



St George's Primary School

Full Governor Body Meeting

Tuesday 21 November 2023

Lower Site Main Hall 5:30pm

Present

Community Governors

M. Wiggins

J. Marshall

B. Clark

A. Ward

A. Lee

Vice Chair of FGB

Parent Governors

S. Robertson

Staff Governors

B. Cassidy

J. Thomas

Head Teacher

Also Present

K. Choudhary

L. Horton

M. Chambers

Clerk

Apologies

J. Pollard

C. Lucking

W. Alderton

T. Freeman

C. Scott

J. King

P. Dunning

Item 1 Welcome, Apologies and declarations of AoB

- 1.1 Apologies noted and received as above.
- 1.2 FGB welcomed S. Robertson to the group.

Item 2 Declaration of any business or pecuniary interests

- 2.1 There was no declaration of any business or pecuniary interests.

Item 3 Minutes of previous meeting and action points

- 3.1 Minutes accepted as a true and accurate record.

Item 4 Clerking Actions and Updates

- 4.1 FGB reminded that there are 3 new governors:
 - Joe Pollard
 - Sarah Robertson
 - Jacob Thomas
- 4.2 FGB thanked to A. Ward and A. Lee for the service to the school as Community Governors.
- 4.3 FGB informed that B. Cassidy and K. Choudhary held a new Governor Induction on 17/11/2023 with J. Thomas, J. Pollard and S. Robertson.
- 4.4 **ACTION 1(11/23):** K. Choudhary to arrange 'buddy system' with existing governors as part of J. Pollard and S. Robertson induction.
- 4.5 FGB informed that the DfE site has been updated to reflect new governance structure and new individual Governor Identification Number created for new governors.
- 4.5.1 The changes reflect the following:
 - J. Thomas as new Staff Governor.
 - J. Pollard and S. Robertson as new Parent Governors.
 - J. King and P. Dunning migration from parent governor to Community Governors.
 - Removed A. Ward and A. Lee.
- 4.6 FGB reminded of the scope of FGB work set out in the Scheme of Delegation.
- 4.7 FGB reminded that Governor's attendance at committees is recorded and published on the school's site, for transparency.
- 4.8 FGB reminded that the last Governing Body Skills Audit was completed in the previous academic year.

- 4.8.1 FGB informed that J. Pollard and S. Robertson have been tasked with completing their skills audit and the collective governor skills audit will be updated in due course.
- 4.9 FGB reminded that the invitation to the Wirral Governors Forum on 15/11/23 was circulated by K. Choudhary.
- 4.10 FGB reminded that the Governor Visit Form and Protocol has been updated and FGB encouraged to fully engage with this process.
- 4.11 **ACTION 2(11/23):** K. Choudhary to update the Governor Visit Form to reflect change in governors.
- 4.12 FGB informed that the schools NGA Membership and Training membership is being investigated with the view of renewing.
- 4.13 FGB encouraged to engage with School Bus for Information and Compliance on governance.
- 4.14 FGB reminded that training is available on The National Online College Training and Governing Body commitments are recorded for transparency/ audit purposes.
- 4.15 FGB reminded that options with regards to Governor Link Roles have been discussed but as of yet, there is still no preferred option.
- 4.15.1 **DECISION TAKEN:** FGB will focus on 'doubling up' on SEND and Safeguarding Link roles.
- 4.15.2 **DECISION TAKEN:** J. Marshall to adopt the role of SEND Link Governor (as well as Humanities Link Governor) as A. Ward is stepping down.
- 4.15.3 **ACTION 3(11/23):** J. Marshall to attend upcoming meeting between S. Huxley and A. Ward, to engage with the new role as SEND Link Governor.
- 4.15.4 **ACTION 4(11/23):** K. Choudhary to reengage governor with the view of identifying additional link governors for SEND and Safeguarding.

Item 5 National Directives

- 5.1 Circulated as part of the papers.
- 5.2 SLT highlighted the following:
 - FGB informed that the Secretary of State for Education wrote to all schools on 24/11/23 to [update statutory RSHE guidance](#).
 - The national guidance on [Understanding and dealing with issues relating to parental responsibility](#) has been updated to help schools understand their obligations and duties in relation to the rights and responsibilities of parents, as recognised by education law.
 - The [Ofsted guidance on inspecting](#) maintained schools and academies in England under the education inspection framework has been updated for 2023/24.

