



**FULL GOVERNORS' MEETING: THURSDAY 7<sup>th</sup> JULY 2023 AT 6.30PM**

**AT SALE & DAVYS PRIMARY SCHOOL**

- 1. Attendees:** Mrs S Briggs, Mrs N Webster, Mr J Comasky, Mr L Bottrill, Mrs G Newton, Mrs H Hogg

**Apologies:** Mrs N Read, Mr A Pabla, Mr R Grover, Mr B Ward

**Clerk:** Mrs V Lindsay

1.	The meeting opened with a year-end presentation from the school council.	
2.	<u>Reflect on DDAT Aims</u>	
2.1	Governors considered the DDAT Aims along with the 7 Nolan Principles.	
3.	<u>Membership</u>	
3.1	It was discussed that Parent Governor elections will take place in September.	
4.	<u>Declarations of Interest</u>	
4.1	There were no declarations.	
5.	<u>Minutes of Previous meeting held on 11<sup>th</sup> May 2023</u>	
5.1	Governors approved the minutes as a true record of the meeting.	
6.	<u>Matters Arising</u>	
6.1	No matters arising	
7.	<u>Headteacher's Report</u>	
7.1	SB discussed the Headteacher's Report which had been uploaded to Governor Hub prior to the meeting. SB mentioned that the items in blue were priorities that have been completed.	
7.2	Attendance - SB highlighted the Attendance and action taken with seven pupils who are currently Persistent Absentees.	
7.3	FFT - SB informed governors that she has moved to using the Fischer Family Trust data tool, this is currently being navigated. Data will be shared with governors in the 23/24 academic year.	



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<p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p>	<p>SB informed Governors that the school has signed up to the Early Results Service which will assist in obtaining comprehensive national analysis of results.</p> <p>SATS - HH enquired about the recent concerns regarding the difficulty of KS2 English SATs. SB confirmed that there was a lot more to read and a lot of children did not complete the paper. The results are due on Tuesday.</p> <p>HH suggested a Vision Values session as a governing body, slides from AP have been uploaded to Governor Hub. <b>Action</b> – Schedule session for second meeting in 23/24</p> <p>KCSIE - SB informed governors that they would need to read the new KCSIE document – <b>Action</b></p> <p>Filtering and Monitoring - HH suggested LB carries out a Heath Check on filtering and monitoring. SB said LEAD IT can provide a list of filtered words.</p> <p>GN asked if children have their own log-in, SB confirmed there is one log-in for all laptops, GN asked how it is known who has accessed what. SB said it is possible through laptop ID but will look into individual log-ins. <b>Action</b></p> <p>GDPR - It was asked who is responsible for GDPR, SB confirmed DDAT are the DPO.</p> <p>Subject Leader Time - JC informed Governors that the teachers have been getting together as Subject Leaders to gain knowledge of the ins and outs of each other's subjects</p>	
<p>8.</p> <p>8.1</p>	<p><u>DDAT Updates</u></p> <p>SB informed governors that the new DDAT CEO visited school on 6<sup>th</sup> June.</p>	
<p>9</p> <p>9.1</p> <p>9.2</p>	<p><u>Reports from Governors, Governor Training and Business</u></p> <p>HH visited school on the 16<sup>th</sup> June, this was an unplanned visit. HH discussed SEN with SB and provided support with the appeals process.</p> <p>A further planned visit was made to carried out the following:</p> <ul style="list-style-type: none"> <li>• KCSIE discussed.</li> <li>• SEN and wider agenda</li> <li>• Talked with pupils – the outcome of this was that children felt in school but worried about playtimes when they could be hit by a football. All children feel help is available if needed. Overall positive.</li> <li>• Walked around school, saw classes working and support in place. All children were engaged.</li> <li>• Discussed Heather Hogg visit – DDAT's Safeguarding Lead.</li> </ul> <p>NW discussed the EYFS visit and the report is available on Governor Hub.</p>	



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	<p>SB discussed the SEN arrangements and work done to provide provision based on areas highlighted in report. <b>NW asked what would happen if funding provided is not enough</b>, SB said this would be raised with DDAT.</p> <p><b>LB asked what plans are in place for the funding</b> SB said there is a current advertisement for a SEN Teaching Assistant.</p>	
10	<p><u>Safeguarding and Prevent</u></p> <p>SB discussed Heather Hogg's Safeguarding Report and actions that have been highlighted including:</p> <ul style="list-style-type: none"> <li>• Closing cases on CPOMS</li> <li>• Risk Assessments uploaded to CPOMS</li> <li>• Apps and games that are not age appropriate</li> </ul>	
11.	<p><u>Attendance</u></p> <p>Already discussed in HT Report.</p>	
12.	<p><u>P.E. and Sports Premium Impact Report</u></p> <p>JC discussed the report how the funding has been spent.</p> <p>GN asked what the income for after school clubs is used for. SB confirmed this is used to pay Premier Sports who run the clubs.</p> <p>SB said an additional Arts After School Club would be run in September by pupils from Chellaston Academy.</p>	
13.	<p><u>School Policies</u></p> <p>The following policies were approved pending the following amends:</p> <p>13.1 Tendering and Procurement</p> <p>13.2 Extended School</p> <p>13.3 External Contributors</p> <p>13.4 First Aid – Remove name of previous employee from First Aiders</p> <p>13.5 Fire Safety</p> <p>13.6 Misuse of Substances</p> <p>13.7 Single Equality – HH asked for a session on this in 23/34 <b>Action</b></p> <p>13.8 Staff Notes for Guidance – Combine Safeguarding and Child Protection sections.</p>	



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	<p>13.9 Complaints Procedure</p> <p>13.10 Health and Safety</p> <p>13.11 Educational Visits – Insert School Name</p> <p>13.12 Medication Administration</p> <p>13.13 Sickness Absence Procedure</p> <p>13.14 Recruitment and Selection</p> <p>13.15 Home Working</p> <p>13.16 Equal Opportunities</p> <p>13.17 Gifts and Hospitality</p>	
14	<u>Any Other School Business</u>	
14.1	SB thanked governors on behalf of all staff for their support during 2022/2023. HH thanked staff and all support staff.	
14.2	HH took a moment to mention the passing of John Wilcox who was a previous Chair of Governors at Sale and Davys C.E. Primary School for many years and remember the effort and contribution he made to the school.	
20.	<u>Next Meeting</u>	
20.1	Thursday 28 <sup>th</sup> September 2023	

**Interrogation/critical evaluation by Governors is highlighted in red**

<b>Action Points</b>			
<b>What</b>	<b>Minute</b>	<b>When</b>	<b>Who</b>
Hold session on Vision Values	<b>7.5</b>	<b>Second meeting 23/24</b>	<b>All</b>
All governors to read new KCSIE	<b>7.6</b>	<b>September</b>	<b>All</b>
Look into individual pupil laptop log-ins	<b>7.7</b>	<b>September</b>	<b>SB</b>
Hold session on Single Equality	<b>13.7</b>	<b>Book in during 2023/2024</b>	<b>All</b>
<b>Next meeting Thursday 28th September 7.00 pm in School</b>			



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