



St George's Primary School

Full Governor Body Meeting

Thursday 21st November 2019

Lower Site Main Hall 5:30pm

Present

Community Governors

M. Wiggins
A. Lee
J. Marshall

Parent Governors

C. Scott
P. Dunning
C. Lucking
A. Vickers

FGB Vice Chair

Staff Governors

H. Rice
B. Cassidy

Head Teacher

Also Present

K. Choudhary
C. Roberts
T. Skarratts-Jackson
L. Horton
L. Binks

Clerk
Business Manager

Apologies

P. Walters
B. Clark
A. Ward

DECISION TAKEN: Given two school pupils were attending the meeting to feedback on the Schools ECO Council, FGB decided to move straight to Item 5 forward to ensure they were not waiting. Any pertinent business relating this in item would be discussed later in the meeting.

Item 5 ECO Council Pledges

Circulated as part of the papers.

FGB welcome Ernie and Isla from the School ECO Council. They informed FGB that they will be running two main campaigns this year;

1. Saving the Planet One Plastic Bottle at a Time
2. Clean Air Campaign – with the walk to school initiative being part of this.

R&PC informed that the school are asking staff to pledge to help the ECO Council on these campaigns and displays will put in each staff room. Example of pledged may include;

- Use soap instead of shower gel or hand wash
- Use a refillable water bottle instead of single use bottles
- Walk to school or between sites
- Car share

FGB commended the sterling work of the ECO Council, thanks Ernie and Isla for their input and pledged to make their own pledges to help realise the councils aims and objectives.

Item 1 Welcome, Apologies and declarations of AoB

Noted and received as above.

FGB welcomed new Community Governors.

Item 2 Election of Chair and Vice Chair of Governors

Election Process paperwork circulated as part of the papers.

As discussed electronically prior to the meeting, FGB reminded that P. Walters has taken the decision to step down as Chair and as such, EOIs for the role of Chair and the role of Vice Chair were sought. There were 3 EOIs for the role of Chair and 4 EOIs for the role of Vice Chair. As such, an election needed to take place (as set out in the election process paperwork) between;

- **Vice Chair:** B. Clark, P. Dunning and C. Scott
- **Chair:** B. Clark, P. Dunning, P. Walter and C. Scott.

K. Choudhary read out a supporting statement from B. Clark in his absence, with C. Scott and P. Dunning delivering a statement verbally briefly outlining why they wish to fulfil the role of Chair (and dependant of vote) the role of Vice Chair of FGB and there was an opportunity for FGB to ask any question that they might have.

FGB informed that B. Cassidy wished to abstain from the election process. P. Dunning, C. Scott and B. Cassidy left the room whilst a discussion on candidates took place and a vote was taken.

Candidates invited back into the room.

K. Choudhary informed FGB that **C. Scott had been elected as Chair of FGB.**

P. Dunning and B. Cassidy left the room whilst a discussion on Vice Chair candidates took place and a vote was taken.

P. Dunning invited back into the room.

K. Choudhary informed FGB that **P. Walters had been elected as Vice Chair of FGB.**

ACTION 1(11/19): K. Choudhary to update all necessary paperwork to reflect the change in roles.

Item 3 Declaration of any business or pecuniary interests

There was no declaration of any business or pecuniary interests.

Item 4 Minutes of previous meeting and action points

Minutes accepted as a true and accurate record.

All actions from previous meeting have been completed or are to be discussed in the meeting.

Item 5 ECO Council Pledges

FGB informed that there was an initial proposal for the school hold a climate protest (which would not have involved missing school learning hours) however following discussions with Highway agency with regards closing the road, it came to light that there would be an associated £400 cost. As such, the decision was taken that the protest would be conducted on the pavement and SLT would challenge the fee next year.

Item 6 Clerk Update

Circulated as part of the papers.

- **Composition of 2019-20 board:** K. Choudhary reminded and highlighted to FGB that the governor name, governor type and term duration are all on the website.
- **Parent governor election:** FGB reminded that following A. Fisher stepping down, there is currently one vacant Parent Governor role.

DECSION TAKEN: SLT to advertise the opportunity in January '20.

- **Induction arrangements for new governors:** FGB informed that all new governors have been fully inducted and have embraced the role. Following the completion of Skill Audit Paperwork by Community Governors, K. Choudhary recommended that
 - A. Lee becomes a formal member of C&PC and R&PC
 - J. Marshall becomes a formal member of C&PC and SC

DECSION TAKEN: Both governors accepted the recommendation and FGB agreed.
RATIFIED

- **Nominated governor roles:** FGB informed that an audit of nominated role has been conducted as per previous committee minutes;
 - SEND: A. Ward
 - Safeguarding: B. Clark
 - Pupil Premium: P. Dunning
 - Maths: C. Scott
 - Equality & Diversity: Vacant (Formerly K. Wadcock)
 - English: Vacant (Formerly S. Slater)
 - Sports and Well Being: M. Wiggins

ACTION 2(11/19): K. Choudhary to email all governors and seek EOIs in the vacant Equality & Diversity and English roles.

- **Scheme of delegation:** **RATIFIED**

- Governing Body Annual Planner: Ratified as previous meeting.
- **School Bus, Educare and NGA reminder:** FGB reminded that there are a number of resources made available for Governors to help them in their duties as a governor.

ACTION 3(11/19): K. Choudhary to arrange login reminders to be sent to governors for School Bus.

Item 7 LA Banding Letter

Circulated as part of the papers.

FGB informed that the school has received a letter from LA stating that;

'The School to School Partnership Board and Locality Board have been reviewing the pupil outcomes at the end of each Key Stage for 2019 for each school. Taking this information into account and looking at the most recent Ofsted report your school has been graded as a Band 1 school. This is testament to the strong leadership and relentless focus on consistently improving outcomes for all pupils.'

SLT stated that they are very happy to have received this letter.

R&PC asked what does a Band 1 school mean?

RESOLUTION: FGB informed that this is the highest possible grade.

FGB informed that the school has received a letter from the current School's Minster (Nick Gibb) congratulating the school, staff and governors on the excellent levels of phonics within the school.

Item 8 LA Directors Briefing

Circulated as part of the papers.

SLT highlighted that notes from the LA Briefing have been made available from October. In summary, the directors made it clear the importance of raising standards in safeguarding and there was some independent information of changes to OFSTED inspection frameworks.

Item 9 Finance and Premises Update

SLT highlighted importance of local funding decisions, stating that they have forecast 4.5% increase compared to DfE NFF 8.5% allocation. This is due to variance in system that still allows LA to apply local funding priorities. SLT stated that the difference in the two figures has massive in ramification – c. £108k per year.

FGB asked are these funding decisions made at Government level?

RESOLUTION: No. SLT stated that funding decisions are taken at LA Cabinet level in conjunction with schools.

SLT suggested that there may be an issue on the horizon with regards staff developing and staffing costs as staff move away from their main scale teacher status and further up the pay spine. It was also suggested that the school is in danger of being over staffed next year. SLT is conscious of the issue, will review staffing structures and address according if needed. SLT will feedback to R&PC in due course.

SLT stated that R&PC were happy with the debtors report and highlighted that that of the for debt for Dragon club in beginning of November '19, £1842 is from Student Finance England (SFE) and the Job Centre. They have changed the way they are paying grants to students. Apart from this amount the debt owed has decreased over the half term and the balance owing for historical debt is £546. The reasons for these debts have been discussed between SLT.

FGB informed that the number of pupils accessing the catering service is down from last year. SLT suggested that the school needs to invest some energy into better marketing of the school catering offer and what a 'high quality service looks like'. SLT stated that parent feedback on the quality of food is very good.

