



FULL GOVERNORS' MEETING: THURSDAY 28 SEPTEMBER 2023 AT 7.00PM

AT SALE & DAVYS PRIMARY SCHOOL

- 1. Attendees:** Mrs S Briggs, Mrs H Hogg, Mrs N Webster, Mr A Pabla, Mr J Comasky, Mr L Bottrill, Mrs N Read, Mr B Ward

Apologies: Mrs G Newton

Clerk: Mrs V Lindsay

2.	<u>Reflect on DDAT Aims</u>	
2.1	Governors considered the DDAT Aims along with the 7 Nolan Principles.	
3.	<u>Declarations of Confidential Items</u>	
3.1	There were no declarations.	
4.	<u>Membership including Chair and Vice Chair Elections</u>	
4.1	Elections were made for Chair of Governors, all agreed for NR to remain in post. NR nominated LB as Vice Chair, all governors were in agreement. NR thanked HH for her support and contribution as Vice Chair.	
5.	<u>Constitution and Recruitment</u>	
5.1	SB acknowledged NR's email to governors on the 19 th September which outlined the expectations of governors. These expectations will also be shared with potential new governors as we go through the current recruitment for two new parent governors.	
5.2	Action – VL to send the current skills audit and new version which can be edited.	
5.3	Governor responsibilities were discussed NW will be taking Performance Management and Staff Discipline, AP will take Property and PE, NR will take Maths. LB will take Website. New parent governors will be taking English, PSHCE, Forest School, GDPR, RE and Collective Worship. The updated Governor Responsibilities will be available on Governor Hub	
6.	<u>Committee Membership and nominated/designated link governors</u>	
	As above	
7.	<u>Minutes of Previous Meeting</u>	
6.1	All governors agreed the minutes were a true reflection of the meeting.	



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<p>7.2 Actions:</p> <p>Vision values to be discussed at future meeting Laptop log-ins for individual pupils have been created Equality to be discussed in this meeting. Document on Governor Hub.</p>	
<p>8. <u>Matters Arising</u></p> <p>As in minutes</p>	
<p>9. <u>Governing Body Objectives for 2023/2024</u></p> <p>9.1 SB explained that this is linked to the School Improvement Plan. SB discussed that the document is in the same format as last year. Ofsted headings have been used and key priorities built in to these.</p> <p>9.2 Helen Mancini is the maths lead for KS1 and SB for KS2, Focus is due to -2.3 progress although this is due to a dip in greater depth. This years cohort result were not as stong as the previous year. Results are still higher than the national average. The aim is to develop maths teaching across school through observations and visiting other schools. There is also a focus on KS1 writing and greater depth.</p> <p>9.3 SEN is a priority as three children have an EHCP. Three children are also receiving inclusion funding. We needto ensure all children can access the same learning.</p> <p>9.4 Governor objectives for constitution of governors is Maths, writing and SEN.</p>	
<p>9. <u>DDAT Updates</u></p> <p>9.1 SB informed governors that recruitment for the new CEO is in progress and she will be attending a presentation with the candidates later in the week.</p>	
<p>10. <u>DDAT CEO Updates</u></p> <p>10.1 SB discussed a visit from Declan McCauley, DDAT Deputy CEO on the 28th September. He seemed impressed with the documentation in place and liked the knowledge mats. His suggestions was for all documentation to be on the website as Ofsted will look for these.</p> <p>10.2 LB asked if Pupil Premium was up to date on the website. SB said this would be completed by the 31st December deadline.</p> <p>10.3 It was suggested that governor training is added to the website.</p>	



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<p>11. <u>Safeguarding and Prevent</u></p> <p>11.1 SB confirmed all staff have attended Safeguarding Training on the 5th September. All staff have read the new Safeguarding and Child Protection policy and Keeping Children Safe in Education.</p> <p>The PowerPoint slides from the training are available to view on Governor Hub.</p>	
<p>12. <u>Equalities Duties</u></p> <p>12.1 SB addressed that more time needs to be given to ensure the curriculum covers protected characteristics. Descriptions of the none protected characteristics are on Governor Hub</p> <p>12.2 HH requested a session on Equality to be included in the next meeting. Action</p>	
<p>13. <u>Reports from Link Governors</u></p> <p>13.1 LB visited school on 13th July and spoke to Alison Pitt, lb FOUND Alison to be open and honest, keen to learn and develop. The meeting is documented on Governor Hub. Additional CPD was discussed. LB suggested Alison visits Etwall after school computing club</p> <p>13.2 BW visited school on 22nd June and attended Collective Worship. This was great quality and tied in to the sports day. This was a last minute visit and BW found it to be all well organised.</p> <p>13.3 HH plans to come in one Friday afternoon.</p> <p>13.4 NR attended the DDAT governor briefing on 26TH September and raised the following:</p> <p>SIAMS Annual Report – Impact of Christian ethos. There should be an impact. HH suggested build impact into vision and vales.</p> <p>Liz Seymore has offered to visit is required.</p> <p>How are teachers being trained to deliver RE? SB said this Based on CH feeding back from coordinator meeting.</p> <p>Admissions policy – this needs to go to public consultation every 7 years</p> <p>Funding policies – between church and school.</p> <p>Advent – new song initiative</p> <p>12th October – 10th Nov – Derby cathedral Museum of the Moon</p> <p>Collective Worship briefing – this will be useful for those who lead CW.</p>	