Item 6 North Wallasey School Places Review

- 6.1 Circulated as part of the papers.
- 6.2 SLT highlighted the following:
- National declining trend in pupil projections to 2030 which is mirrored locally.
 - Recognition that a proportion of schools within Wirral have 25% surplus places.
 - Urban intensification scheme set out within the Local Plan resulting in significant residential developments in some areas of the borough.
 - Focus on inclusion and supporting all children to access mainstream provision where this is possible.
- 6.3 SLT stated that ONS birth rate data for Wirral shows a drop from 16.5% to 11.6% over the last decade. As such birth rate drop for Wirral is in Category 3.
- 6.4 SLT explained the category 3 means the area is experiencing what ONS call the 'cliff edge' decline in student numbers. Birth rates started to tail off ten years ago, before dropping rapidly over the second half of the decade. Primary schools in this area may not have noticed a drop in the number of pupils applying. But the area will now or very soon be 'going over the cliff edge' in terms of the number of children applying to primary schools.
- 6.5 SLT suggested that 16+ is the biggest concern for Wallasey residents at the moment will a severely limited curriculum offer in the local area.
- 6.6 FGB asked how does Wallasey compare to rest of Wirral?
- 6.7 **RESOLUTION:** SLT stated that the population drop is lower in more rural areas but affected by planning and other issues

Item 7 Academy Considerations

- 7.1 Circulated as part of the papers.
- 7.2 SLT discussed the schools current thinking on academisation options, suggesting the school's current position is that it is a rapidly improving school. Aiming to be a thriving school through:
- Improving operational capacity and skills (finance, premises, legal, GDPR).
 - Leadership must focus on learning and pastoral care.
 - Development of staff knowledge and confidence.
 - Evidence based practice.
 - Strong partnerships for learning.
- 7.3 SLT suggested that the way forward is to make incremental improvements and reduce the churn of initiatives – and that this approach will lead to:
- A thriving school.
 - Sustain school improvement.

- Improve further.
 - Part of an inter-dependent schools' network.
 - Ensure fidelity to core aims and practice.
 - Recruit and retain staff. Includes succession planning.
 - Develop organisational leadership and capacity.
 - Strong partnerships for learning (increases capacity)
- 7.4 FGB informed that Governors and SLT have been involved in exploratory talks regarding the possibility of a new Multi Academy Trust (MAT) for last nine month. That is an ongoing process.
- 7.5 SLT suggested that LA are supportive of moves towards a purposeful MAT.
- 7.6 FGB asked what will the impact of academisation be on pupils and parents be?
- 7.7 **RESOLUTION:** If managed effectively, there will be no impact – apart from sustaining and augmenting what the school already does. SLT would hope that parents do not even notice as change in governance – not curriculum.
- 7.8 SLT stated that the school is exploring options around joining an existing academy, and as such, has engaged with:
- New principal at Weatherhead regarding Peninsula Trust
 - CFAT/Kingsbridge
 - Lead Learners Trust
 - North West Academies Trust
- 7.9 FGB asked if there are any other options from 'further afield'?
- 7.10 **RESOLUTION:** Cited example of Windsor Academy Trust in West Midlands is a good practice model but impractical due to distance. An Academy must know and serve it's community.
- 7.11 FGB asked what are the timescale in this endeavour?
- 7.12 **RESOLUTION:** School invested 9 months exploring option but, as yet there is no preferred option. The school would like to be in position to move forward as a thriving school by end of 2024.
- 7.13 SLT stated that there has been positive engagement with Liscard School and Weatherhead School.
- 7.14 FGB asked if a school is already in an academy trust, can it change?
- 7.15 **RESOLUTION:** Yes. And government policy direction is moving away from SAT.
- 7.16 FGB asked are there any disbenefits to joining an Academy Trust?
- 7.17 **RESOLUTION:** Yes. There are some awful Academy Trusts in the landscape. The school has to be really clear on purpose and structures in an Academy and focus on benefits for this community.

- 7.18 **ACTION 5(11/23):** SLT to provide update on Academy Trust considerations at next FGB meeting in March 2024.

Item 8 Statutory and Annual Reporting Arrangements

- 8.1 Circulated as part of the papers.
- 8.2 FGB inform that the following documents have all been seen by the governance committees and are now published on the school's website:
- [2023-24 Attendance Policy and Strategy](#)
 - [2023-24 Updated Pupil Premium Report](#)
 - [2023-24 Tuition Report](#)
 - [2023 - 24 Sports Premium Grant Report](#)
 - [2022-23 Data and Standards Report](#)
 - [2023 Parent Survey](#)
 - [Year School Development Plan](#)
- 8.3 FGB informed that governors can access the following on their school drive:
- Self-Evaluation Report September 2023
 - Annual update and review of School Development Plan.

Item 9 Annual Policy and Key Document Audit

- 9.1 Circulated as part of the papers.
- 9.2 SLT highlighted that these documents are shared to ensure oversight and compliance by FGB.
- 9.3 **DECISION TAKEN: Ratified.**

Item 10 Early Career Teaching Policy

- 10.1 Circulated as part of the papers.
- 10.2 FGB informed that that they have a statutory duty to know that the arrangements are in place and ratify the schools ECT policy (updated). [Regulations updated 31/08/2023](#).
- 10.3 **DECISION TAKEN: Ratified.**

Item 11 Policy Updates

- 11.1 Circulated as part of the papers.
- 11.2 FGB informed that the school:

- Adopting the DfE Dealing with Unreasonable Complaints Policy.
- Updated SEND And Inclusion Policy
- Adopting Wirral V2 Schools' Drug Policy

11.3 **DECISION TAKEN:** Ratified.

