

**DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING HELD ON TUESDAY 30th NOVEMBER 2021 AT 6.30pm**

PRESENT: Carol Foley, Emma Williams, Richard French, Linda Carter, Richard Carter, Paula Wheatcroft, Tracey Davies, Laura Holloway, Josh West, Aly Miller, and Danny Holland (Clerk).

1	<p>Welcome and Opening Prayer</p> <p>The meeting was formally opened by the Chair, CF. LC led governors in prayer.</p> <p>An extended welcome was given to Aly Miller, Assistant Headteacher, who had been appointed as an Associate Governor.</p>						
2	<p>Apologies for Absence</p> <p>Apologies were received from Georgina Foxwell-Trewartha, Richard Davies, and Jeremy Gummow.</p>						
3	<p>Register of Business & Pecuniary Interests</p> <p>None.</p>						
4	<p>Minutes of the Previous Meetings</p> <p>The minutes of the meeting held on the 6th October 2021 had been circulated prior to the meeting. These were accepted as a true record and duly signed by the Chair.</p>						
5	<p>Matters Arising & Actions (from previous minutes)</p> <p>Matters Arising</p> <p>Admissions Policy – An email had been received from LA relating to change in the Admissions Code and the following was required:</p> <ul style="list-style-type: none"> ○ For schools to agree (or not) to remain with the LA Co-ordination scheme - There is no cost to the school, and it has been decided to remain in this provision. This is to be reviewed annually. ○ How ‘In year applications’ are dealt with needs to be included in Admission Policies – this is already included in the policy. ○ There is a new clause relating to Looked After Children from other countries, this needs to be included in the policy. <p>The Admission Policy will be presented for approval at the next FGB.</p> <p>Review of Actions</p> <table border="1"> <thead> <tr> <th>Action</th><th>Status</th></tr> </thead> <tbody> <tr> <td>SIA Visit Report to be circulated</td><td>Complete</td></tr> <tr> <td>CF to circulated notes of SDP meeting</td><td>On-going</td></tr> </tbody> </table>	Action	Status	SIA Visit Report to be circulated	Complete	CF to circulated notes of SDP meeting	On-going
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	Outstanding PREVENT/Safeguarding Training	See Item 9
	Curriculum Journey to be an Agenda item	Complete
	Admissions Policy Review	See above (Matters Arising)
7	<p>Heads, SEND & Disadvantaged Learners Report</p> <p><u>Heads Report</u> The Heads report had been made available to Governors prior to the meeting. The following was highlighted to Governors:</p> <p>Absence The school's absence is above the National expectation, this is predominantly due to the Covid outbreak in Term 1. The absence level is reducing, and it is hoped this will be back in line with National expectation by the next FGB (February). An attendance governor monitoring report had been written up and circulated.</p> <p>Attendance 86.65% last term, this has improved and is 91.1% currently.</p> <p>Question: Absence rate slightly high in KS2, was there a reason for this? Covid did have an impact.</p> <p>Fixed Term Exclusions There have been no FT exclusions.</p> <p>Continuing with some staff being absent and being supported in their return. CP & Safeguarding – a matrix completed, flow charts up around school. Link Governor visits has been completed and the SIA undertook a PRE-AUDIT CHECK. A Safeguarding Newsletter has also been produced.</p> <p>SIA SIA has undertaken a second visit; next visit is in February. Action: EW to circulate the report once it has been finalised.</p> <p>Covid There are 2 cases in school currently. CO2 monitors are now in classrooms.</p> <p>Catch Up Funding An additional £2K recovery premium has been received that has been used to focus towards reading recovery for disadvantaged learners. The school has also received £1000 from the National Tutoring Programme that will be used to fund catch up interventions in terms 3 and 4.</p> <p>£1,000 national tutoring programme, with additional contribution of 25% by the school has been received. Separate national training is required to be undertaken by TAs which is a requirement under the funding.</p>	

External Providers, Enrichment and After School Clubs

A variety of Teacher led afterschool clubs have started. 11 children have signed up to the AGaT courses run by Braeside, the main offering this term was either English, Maths and Science. The school has also taken part in events and activities in partnership with other schools.

Other School Events

Head Boy and Girl and their Deputies have been appointed.

Staff Wellbeing

Staff 'swish' stall has been set up in the staff room where staff can bring along unwanted/unused accessories for othersto take. The 'superstar jar' has also started and is being well received.

NPQSL Projects

JW has started the NPQSL, the DfE will be funding this.

