

**DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING HELD ON
THURSDAY 19th SEPTEMBER 2024 AT 6PM**

PRESENT: Richard French, Hayley Roberts, Carol Foley, Laura Holloway, Georgina Foxwell-Trewartha, Zoe Armstrong, Mark Paxford and David Halls.

Clerk: Danny Holland.

1	<p>Welcome and Opening Prayer</p> <p>The meeting was formally opened by the Chair, RF. DH led governors in prayer.</p>
2	<p>Apologies for Absence</p> <p>Apologies had been received and accepted from Tracey Davis.</p>
3	<p>Register of Business & Pecuniary Interests</p> <p>No changes declared. Governors are to complete the annual declaration. (Action: DH)</p>
4	<p>Minutes of the Previous Meetings</p> <p>The minutes of the meeting held on the 4th July 2024 had been circulated prior to the meeting and were agreed by those present.</p>
5	<p>Matters Arising & Actions (from previous minutes)</p> <p>Matters Arising</p> <p>Review of Actions:</p> <ul style="list-style-type: none"> • Action CF - Amend the monitoring form template and circulate to governors – complete. • Action HR - Staffing Structure for 2024-5 to be circulated – complete. • Action CF - The Safeguarding Annual report will be prepared and circulated to governors – complete. • Action Clerk - Send necessary information to HR regarding staff governor vacancy – complete. • Action HR, CF-T and ZA - Discuss potential parental support workshop – ongoing.
6	<p>Head Teachers Update</p> <p>Heads report was circulated in advance of the meeting. The following was highlighted:</p> <p>Context</p> <p>Numbers on Roll</p> <p>There are 210 children on roll. The new reception children have started excellently and</p>

all other children have returned positively.
The demographics across the school show an almost 50/50 boy/girl split.

SEND

The SEND numbers have increased and are at the National level.

Year group splits

This varies with some year groups heavy on Summer born children, any support for these children over the year will be identified.

Attendance

The school are now signed up with the LA automated system for reporting attendance.

Parents were sent information in July relating to the new guidance. Despite the changes HR advised that holiday requests are still being received which under the new legislation can no longer be approved.

Persistent absence in the last year improved.

Village Hub absence policy that is in line with the new attendance guidance.

Is the data correct when it shows that 20 children have had more than 19 day's absence? Whilst this is a significant concern HR provided circumstances of some of the children and the reasons for this.

CF was appointed as the Attendance Governor.

Exclusions/Suspensions

None.

Safeguarding

CF has completed the Annual Review and produced a report which had been circulated.

The school hosted the Village Hub for the 3 year safeguarding training.

All staff have completed the Annual Safeguarding update.

HR has completed the HT Safeguarding training for this term.

All safeguarding records have been transferred to destination schools for any school leavers.

Governors confirmed receipt of KCSiE

Behaviour

No significant concerns to report.

Staff Changes

The new staff and internal staff changes from September have settled in well.

Mr Riley has started as Deputy Head and Year 4 class teacher.

Mr Heavey has started in Year 6 as the class teacher.

Mrs Freeman is the new 1 day a week Year 3 teacher.

