

DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING (VIRTUAL)
HELD ON THURSDAY 19th MAY 2022 AT 6.00PM

PRESENT: Carol Foley, Emma Williams, Richard French, Linda Carter, Richard Carter, Paula Wheatcroft, Tracey Davis, Laura Holloway, Josh West, Georgina Foxwell-Trewartha (GFT) and Jeremy Gummow (JG).

1	Welcome and Opening Prayer The meeting was formally opened by the Chair, CF. LC led governors in prayer.
2	Apologies for Absence Apologies were received from Danny Holland (Clerk). In the absence of the clerk the meeting was recorded.
3	Register of Business & Pecuniary Interests None.
4	Minutes of the Previous Meetings The minutes of the meeting held on the 2 nd February 2022 had previously been circulated (FGB and Confidential FGB minutes). These were both accepted as a true record by all and duly signed by the Chair.
5	Matters Arising & Actions (from previous minutes) Matters Arising - None Review of Actions - None
6	Admissions Notes of the Admissions Panel meeting for Sept 2022 intake had been circulated, the school was over subscribed for first choice places. Two delayed entry panel meetings had also taken place with approval given to defer starting school from September 2022 to September 2023. It was highlighted that there is no certainty of a place at the school and the parents concerned will need to apply for a place in the normal way.
7	Head teacher performance management mid year review CF confirmed that EW mid-year review had taken place.

8	<p>Church School Distinctiveness (LC) and Vision statement (EW)</p> <p>LC had attended a course on SIAMS and the SEF, where an overview of the SIAMS framework was given. LC highlighted that governors are to clearly understand the context of the SIAMS SEF in relation to our school. The focus of SIAMS is on the impact of everything that the school does and is driven by our vision. Examples of the strands that are inspected were shared and discussed.</p> <p>In previous meetings EW and governors discussed the school's vision statement and that it should be reviewed every 3 years. As the current vision had been in place for a considerable number of years a review had been undertaken. Our school's vision statement needed to reflect where the school is at now and underpin our values; this would also feed into our SIAMS preparation. A school vision statement should be centered around christian theology, have a biblical reference and be easily understood by the children. EW discussed a theme that had been introduced to children earlier in the school year which centered around kindness and this being an inner true light, and being the best version of themselves. A biblical link, Matthew 5:16 was read out,</p> <p><i>'Let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven.'</i></p> <p>This was simple to understand, was already familiar with the children and so part of the school language and could be easily linked to Star of the Week, Act of Worship and built upon further. It was also inclusive to all.</p> <p>It was unanimously agreed that 'Let your light shine' would be the new school vision statement and this would be introduced formally at the Vision Vessel launch day in July and we would continue to embed this going forward</p>
9	<p>Finance and Health & Safety</p> <p>Budget Sign-off A budget monitoring report had been shared prior to the meeting. At the end of the financial year(31/3/22) there was a C/f of £37,377. TD advised that in the main this is for the school to spend although certain elements, i.e. circa £5K is ringfenced as this is the remaining PE Grant. All governors were in agreement with budget sign off.</p> <p>Budget Approval The draft budget had been circulated prior to the meeting. Finance governors had met separately to review the budget in greater detail and the minutes of this meeting had been circulated to everyone. The budget for 22/23 was approved by all governors.</p> <p>Business Managers Report Two bids were submitted to the School Condition Allocation Fund at the Diocese. One bid was successful for various maintenance work.</p>