FODHS AGM had recently taken place with a good turnout of committee volunteers which was really positive.

SIAMS Update

Alison Shears will take on the SIAMS lead in school with AM taking on the monitoring of RE. LC and EW have met to discuss SIAMS. One of the elements discussed was the 'Vision Vessel' which is very much embedded in the school and this will be celebrated in the Spring with the school community. The conversation then went on to look at the Vision statement that has been part of the school for many years and consideration needs to be given as to whether this still represents the schools Christian Vision or whether it needs to be reviewed. Whilst everyone knows the vision, is this owned and how well is this embedded, which is what is expected within the SIAMS framework. Initial thoughts of Governors were discussed. Governors were also to be mindful of a change to the Vision would have a financial impact to the school.

Action: FGB agenda item going forward.

Risk Assessment

Risk assessments will be carried out for each of the school events taking place up to the end of year. Parents have been given all the advice and guidance. Main school risk assessment is constantly being reviewed to keep in line with the latest guidance.

Training Day

There is a TD day on the 4th February, the plan is to work through subject leadership - with Governors attending in the afternoon to participate in mock deep dives.

Action (Clerk): Governors to confirm to clerk if they are able to attend

SEND & Disadvantaged Learners Report

The report compiled by AM had been circulated to Governors prior to the meeting. The report covered the period September to December.

AM informed those present of the following:

Reading

- 68% at least expected progress
- 77% made expected progress
- 9% made better than expected progress
- No pupils made less than expected progress

Writing

- 68% made at least expected progress
- 73% made expect progress
- 5% made less than expected progress.
- 5% made better than expected progress.

Maths

- 100% of pupils made at least expected progress
- 100% made expected progress
- No pupils made less than or better than expected progress

Outside Agency Support

Behaviour Support and Ed Psychology have been into school. ELSA training has been held in school. SALT has met with AM.

CPD

Quality first Teacher training on SEND strategies has taken place and together with JW these will be shared with staff.

Interventions

These are happening 3 times a week. ELSA support is being run 3 afternoons a week. An assessment of the children getting the support is regularly carried out.

Parental Engagement

All parents have had parents' meetings and the ITTs have been updated.

RSE workshops are arranged for the start of next term.

Pupil Premium

Pupil Premium Statement and Action Plan has been finalised and will be on the website by the end of term.

Question: How is expected progress measured? This is against the national curriculum data.

Question: What is the indication of how the children in Derry Hill compare with other schools? Due to Covid the only comparison that can be given is 2019 as there has not been any data published since due to Covid.

	<p>Question: What transition support is given to SEN children when the curriculum steps up? When children move to the next class, interventions are reviewed for impact and shared with the next teacher. Detailed discussions are carried out with staff to reassess the needs of the child and to set new targets and intervention programmes for the following year.</p> <p>Question: What is being done for children who may be working at expected to reach Greater Depth? In Years 2&6 for those that are close to Greater Depth, additional interventions and support are in place to get them to get them to Greater Depth. Likewise, there have been children who having worked at Greater Depth may have dipped, so they also receive interventions and are given opportunities to allow them to reach Greater Depth.</p> <p>Question: What is attendance like at Parents evenings for Disadvantaged Learners and SEND? All parents attended.</p>
8	<p>School Development Plan 2021/22 - Priorities</p> <p>The actions have been agreed and notes on what has taken place included.</p> <p>‘Little Wandle’ phonics scheme has been purchased and relevant staff have been trained. A parent workshop will be re-arranged for the new year.</p> <p>Question: When is match funding received? The school has been informed that it has met the criteria for medium level support. The school makes the purchases and invoices the English Hub who reimburses the school.</p> <p>Question: Have Year 2 had their Phonics check yet? This will be completed on 1st December 21.</p> <p>Question: Will the new scheme allow the school to create a baseline? Yes, this will allow governors to monitor impact. It also allows for interventions to be given immediately.</p> <p>Question: Is Bowood still being used for Forest Schooling? No</p>
9	<p>Safeguarding</p> <p>Safeguarding monitoring has taken place. Safeguarding matrix has been reviewed by the SIA. There are some [minor] actions from this that are being followed up. Safeguarding is always an agenda item for staff meetings and training sessions have been planned into some staff meetings in the new year. Numerous governor safeguarding monitoring visits had taken place, including safeguarding conversations with pupils.</p>

