

WESTON ON TRENT CHURCH OF ENGLAND (AIDED) PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD MEETING

HELD ON WEDNESDAY 10TH JULY 2024 AT 5.30PM

Present

Colin Glynn	Chair & Foundation Governor
Mark Hibbert	Headteacher
Phil Curnock	Vice Chair & Foundation Governor
Amy Melland	Staff Governor
Samantha Watts	Parent Governor
Amanda Redgate	Foundation Governor
Charlotte Charles	Foundation Governor
Karla Evison	Parent Governor
Emma Ellis	Foundation Governor

In attendance

Maggi Belton	Clerk to Governors
--------------	--------------------

10.07.24/01	<u>Apologies for absence</u> Apologies were received and accepted from Katy Nettleton and Charlotte Mosey. Tony Luke was absent.	
10.07.24/02	<u>Declaration of interest in any item on this agenda, or any changes to the annual declaration of pecuniary and personal interest.</u> None declared.	
10.07.24/03	<u>Minutes of the meeting held Wednesday 8th May 2024 – accuracy.</u> Minutes were agreed by Governors.	
10.07.24/04	<u>Matters arising not otherwise on the agenda</u> <u>Actions Completed</u> 08.05.24/06 – Chair to ask HT the question regarding independent observations of teaching. The HT informed Governors that next year governor visits and observations will be combined. Monitoring visits will be more structured. 08.05.24/11 – Chair to ask the HT the question regarding progress - to reply by 7 June. Completed. 08.05.24/12 – Chair to ask the HT about a Weston specific appendix to the SEND Policy. The HT stated that this is not required at present but can be looked at again if there is further growth. 08.05.24/12 – Chair to discuss School Dinner Money Policy with the HT. Completed.	

10.07.24/05	<u>Finance update including Pupil Premium update</u> The finance report was distributed to Governors prior to the meeting. The Chair confirmed that the position is healthy at present and there are no concerns, although income does drift down slightly due to pupil numbers. The HT stated that the Patch Officer is trying to match our funding on a more consistent level. Staffing is now consistent which means we are able to deliver a very high-quality education. <u>Pupil Premium update</u> The Pupil Premium Review 23-24 was distributed prior to the meeting. A Governor asked why the two half day consultations with a writing specialist did not happen. The HT replied that this was due to the local authority and a lack of capacity. Writing will be a priority next year. <u>Quote for iPads</u> A quote has been received for 30 iPads in order to develop maths provision. The HT gave further details and explained that although the quote is for £8000, we will be reimbursed £7200. Governors approved the purchase.	
10.07.24/06	<u>Governor updates</u> <u>Membership</u> The Chair informed Governors that Tony Luke, the Ex-Officio Governor, leaves the Governing Board today due to his retirement. The Chair has contacted the Diocese but there is nothing at present to report regarding Tony's replacement. The Chair will continue to chase this as we do need a Governor in this role. The Chair thanked Tony for his support and service to the school. <u>Visits</u> None to report. <u>Training</u> The HT informed Governors that the school has purchased access to the National College which includes governor training. All Governors will receive a log-in. Governors will be able to complete the annual safeguarding training through National College which will replace the training day in school. <u>Proposed FGB meeting dates 2024/25</u> 25 Sept, 4 Dec, 29 Jan, 26 March, 7 May, 16 July. Dates agreed.	
10.07.24/07	<u>Headteacher report/ Review of the Year/ Data/ SDP/ SIP visits/ Strategic objectives update</u> Reports were distributed prior to the meeting. The HT informed Governors that it has been a very successful year which is ratified by Ofsted and SIAMS. There had been issues with challenging behaviour at the start of the year, and there is still work to do, but the school is strong and our practice is good.	