	<p>Action: Clerk to circulate Business Managers Report to governors</p> <p>H&S All statutory testing is up to date.</p>
	<p>Staffing</p> <p>Hayley Roberts is returning to her substantive position as Head Teacher in September. A temporary SENCo has been appointed, a permanent position is being advertised. Aly Miller will be leaving at the end of her temporary contract at the end of this term. Wendy Dixie has been successful in a P/T position at another school and will leave at the end of term. EW has been successful in securing a HT position and will be leaving at the end of the school year. A request has been received from a member of staff to work P/T from September.</p> <p>A draft staffing structure for September 22 was discussed with governors, the final staffing structure would be finalised once the recruitment process was completed. Communication with parents will take place early in Term 6.</p>
6	<p>Heads Report</p> <p>Attendance Absence is an area of focus as there has been an increase in unauthorised absence requests. Whilst absences related to Covid are authorised this still does have an impact on the overall attendance figure.</p> <p>Question: Are there absences that are a cause for concern? There is a [very] small number of individuals where attendance levels are low which the school does monitor and follow up on.</p> <p>Question: How does the school support disadvantaged learners that are absent so that they don't fall behind? Daily interventions are in place and close monitoring of data is reviewed and additional interventions are put in place as required.</p> <p>Data End of KS2 data is looking good. SATs went well, the children felt confident. Phonics data is very strong and Little Wandle has had a positive impact. An overview of the progress and results from mock papers was given to governors. Maths times table data is also very good and 82% are expected to pass. End of KS1 data has been impacted by Covid and the disruption this has had to their learning.</p> <p>Data for all pupils would be closely looked at the end of the year.</p>

	<p>Subject leaders</p> <p>Subject leaders networks are in place through the LA, subject leaders have access to network meetings via Right Choice.</p> <p>Question: Little Wandle reading expectations are high but it is recognised by the SIA that it is challenging balancing the needs of the EY curriculum, is there a risk of missing out on other areas due to time constraints? The difficulty is that Little Wandle is time consuming on staff. The EYFS curriculum is very much focussed on the adults driving the learning forward through children's experiences and it is a challenge to balance both. This will be closely monitored by NB.</p>
7	<p>Governance Update</p> <p>Training</p> <p>CF has refreshed safer recruitment training. RC has completed safer recruitment training.</p> <p>CF has completed another two safeguarding modules. GFT is booked to attend Governor Ofsted training</p> <p>Governor Calendar</p> <p>CF advised that actions completed to date had been updated and those outstanding were due to be completed during the final summer term. The updated Governor Calendar is available in One Note.</p> <p>Monitoring Reports</p> <p>19 monitoring visits had taken place since the last meeting, CF thanked governors for their efforts and diligence to provide rigorous challenge to the school. The reports were made available prior to the meeting and covered the following areas:</p> <ul style="list-style-type: none"> ○ SATs Administration ○ EYFS x 2 ○ Disadvantaged Learners ○ Safeguarding (Audit & Review Group) x 2 ○ Strategic (Head, Chair and Vice) Meetings x 3 ○ Science ○ SEN ○ RE ○ SIAMS ○ British Values ○ Maths x 2 ○ English ○ Early Reading ○ Cultural Diversity <p>We currently had two vacant positions for foundation governors and would work with Reverend Linda to fill these.</p>

9	<p>Safeguarding</p> <p>The second safeguarding newsletter has been issued. Each newsletter has a different focus. The safeguarding action plan had been circulated and the actions are being taken forward. The online safety audit has been completed.</p> <p>EW and TD have now completed Brook Traffic Light tool training and this has also been shared with all teaching staff.</p> <p>JW will be undertaking DSL training in June and Safer recruitment training also.</p> <p>No parents have withdrawn from the Sex and Relationship Education in Year 6. RSE workshops have been recorded and uploaded to the school website allowing easy access for parents. All staff are up to date with FGM and E-Safety training. Parent volunteers have completed the necessary online training.</p> <p>A safeguarding meeting with Hayley Roberts is booked as part of the handover.</p> <p>In the previous academic year, a review group was set up to investigate safeguarding procedures within the school. This was a suggested action to all schools by the Local Authority in response to findings via testimonials left on the “Everyone’s Invited” website. The review group met again mid-way through this academic year to review what our current practice is, had there been any improvements since the previous meeting and to establish any future development areas. The report had been circulated to governors and showed that safeguarding practice was very strong within the school and there had been a considerable amount of improvements made since the last review.</p>
14	<p>Policies</p> <p>The Appraisal Policy (LA model) had been circulated. This was adopted, proposed by RC, seconded by RF and all in agreement.</p>
15	<p>AOB</p> <p>None.</p> <p>LC closed the meeting with a prayer.</p>
16	<p>Date of Future Meeting: Thursday 14th July 6.00pm in School</p>