together with the significant teacher absence. A brilliant effort by all.	
17.	Correspondence	
17.1	None.	
18.	Confidential matters.	
18.1	None.	
19.	AOB	
19.1	None.	
20.	Date of next meeting <ul style="list-style-type: none"> • Budget setting meeting - 14 march • FGB – 22 March at 4.30pm 	

Meeting closed at 6.30 pm

Signed (Chair):

Date: