



FULL GOVERNORS' MEETING: THURSDAY 29th April 2021 7pm via ZOOM

Attendees: S Briggs, N Read, F Moore, J Thompson, H Hogg, D Holt, A Vintner, J Harrison, N Thomson, J Comasky

Apologies: K Slater, R Grover

Clerk: Mrs V Lindsay

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| 1. | <u>Apologies and Declarations of Pecuniary Interest</u> | |
| 1.1 | There were no apologies or declarations. | |
| 2. | <u>Minutes of the meeting held on 18th March 2021 and Matters Arising</u> | |
| 2.1 | Minutes of the meeting held on 18/3/2021 were approved. | |
| 3. | <u>Correspondence</u> | |
| | No correspondence. | |
| 4. | <u>School Improvement Plan - Key Priorities 2020/2021</u> | |
| 4.1 | <p><u>Topic Book Trawl Report</u></p> <p>JC presented the findings of the History Topic book trawl and gave examples of how we see evidence of progression across the school and identify strength and development points. JC discussed the KWL grid, which encourages pupils to explain 'what I know', 'what I have learned' and 'what I would like to know'. JC displayed work from a Year 1 pupil showing a timeline of the Great Fire of London and comparisons to London then and now. JC also presented Year 4 work on the Tudor topic. Evidence shows the majority of Pupil Premium children are producing high quality work. NR asked do you look at every Pupil Premium child? JC confirmed we do. NR asked when feedback is given in staff meetings when is it followed up? JC said the process of the book trawl is to feedback and revisit.</p> | |
| 4.2 | <p><u>Maths Book Trawl</u></p> <p>NT discussed her finding from the Maths Book Trawl. In Year 1 and 2 the strengths were sequences, White Rose Maths being utilised, tasks regularly set, photo evidence, marking is in line with the framework and books in line with peers. The development area required more evidence of challenge for high ability children. NT explained the definition of one method used to gather evidence in the book trawl:</p> <p>Concrete - Physical resources being used i.e. cubes, tens frames. Pictorial - Pictures used Abstract - This is a more formal method of writing and recording number methods.</p> <p>In Year 3 and 4 the strengths identified were use of pictorial and abstract, White Rose Maths and a high quality of work from the majority of Pupil Premium children. Development areas included the use of a variety of concrete resources, to challenge higher ability pupils and avoid unnecessary colouring.</p> <p>The strengths in Year 5 and 6 showed that higher ability pupils are challenged, pictorial and abstract, and Pupil Premium children are working above expectations.</p> <p>Reception class showed strengths in lots of evidence of use of physical resources, pupils using numicon, pupils working in line with peers and books are well presented. The development area showed the need for more challenging tasks for higher ability pupils.</p> | |
| 4.3 | <p><u>Feedback for Due Diligence</u></p> <p>SB talked through the document including the strengths and development areas. Safeguarding requirements were in place. Section 128 checks need to be addressed. SB said we have done well without help from the Local Authority.</p> | |



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| | <p>DDAT want to take us in as a Level 2 (good) to maintain the outstanding status for inspection in the next three years.</p> <p>SB confirmed the Academy fees include Accountant, HR, Finance, Legal, Policies, ISBC, Insurance, 24 hour support, Governor support and SCA. Currently, these are paid separately to the Local Authority. Maternity and long-term sickness are also covered with DDAT.</p> <p>JH asked how this is sustainable in the budget SB confirmed we have budgeted for DDAT and the finances are looking healthy,</p> <p>JH said the number of pupils will influence the income. SB said there is no budget deficit based on pupil numbers next year.</p> <p>FM asked if we are expecting good, SB said they are taking us in as good to boost us back to outstanding in time for the next inspection. NR said the extra fees we pay to support us with this is worth it. HH said DDAT are thorough and is confident and reassured in their judgement to move as Level 2. This decision is a credit to SB and the staff as the landscape of Ofsted has moved so much in 13 years. JT asked if SB was comfortable with the judgement, SB confirmed she is.</p> | |
| 4.4 | <p><u>Academy Consultation Parent Feedback</u></p> <p>SB said four parent responses had been received. The response from DDAT are on the school website.</p> <p>JH asked if there had been any criticism of any individual. SB said the concerns were about herself or other staff being asked to work in other schools.</p> <p>NR asked if there were any direct question. SB said yes and it's good the parents are challenging.</p> | |
| 5. | <p><u>Chair of Governor Feedback</u></p> <p>SB and NR confirmed they talk most days and NR has been visiting the school.</p> | |
| 6. | <p><u>Governor Feedback</u></p> <p>None.</p> | |
| 7. | <p><u>SEN</u></p> <p>SB sent out the SEN audit and asked if anyone had any questions.</p> <p>NR acknowledged it was rigorous and thanked HH.</p> | |
| 8. | <p><u>Safeguarding</u></p> <p>SB asked governors thoughts on removing the requirement to renew DBS every three years as following our recent audit it was highlighted as unnecessary and a waste of public money. HH was opposed to this decision, as the document is just a snapshot in time and not a waste of public money. Everyone agreed to keep the three year checks and HH will speak to Sue Vasey at DDAT if they oppose this.</p> | |
| 9. | <p><u>Health and Safety</u></p> <p>No issues to report.</p> | |



