

**DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING & ANNUAL GENERAL MEETING HELD ON
THURSDAY 14th JULY 2022 AT 6PM**

PRESENT: Carol Foley, Richard French, Emma Williams, Linda Carter, Tracey Davies, Paula Wheatcroft and Josh West.

Clerk: Danny Holland

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| 1 | <p>Welcome and Opening Prayer</p> <p>The meeting was formally opened by the Chair, CF. LC led governors in prayer.</p> |
| 2 | <p>Apologies for Absence</p> <p>Apologies had been received and accepted from Richard Carter, Jeremy Gummow, Laura Holloway, Georgina Foxwell-Trewartha.</p> |
| 3 | <p>Register of Business & Pecuniary Interests</p> <p>No changes declared.</p> |
| 4 | <p>Election of Chair</p> <p>CF – proposed TD, seconded LC. All in agreement. CF was elected Chair of Governors for 1 year.</p> <p>In accepting CF advised that this would be her last year as Chair.</p> |
| 5 | <p>Election of Vice Chair</p> <p>RC was proposed by RF, seconded CF. All in agreement. RC was elected Vice Chair of Governors for 1 year.</p> |
| 6 | <p>Terms of Reference (ToR)/Scheme of Delegation (SoD) (inc format/times of meetings for 21/22)</p> <p>CF, having undertaken a review shared the changes made with those present and confirmed the dates/times for meetings for the next academic year</p> <p>Additional Governor Role, that of Wellbeing Governor has been introduced which CF will take on.</p> <p>The ToR/SoD was proposed by LC, seconded by RC. All in agreement.</p> |
| 7 | <p>Monitoring Policy</p> |

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| | <p>The monitoring policy for 22/23 had been circulated.</p> <p>The policy was approved by all.</p> |
| 8 | <p>Minutes of the Previous Meetings</p> <p>The minutes of the meeting held on the 19th May 2022 had been circulated prior to the meeting and were agreed by those present.</p> |
| 9 | <p>Matters Arising & Actions (from previous minutes)</p> <p>Matters Arising – None.</p> <p>Review of Actions – None.</p> |
| 10 | <p>Head Teachers Verbal Update & Risk Assessment</p> <p>EW advised those present of the following:</p> <p>SEF – This had been updated (at this current point in time) and circulated. Further updates will be made once all the National data is issued. The school has rated itself Good/Secure which the LA agrees with.</p> <p>SDP – This had been rag rated with impact statements of the activities that have been carried out. Work on developing the SDP for the next academic year will commence prior to end of term.</p> <p>Attendance – There has been an impact due to Covid outbreak and then non- authorised absences i.e., holidays. That said the school is in line with National data. Attendance is 93.7% and this will be factored into the next SDP as an area of focus. All groups of children’s attendances are broadly in line with each other.</p> |
| 11 | <p>Data</p> <p>Headline data had been shared prior to the meeting. Analysis will take place once the final data is known, and the national league tables are released. This will be shared with Governors at the first FGB in the new academic year.</p> <p>The headlines reported to governors were:</p> <ul style="list-style-type: none"> • KS2 is above or in line with National. • KS1 Reading is in line with National however writing will need to be targeted. • Year 1 Phonics – 93% passed. • EYFS – GLOD- this was below national. <p>What future support have we planned for the children transitioning from KS1 to KS2 that are below the estimated National Average figures? This will be discussed with the</p> |

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| | <p>SIA and Hayley Roberts and discussed with governors next year.</p> <p>What steps are we taking to ensure they don't fall even further behind? Whole school progress is being reviewed. It is evident that catchup is required and the SENCo is looking at planning and costing the interventions that are required which will be presented to the SLT for consideration and prioritising.</p> <p>How has/will the curriculum be adjusted in light of the data? It doesn't get adjusted but during the teacher/class handover the 'gaps' are highlighted. Reading and Writing will be the key focus.</p> <p>Have we purchased the fully decodable reading scheme for KS2? No, it doesn't need to be fully decodable but matched to the cohorts. Options have been looked at and a preferred resource identified.</p> |
| <p>12</p> | <p>Finance</p> <p>The SBM and supporting financial information had been circulated prior to the meeting and shows that the school is in a strong financial position.</p> <p>Does the school receive, or do we expect to receive any funding from the LA for the Ukraine children that have joined us? The school will receive £4,265 per pupil / broken down to £1,422 per pupil per term.</p> <p>What is the funding to be spent on? The children are designated PP children. The school have issued uniforms and will look to spend the remaining money to benefit the children.</p> |
| <p>13</p> | <p>Health/Safety & Premises</p> <p>Necessary works and checks are being carried out over the summer holiday.</p> |
| <p>14</p> | <p>Safeguarding</p> <p>Safeguarding headlines for 21/22 had been shared with governors prior to the meeting. Staff refresher training regarding the process for logging concerns will take place.</p> <p>A safeguarding newsletter has been issued to parents.</p> <p>The actions from the safeguarding audit have been completed.</p> <p>The LA have undertaken a [virtual] check of the school's SCR which went very well with a few minor actions which have all now been completed. Thanks were to be conveyed to Lotti Collins for her diligence with the SCR.</p> <p>Action: CF to complete an end of year safeguarding report for governors.</p> |

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| | <p>On the summary pie chart of concerns for 21/22 broken down into categories of pupil – where have pupils that fall into more than one category been placed? E.g., a child who is PP and SEN – what category are they under? The system automatically generates the report, pupils would be under both categories.</p> <p>Have we had to seek advice/support from outside agencies due to some of these concerns – has their support been adequate? Yes, support has been adequate all concerns raised this year will be shared with Hayley Roberts as part of the handover.</p> <p>With respect to the Peer-on-Peer sexual harassment and sexual violence concerns – what action has the school taken to stop/reduce these happening in future? The concerns have been talked through with Parents. All events are crosschecked against the Brook ‘traffic light’ system and none have been rated red and all have been age related. Class files are also held to allow careful monitoring of concerns.</p> |
| 15 | <p>Governor Monitoring and Training</p> <p>CF thanked Governors for the significant amount of monitoring that had been undertaken this year.</p> <p>CF confirmed that a Post Covid [Confidential] Staff Survey had been carried out. Analysis and themes will be shared with HR and areas for review/action will be followed up. A note to staff regarding the survey had been issued.</p> <p>CF has completed the final part of the Safeguarding Governor refresher training.</p> <p>JW has completed Safer Recruitment and DDSL training.</p> |
| 16 | <p>Church School Distinctiveness</p> <p>Since the approval of the new Vision statement, the school community were notified and invited into the relaunch of the ‘Vision Vessel’ which was very well received.</p> |
| 17 | <p>Policies</p> <p>The following policies had been circulated prior to the meeting and were adopted.</p> <ul style="list-style-type: none"> • Phonics and Early Reading • Grievance • Responsible Use <p>The policies were agreed by all and thus ratified.</p> |
| 18 | <p>AOB</p> <p>Residential Trip 2022/23 - The school is planning a residential to trip in May 2023. Approval to proceed was given.</p> |

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| 19 | FGB Meetings 2022/2023 The FGB meetings will be held on Thursday's, commencing at 6pm on the following dates: 29 th Sept 2022, 24 th Nov 2022, 26 th January 2023, 4 th May 2023, 13 th July 2023 |
| 20 | Meeting Close Governors wished Mrs Williams good luck in her new position as Head Teacher of Bratton School and thanked her for her commitment to Derry Hill over the last 12 years. CF thanked governors for their hard work this year providing support and challenge to the school. LC closed the meeting with a prayer. |