FGB informed that Period 6 Budget Review was agreed, signed off by P. Walters and as such, **ratified.**

Item 10 Policy Reviews

Circulated as part of the minutes.

- Digital Safety Policy
- Behaviour and Relationship Policy

FGB reminded that SLT don't normally bring such documents to FGB (in favour of having fuller discussion at committee level however these documents were not ready for sharing at the time.

FGB informed that the school has statutory duties with regards to behaviour policies and as such has made clear statements of policy regarding the following statutory powers. SLT stated that all statutory powers are applied with full recognition that the school must be mindful that nobody faces prejudice or discrimination;

- Power to Search and Confiscate Items
- Detention
- Behaviours outside of School
- Use of Reasonable Force
- Exclusion

FGB asked does the school go through these documents with pupils?

RESOLUTION: SLT stated that while school staff go through the headlines, they do not go through the detail as the focus is on showcasing the type of behaviours that are acceptable.

SLT suggest that the policy highlights expected behaviours that are acceptable by staff and parents – as well and pupils.

SLT stated the Digital Behaviour Policy has only had some slight amendments around e-safety that was previously contained within the e-safety policy.

DECISION TAKEN: FGB agreed the two policy documents. **RATIFIED.**

Item 11 Questions on decisions made by other committees

Circulated as part of the minutes.

FGB discussed the minutes from all committee meeting.

DECISION TAKEN: All committee meeting minutes agreed. **RATIFIED.**

Item 12 OFSTED EIF Training Update

Circulated as part of the minutes.

SLT highlighted that Training document in folder and it was suggested that attendees found the session really useful.

Item 13 Head Teachers Report to Governors

B. Cassidy shared his Annual Report with FGB.

FGB informed that there are very few amendments from the previous reporting format. BC highlighted the most notable change is with regards to the pupil mobility and that from 2015-17, pupil mobility was an issue for the school and that SLT now report on this annually to ensure that governors have an annual update. B. Cassidy stated that governors can also check this termly if required.

FGB informed that the school has received a significant number of applications for current Y2 (15 spaces) – but is oversubscribed in most other cohorts.

FGB asked how did the recent EYFS open day go?

RESOLUTION: SLT stated that the open day held on Saturday 19th October went very well with over 100 families attending. Feedback was positive and families welcomed the opportunity to visit the school over the weekend to accommodate work commitments. FGB informed that the school will be another open day in the coming days which will be held on a Thursday so prospective families can see the school environment ‘in action’.

FGB asked is there any concern about sharing child protection statistics information publicly as parents may look at the data and recognise themselves in it?

RESOLUTION: B. Cassidy stated that the information has to be made public and that incidents are anonymised to such an extent that anonymity is ensured as it only share outline statistics.

FGB stated it is great to see pupil progress in Physical Education is in the 3-point region but there are some of the differentials in the year groups. For example, Y5 are at 76% ARE, but that means circa 1 in 4 are not where as Y1 & Y2 are in the 97% percentile. As such, is the school doing any focused work on this year group?

RESOLUTION: B. Cassidy suggested that the school is looking to address this cohort (now current year 6). For example, the school secured funding to external cricket coaching that was ringfenced for this year group. It was suggested that the uptake for out of hours club in this cohort is low (when compared to other cohorts) and the school see this as an issue that needs addressing to realise success.

Item 14 AOB

None

Item 15 Date of next meeting

Meeting finished at 7:00pm

Next meeting: Thursday 19th March '20 @ 5:30pm

Chair Sign Off

Date

Page	Item	Summary of actions from meeting	Whom	Date to be completed
2	2	<u>ACTION 1(11/19):</u> K. Choudhary to update all necessary paperwork to reflect the change in roles.		
3	6	<u>ACTION 2(11/19):</u> K. Choudhary to email all governors and seek EOIs in the vacant Equality & Diversity and English roles.		
4	6	<u>ACTION 3(11/19):</u> K. Choudhary to arrange login reminders to be sent to governors for School Bus.		