	The HT thanked staff and governors for such a successful year.	
10.07.24/08	<u>SATs review</u> Data was provided at the meeting. The HT explained the data and stated that progress has been excellent. We are very proud of the children. A Governor commented that the level of extra support provided did not put pressure on the children. The HT agreed that the balance was right. Children are making huge progress and we are ahead of national at every stage. Multiplication Tables Check – results are below national but are improving and are better than last year. This will be a key strategic target for next year. A Governor asked if parents had been informed yet. The HT replied that parents will receive the information on Friday. Governors congratulated the HT and staff on the results. The HT stated that this is the result of many years of good work.	
10.07.24/09	<u>SIAMS report feedback</u> The report was distributed prior to the meeting. The Chair stated that the report is excellent. The feedback, however, had raised the point that there had been no mention of the Church in the FGB minutes within the last six months. Governors had discussed the Church at meetings but this was not reflected in the minutes. The Clerk will add a Church School Work item to future agendas. The HT informed Governors that next year children will be visiting the church more regularly. A Governor suggested a visit to the cathedral.	Clerk to add Church School Work to future agendas.
10.07.24/10	<u>Staff leave of absence</u> The Chair informed Governors of a recent leave of absence request which had been referred to HR. The decision taken by HR was not in line with the local authority policy. Governors agreed that the Chair should write to HR to ask if they will be amending their policy. The Chair will feed back the reply.	Chair to write to HR.
10.07.24/11	<u>SENCO update</u> The SEND end of year report was distributed to Governors prior to the meeting.	
10.07.24/12	<u>Safeguarding Annual Report</u> The Designated Safeguarding Lead (DSL) report to Governors was distributed prior to the meeting. The Safeguarding Governor is to arrange a visit. The HT thanked her for her work. The HT informed Governors that the Single Central Record has been regularly checked. Training is up-to-date.	

10.07.24/13	<u>Wraparound Care</u> The HT informed Governors that the YMCA will be pulling out of wraparound care - but that this was not unexpected. We do have the capability to run wraparound care in-house. We have applied for £47,000 funding from the DfE. The HT provided further details. Our in-house offer will be called the Sunrise Club and the Sunset Club. There will be a low charge initially to attract parents but long term our in-house provision will bring in income. A Governor asked about sickness cover. The HT gave further detailed explanations and reassurance regarding staffing. The HT added that the DfE funding has not yet been confirmed but the viability index is green. The scheme is viable without the funding. A Governor asked if the wraparound care is only open to Weston pupils. The HT responded that legally it has to be operated on a first come first served basis. It will be offered to Weston pupils initially but then widened out as the DfE want all children to be offered this service. Any external pupil applications would be brought to Governors. Safeguarding and insurance risks would have to be considered. Governors agreed the Wraparound Care provision. A Governor asked about holiday provision. The HT replied that we are in talks about holiday provision. This will not be provided in-house but will be provided under the lettings policy. It is planned for October. A Governor asked if there is any impact on our insurance by allowing third party providers. The HT replied no, but we are looking into this. The third-party providers have their own safeguarding procedures. In addition, we will have two allocated DSLs on call each day. The Safeguarding Governor stated that we need to make sure that everything has been explored regarding liability. The HT will provide an update at the next meeting.	HT to provide an update in Sept.
10.07.24/14	<u>Record of gifts/hospitality</u> None.	
10.07.24/15	<u>Policies for approval</u> The following policies were distributed prior to the meeting: • Attendance – new DfE guidance/fines. The HT explained the new guidance in detail. The guidance regarding fines applies nationally not just in Derbyshire. We will do what we can to work within the new guidelines. • Lockdown – we have practiced lockdown. • Data Protection Suite • Wraparound Care Policy Policies approved.	

10.07.24/16	<u>Any other URGENT business</u> PE - Governors raised the issue of children changing for PE at school and asked if the HT had received any feedback. The HT has not received feedback but explained the rationale behind the decision. The children need to be able to organise themselves better and this is a personal development opportunity. Children need to be able to do this as they will have to do it at secondary school. The HT informed Governors that we have a child-centred approach and this decision is about the best interests of the children, through developing their organisational and life skills. Legionella work – The HT informed Governors that a quote for £3100 had been received for Legionella work. Two further quotes will be obtained over the summer. This is for remedial work. We are compliant at present but the work needs doing as valves have to be replaced. The cost is high as specialist equipment is needed to access certain valves. Governors agreed that the work should go ahead.	
10.07.24/17	<u>What have we done at this meeting to improve outcomes for the children?</u> Agreed Wraparound Care. National College provision to provide Governors and staff with additional training. Increase capacity to access the curriculum through iPads.	

SUMMARY OF AGREEMENTS	
MINUTE NO	ITEM
10.07.24/05	Agreed purchase of 30 iPads.
10.07.24/13	Agreed Wraparound Care provision.
10.07.24/16	Agreed for Legionella work to go ahead.

Agreed as a correct record:

Chair of Governors: Date:

Date of next meeting: WEDNESDAY 25TH SEPTEMBER 2024 AT 5.30PM