

GOVERNING BODY MEETING MINUTES

SUMMER 2024

School Name	Sale & Davys Primary School		
Date:	16 th May 2024	Time:	7.00 pm
Clerk:	Victoria Lindsay		
Attendees:	S. Briggs (Headteacher), N.Read (Chair) N. Webster, A.Pabla, T. Longley, L.Hill, B.Ward, D.Stephens, J.Comasky, H.Hogg		
Apologies:	L.Bottrill		

Opening prayer: Bruce Ward

Item	Item for discussion
1.	Apologies for Absence and Declaration of Pecuniary Interests Apologies received from Lee Bottrill
2.	Reflect on DDAT aims Completed
3.	Membership No updates
4.	Minutes of the Previous Meeting The minutes from 21 st March were approved
5.	Correspondence and Communication None
6.	Self-Evaluation and School Improvement Plan 6.1 SB highlighted that this document is on Governor Hub. There are several items including the budget for SH Sports, which covers the time allocated for the subject leader. 6.2 Governor Training: Updates on school improvement. Governors are to log their training on the governor hub. VL will generate reports from this data. 6.3 Data Analysis: English and Maths leads have completed the analysis of FFT data, which will be discussed in the meeting. 6.4 House Challenges: Efforts are being made to ensure house challenges occur every half term and are celebrated on the website. 6.5 Lunchtime Playworker Meetings: Meetings are challenging to arrange as some playworker's are also SEN TA's. HH suggested they could come in earlier. SB agreed to try scheduling these meetings before the end of the year Action 6.6 Curriculum Reviews: Catherine Hetherington will review the RE syllabus and Justin Comasky will review PE.

	<p>6.7 Training and Resources: SB and CH received training and attended a network on EYFS, focusing on new maths resources.</p> <p>6.8 NR: Asked if there are any unachievable goals. SB: Visiting another EYFS setting is pending and will be more beneficial once the canopy is installed.</p> <p>Self-Evaluation Form: SB has rated the school as outstanding. DDAT's visit after Easter rated the school as strong good. NW enquired about risks.</p> <p>DDAT Advice: Compile a list of exceptional items. SB is working on this, HH requested a copy once completed. All feedback is actioned immediately.</p>
7.	<p>Safeguarding and Prevent</p> <p>SB discussed the FFT safeguarding data.</p>
8.	<p>Equalities Duties</p> <p>SB discussed the need to comment on each protected characteristic and updated the policy accordingly. All governors agreed with the updates. NR will review this with LB.</p>
9.	<p>Curriculum and Achievement</p> <p>FFT Data Presentation: SB shared FFT data and explained its use over the past year. Targets are based on national data. An example from Year 6 was shown, detailing the cohort, gender-specific targets, and expectations. SB presented groups that the governing body needs to be aware of.</p> <p>HH asked if the data can be used to examine ethnicity and progress for equality? This will be actioned for the next meeting.</p> <p>The data for Maths and English was discussed, with reading showing strong results.</p>
10.	<p>SEND arrangements</p> <p>SB noted that FFT is effective if a child is working at their year group level. Discussed progress of children based on end-of-term assessments. All but one child is making progress.</p> <p>NW asked if it is challenging to manage two SEN children along with the rest of the class? SB: Tasks are set at appropriate levels to accommodate all students, utilising wave teaching methods.</p>
11.	<p>PE and Sports Premium</p> <p>JC explained the spending of PE and Sports Premium funding, highlighting the role of playworkers in engaging children. NR: Asked for specifics on activities. JC listed go karts, tennis, badminton, football, foam javelin, and den building. HH: Requested more evidence of the impact of playworkers.</p>
12.	<p>Staffing</p> <p>12.1 Staff Increment: An increment for a staff member was approved.</p>

13.	Finance 13.1 Budget Plan 2024/2025: A question was raised by NR regarding the budget surplus and the possibility of DDAT pooling this with other schools if not spent. This required further follow up before approval. Action
14.	Governors Communication HH Visit: SEN progress, problematic behaviour and the SCR were reviewed. NR: Staff questionnaire and checklist for new governors. Governor Induction: Exit interviews with governors, link governor visit follow-ups, and subject leader involvement in follow-ups. Staff Wellbeing Governor: JC was appointed for this role as he is currently the staff Wellbeing Governor. DDAT Deep Dive: Link governor to attend. Governor Reviews: To be conducted yearly. DS: Suggested a tidy up of documents on Governor Hub. NR will action this. NR attempted to contact the chair of governors at a recently inspected school but received no response.
15.	School Policies and Documents The following policies were approved: 15.1 Equality Information and Objective Policy 15.2 Complaints Procedure – External 15.3 Critical Incident Plan 15.4 Special Educational Needs and Disabilities (SEND) Policy 15.5 Looked After Children Policy 15.6 Allegations of Abuse Against Staff Policy 15.7 Anti-bullying Policy 15.8 Mental Health & Wellbeing 15.9 Supervision Policy 15.10 Home School Agreement
16.	Any Other business None
17.	Have we given consideration to the 7 Nolan Principles Completed
18.	Confidential business None



	Actions 6.5 SB try scheduling Playworker meeting before the end of the year 13.1 VL to follow up budget surplus query
	Next Meeting: Thursday 11 th July 2024 at 7pm in school