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| 10. | <p><u>Policies and Statutory Documents</u> The following policies were approved:</p> <p>10.1 Extremism and Radicalisation - JT asked how we discuss and challenge this in school. SB confirmed this is done through Anti-Bullying week</p> <p>10.2 Code of Conduct Staff</p> <p>10.3 SEN and Disability</p> <p>10.4 Online Safety - HH said this policy has not been adapted to our school, there are areas highlighted in red, no explanation of cyber crime and the cyber crime tool kit link does not work. Update 17.05.2021 - this has been amended.</p> <p>10.5 Critical Incident Plan</p> <p>10.6 Allegations Against Staff</p> <p>10.7 Positive Behaviour</p> <p>10.8 Mental Health - HH said there was no mention in the policy that JT was the Mental Health Governor. Update 17.05.2021 - This has been included in the policy.</p> <p>10.9 Home/School Agreement</p> <p>10.10 Governor Visits</p> <p>10.11 Computer Disaster Recovery</p> <p>10.12 VL circulated two new policies Peer on Peer Abuse and Misuse of Substance. These have not been reviewed by all governors, therefore will now be ratified at May's meeting. Action</p> | |
| 11. | <p><u>Staffing</u></p> <p>11.1 SB discussed with governors the requirement to recruit a teacher on a one year contract to assist with Griffon's large class size next year. SB plans for a teacher to work three mornings a week with Griffon pupils in the hall and afternoons working with Pupil Premium and catch up.</p> <p>The budget for this is healthy with catch up funding and Pupil Premium increase funding.</p> <p>HH asked if the teacher is funded by catch up funding, how can we evidence it is being used across the school. SB confirmed the afternoon teaching would be for all pupils.</p> | |
| 12. | <p><u>Finance</u></p> <p>12.1 The Annex 1 and 5 will be sent to governors after the meeting for approval.</p> <p>12.2 Rachel Brooks is currently a third of the way through this and will be ready for May's meeting.</p> | |
| 13. | <p><u>Any other business</u></p> <p>13.1 SB raised that the term of office is coming to an end for a few governors and wanted to discuss plans to extend. Judith and Kathy would like to end their term in July. NR said FM may end in July. SB asked if AV would like to extend term as a trustee governor.</p> <p>SB said this needs to be looked at soon and will seek options from DDAT Action</p> <p>13.2 NR also addressed that there needs to be a succession plan for chair Action Add succession plan for Chair of Governors to May's agenda.</p> | |

Interrogation/critical evaluation by Governors is highlighted in red

| SUMMARY OF ACTIONS | | | |
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| Action | Minute No | When by / Status | Whom |
| Add Peer on Peer Abuse and Misuse of Substance Policies to May's agenda | 10.12 | May | VL |
| Seek options from DDAT on governors | 13.1 | May | SB |
| Add Succession Plan for Governors to May agenda | 13.2 | May | VL |

Date and Time of Next Meeting: - 7 pm Thursday 27th May 2021 via Zoom.