	<p>Miss Hopes and Mrs Burr swap of classes is working well. Mrs Norton has now joined the office team 2 days a week. Mrs Baker has been appointed to work across school with PLAC / LAC / EHCP pupils. Miss Rothwell has started as Teaching Assistant in Fox Class.</p> <p>Current staffing absences and how coverage has been carried out was briefed.</p> <p>Community Governors wished to have recorded grateful thanks to parents who gave their time to enhance the school setting and also to Chippenham Shed for the development of the Mud Kitchen.</p> <p>Friends of Derry Hill Positive communication and planning events have been done.</p> <p>Admissions There were 30 places offered for Reception, all accepted and started. A late application was made which was received, an appeal has been lodged by the parents. In addition to the Year 6 who left the school there were 3 other children who left (1 due to relocation, 1 to a specialist setting and 1 to a smaller local primary) however there have been 3 new children start.</p> <p>There are no spaces currently, therefore only in catchment KS2 children can be considered.</p>
7	<p>School Development Plan The SDP include the Ofsted Actions which are highlighted. There are areas that are RAG rated 'green' as a result of action being carried out and completed. The English planning has been shared with the SIA.</p> <p>Reading – Through the Literacy Tree reading objectives are being covered through the writing scheme but we are also following Literacy Leaves for the explicit teaching of reading.</p> <p>Foundation Subject assessment – discussions are planned with the subject leaders.</p> <p>Behaviour – there have been more awards introduced i.e. Playtime awards (wellie awards, positive playtime). Value Awards will link into Christian distinctiveness. There is a plan to zone the school field into different activity areas.</p> <p>Picture News is a new format being used in Collective Worship as well as Activity Passports introduced which is about children having cultural activities outside of school.</p> <p>Each class has chosen a class advocate which they will learn all about and present periodically to their peers.</p> <p>Strengthening curriculum leaders and parental engagement are the key areas.</p>

	<p>Monitoring and Evaluation Plan This is linked to the SDP. The detailed term 1 monitoring had been shared. This is reviewed at SLT meetings.</p> <p>SDP Approved</p>
8	<p>Data Headlines - 2023-2024</p> <p>Year 6 R, W and M Combined – 59% achieved ARE which is slightly below National expectation with 7% achieving Greater Depth.</p> <p>Year 4 Multiplication Check – 53% achieved 25/25 which is significantly above National.</p> <p>Phonics 93% of the class achieved the expected standard which is well above National.</p> <p>EYFS 70% of the class attained the GLoD which is above National</p> <p>Interventions will commence on 23rd September 2024 for the current Year 6 children. There is also going to be a focus on children’s attainment.</p> <p>In terms of the progress that children made last year this was significant.</p> <p>It was noticed that each term, each class boys appear to be working at a lower level. HR advised that the data has been analysed and the children identified.</p>
9	<p>Finance The designated Finance governors will meet separately on 30th September with Tracey Davis, Finance Officer and HR.</p>
10	<p>Governance</p> <p>Link Governors -</p> <ul style="list-style-type: none"> ○ Safeguarding including SCR and Filtering & Monitoring checks - CF ○ SEN – CF ○ Pupil Premium - CF ○ Attendance – CF ○ English – LH & DH ○ Curriculum – LH & MP ○ H&S – RF ○ EYFS – GF-T & ZA <p>Governor Monitoring – the following visits and reports had been completed:</p>

	<ul style="list-style-type: none"> ○ Safeguarding Review Report - CF ○ Health & Safety Walk - RF <p>Governor Training – the following training had been attended:</p> <ul style="list-style-type: none"> ○ Safeguarding ○ Governor Briefing
11	<p>Church School Distinctiveness</p> <p>Steve Cowdery has been in contact with HR and offered support for 2 Church School Flourishing meetings. A staff meeting has been held around spirituality and children will be informed with a new system ‘Ow’s, Wow’s, Now’s’.</p> <p>After every lunchtime a class discussion will be had around children being thankful. There are 5 church services planned for this academic year.</p>
12	<p>Policies</p> <p>The following policies and procedures had been circulated prior to the meeting.</p> <ul style="list-style-type: none"> ● Handwriting – approved. ● Child Protection and Safeguarding – proposed LH, seconded GF-T – approved. ● Grievance – approved. ● Disciplinary – approved. ● SEND – proposed CF, seconded RF – approved. ● Attendance (Hub) – approved. ● Staff Code of Conduct – approved. ● Staff Behaviour – approved. ● Allegation against Staff who work with children – approved. ● Phonics and Early Reading – approved. ● Charging and Remissions – proposed CF, seconded LH – approved. ● SEN Information and Report – approved. ● Phonics and Early Reading – approved.
13	<p>AOB</p> <p>PAN – The PAN for 2025-2026 was agreed at 30, the LA have been notified.</p>
14	<p>Meeting Close</p> <p>DH closed the meeting with a prayer.</p> <p>Next Meeting: Thursday 14th November 2024 at 6pm in school.</p>