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<p>14. <u>School Policies and Documents</u></p> <p>Not all governors could review the policies prior to the meeting due to an upload error. It was agreed these would be reviewed post meeting and any feedback provided to VL before Monday 2ND October.</p> <p>14.1 Attendance Policy 2023 - NW Page 15 – put in names AP give definition of a prosecution, add definition from DCC</p> <p>14.2 Code of Conduct Trustees and Governors 2023 AP include GDPR and Social Media under section 7. Page 9 Governor signing sheet.</p> <p>14.3 Cyber Response and Recovery Plan</p> <p>14.4 Cyber Security Policy - Audit carried out by IT every term – Check LEAD IT do this</p> <p>14.5 DBS & SCR Policy</p> <p>14.6 Grievance Procedure. Add Grievance against governors, Record keeping Anyone who has left – would follow up with complaints procedure</p> <p>14.7 Medical Needs AP Point 3 – add confirm identity of child.</p> <p>14.8 Positive Behaviour</p> <p>14.9 Recruitment and Selection Policy</p> <p>14.10 Staff and Visitors Code of Conduct Policy</p> <p>14.11 Teacher Appraisal</p> <p>14.12 Keeping Children Safe in Education 2023</p> <p>14.13 Safeguarding and Child Protection Policy</p> <p>14.13 Skills Audit</p> <p>14.14 Declaration of Interests</p>	
<p>15. <u>Finance and Staffing (staffing added to agenda)</u></p> <p>15.1 Finance</p> <p>VL explained budget remains similar to that agreed in June. Funding for SEN children has been received over the summer, this has been allocated to TA hours. Recruitment for TA</p> <p>15.2 SB discussed TA of 17.5 for Claire Tupman, all governors agreed to ratify this appointment.</p> <p>15.3 Two relief TA's will be appointed.</p>	
<p>16. <u>Pupil Premium Strategy</u></p> <p>16.1 SB confirmed this will be updated before the deadline on the 31st December.</p>	



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<p>17. <u>Curriculum and Achievement</u></p> <p>17.1 SB explained this covers the SATS results which have already been shared.</p> <p>AP asked what is the intervention SB confirmed this is for short term memory how we position teaching and short bursts of information. NR asked if you find this helps when faced with it. SB said they do but struggle after a long holiday. JC confirms it builds good strategies.</p> <p>SB explained DfE Reports show the school is in the top 20% in Reading and Writing. All KS1 pupils passed phonics.</p>	
<p>18. <u>Special educational needs and disabilities (SEND) arrangements</u></p> <p>18.1 SEND website page is up to date.</p> <p>SEND Policy needs to be ratified in September.</p>	
<p>19. <u>Attendance</u></p> <p>19.1 VL confirmed the current attendance year to date is 99% and whole school for 2022/2023 was 96.37%</p>	
<p>20. <u>School Development Plan</u></p> <p>Already discussed</p>	
<p>21.1 <u>Self-Evaluation Form</u></p> <p>SB confirmed the only thing different from last year so far is SATS results have been added.</p> <p>Staff mental health lead JC attending training in September 23</p>	
<p>22. <u>Governor Monitoring Plan</u></p> <p>22.1 This is the same format as last time, governors can join any activity</p>	
<p>23. <u>Any Other business</u></p> <p>23.1 LB asked what the funding for the National Tutoring Programme is used for. SB confirmed this is for Hannah Yeo's support for 8 children.</p> <p>AP confirmed he will be attending H&S training</p> <p>BW Will be at Harvest Festival on Friday 13th October</p> <p>VL gave the dates for the Open Day 15th November and Victorian Christmas Fair 1st December to celebrate 180 years of the school.</p>	
<p>25. <u>Confirmation of next meeting</u></p> <p>November 30th February 1st</p>	



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March 21st
May 16th
July 11th

Interrogation/critical evaluation by Governors is highlighted in red

Action Points			
What	Minute	When	Who
Session on Equality	12.2	November	All
Governors to send feedback on policies to VL	14	02.10.23	All
Next meeting Thursday 9th March 7 pm	24.1	March	All