Item 12 Head Teacher's Report to Governors

- 12.1 Circulated as part of the papers.
- 12.2 FGB reminded that this is an annual report to governors.
- 12.3 FGB informed that there has little change to the previous report.
- 12.4 B. Cassidy suggested that transparency is key to a meaningful Head Teachers Report to Governors.
- 12.5 Since September, relevant committees and governors have been sent:
- Independent Safeguarding Review
 - 2023 OFSTED report
 - April 2023 LA Review
 - DfE IDSR and Summary Report
 - School Improvement Associate 2022-23 Review
 - September 2023 Self Evaluation Report
 - Pupil Premium Report 2023 (also on Governors' Drive and website)
 - Attendance Report and Strategy 2023 (also on Governors' Drive and website)
 - Tuition Report 2023
 - SEND Information report 2023 (also on Governors' Drive and website)
 - Use of P.E funding Report 2022-23 (also on Governors' Drive and website)
 - Updated School Development Plan 2022-25 (writing section 4 with new SBM in December)
 - Termly Premises Reports from site manager and annual audit (also on Governors' drive)
 - Incident reports (also on Governors' drive)
 - Behaviour Reports (also on Governors' drive)
 - 2023 Parents' Survey (also on governor's drive)
 - 2023 Staff Surveys (also on governor's drive)
 - Termly CPD plan (also on Governors' drive)
 - Designated Safeguarding officer's report (also on Governors' drive)
 - External safeguarding audit June 2023.
 - Carnegie Mental Health Accreditation and Award
 - 2023-24 Staffing Structure (also on Governors' drive)
 - Subject action plans and annual conversations for every subject area.
- 12.6 B. Cassidy discussed the content of the report.

- 12.7 FGB noted that the stark change in data on pupil mobility and that they are really pleased that the numbers of pupils leaving the school has dramatically fallen over the last 5 years.
- 12.8 FGB thanked B. Cassidy for transparency and clarity of reporting.

Item 13 Finance Committee Action Points and Updates

- 13.1 Circulated as part of the papers.
- 13.2 FGB informed that Pay Policy was deferred to this meeting as the school only received the [statutory guidance on pay and conditions](#) on 07/11/23 and it needed time to digest it.
- 13.3 FGB reminded that this guidance is an outcome of union agreement
- 13.4 **DECISION TAKEN:** Pay Policy **ratified**.
- 13.5 **DECISION TAKEN:** Minutes **ratified**.

Item 14 Curriculum and Pastoral care Committee Action Points and Updates

- 14.1 **DECISION TAKEN:** Minutes **ratified**.

Item 15 Training Requests

- 15.1 K. Choudhary highlighted that an unintended consequence of J. King's migration to Community Governor is that there are no Parent Governors on R&PC. As such, it was suggested that FGB should explore finance and resource training.
- 15.2 **ACTION 6(11/23):** SLT and K. Choudhary to explore finance and resource training options.

Item 16 Updates and celebrations

- 16.1 SLT highlighted that following:
- Pupil Voice Initiatives on snack shack and sensory garden
 - National ECO Award (Loud about Litter Campaign). FGB thanked M. Jones and all staff involved for their endeavours.
 - Voice 21 Accreditation for Oracy. FGB thanked L. Horton and the school's Oracy champions involved for their endeavours.

Item 17 AOB

- 17.1 SLT highlight the challenge of S. Jones and J. Evans being on leave.

Item 18 Date of next meeting

18.1 Meeting finished at 7:15pm

19.2 **Next meeting:** Thursday 14 March 2024

Item	Summary of actions from meeting	Whom	Date to be completed
4.4	<u>ACTION 1(11/23):</u> K. Choudhary to arrange 'buddy system' with existing governors as part of J. Pollard and S. Robertson induction.	K. Choudhary	December '23
4.11	<u>ACTION 2(11/23):</u> K. Choudhary to update the Governor Visit Form to reflect change in governors.	K. Choudhary	December '23
4.15.3	<u>ACTION 3(11/23):</u> J. Marshall to attend upcoming meeting between S. Huxley and A. Ward, to engage with the new role as SEND Link Governor.	J. Marshall	December '23
4.15.4	<u>ACTION 4(11/23):</u> K. Choudhary to reengage governor with the view of identifying additional link governors for SEND and Safeguarding.	K. Choudhary	December '23
7.18	<u>ACTION 5(11/23):</u> SLT to provide update on Academy Trust considerations at next FGB meeting in March 2024.	SLT	March '24
15.2	<u>ACTION 6(11/23):</u> SLT and K. Choudhary to explore finance and resource training options.	K. Choudhary SLT	January '24