	<p>After a recent accessibility review by AM/EW/CF the school was looking at ways to provide safeguarding support for SEND pupils and those who communicate non verbally to allow them to communicate any concerns eg Makaton and signs etc</p> <p>The LA Safeguarding audit will take place in Term 3. The new SCR is being populated.</p> <p>Action: Outstanding Governor safeguarding training information/DBS information is to be forwarded to the school by Governors(All).</p> <p>Action: Correct link for safeguarding training to be added to One Note (CF)</p> <p>Action: List of items outstanding to be circulated to Governors (DH)</p>
10	<p>Curriculum Journey within Derry Hill</p> <p>EW talked governors through the process that was undertaken with staff on creating a brand-new curriculum. Areas covered were:</p> <ul style="list-style-type: none"> ○ What the dream curriculum would look like in the classroom - this was group session for individual thoughts to be shared. ○ Why there is a need for a new curriculum ○ How the school can stand out. ○ What works and what doesn't work. ○ What topics were successful and those not so. ○ What sort of topics would the children like to work through? ○ The National curriculum reviewed looking at the learning intentions and separating these out into year groups and what topics would work best for each year group and how the objectives link in. ○ Knowledge organiser and starting with a question – knowing that it needed to be knowledge based to ask question of the children. ○ 'Launch, Land and the 'bits' in between' model ○ Ensuring the children are engaged and the is interactive ○ Home Learning – what this looks like <p>EW noted that whilst it is in place, it is continually developing and regularly being reviewed. The children are enjoying it.</p> <p>JW and AM gave their experiences of the new curriculum, which were all very positive.</p>
11	<p>Budget monitoring</p> <p>The monitoring report had been circulated. TD highlighted the following:</p> <ul style="list-style-type: none"> ○ The school is in a good financial position. ○ The school was successful in a grant for Mental Health training (£1000). The school has booked onto the Wiltshire Training. ○ PE grant has funded the new playground markings.

	<ul style="list-style-type: none"> ○ FSM vouchers are continuing to be received for families during the holidays. ○ Rising fuel costs will have an impact on the budget next year. <p>Question: Supply Pool Insurance, how does this work? A claim is submitted monthly. The school can only claim from day 4 of staff absences.</p> <p>Question: Has the school fund audit taken place ? Not yet this would be done before the end of December.</p>
12	<p>Maintenance Schedule, H&S</p> <p>A report had been circulated by the School Business Manager. TD advised of the following:</p> <ul style="list-style-type: none"> ○ H&S Audit has been carried out. Couple of minor points were highlighted. A good rating was given which was the highest rating, and the school was commended on its systems and processes ○ A Fire Drill took place on the 11th November, this was successful.
13	<p>Governor Monitoring and training</p> <p>Governor Monitoring – The following reports had been made available:</p> <ul style="list-style-type: none"> ○ Attendance ○ Head, Chair and Vice Meeting x 3 ○ School Council ○ Outside Learning Day & Antibullying AOW ○ Budget Monitoring ○ Safeguarding – Anti-bullying Week inc pupil safeguarding questions ○ Outdoor Learning Day inc new Playground Markings ○ Able, Gifted and Talented Provision <p>Action: GF-T to produce EYFS monitoring visit report.</p> <p>CF attended the LA Governor briefing on 18th Nov.</p> <p>CF advised Governors to be mindful when planning monitoring visits ensuring that there is sufficient time for the write up and distribution ahead of FGBs.</p> <p>Governor Calendar Actions - this has been updated within One Note.</p>
14	<p>Church School Distinctiveness</p> <p>LC advised that the focus is around reflecting on the review of the Schools Vision and part of this will be creating prayer spaces in school.</p>

15	<p>Policies</p> <p>The following policies had been shared with Governors prior to the meeting.</p> <ul style="list-style-type: none"> ○ Pay Policy – governors agreed that ‘Absolute’ Measures will be applied ○ Accessibility Plan – JW, RF ○ Relationship and Health Education - JW ○ Capability ○ Code of Conduct ○ Anti-bullying – see note below ○ First Aid ○ Charging and Remissions ○ Science <p>Statutory policies highlighted in blue, were proposed for acceptance by RF and seconded by RC. The remaining policies (except antibullying) were all formally noted. All in agreement.</p> <p>Anti-bullying Policy</p> <p>This based on the ‘School Bus’ and aligns with ‘Keeping Children Safe in Education’. CF advised that the Anti-bullying policy as a safeguarding policy is one that Governors need to be fully familiar with.</p> <p>Action: Governors to re-read policy and provide any comments to EW by cop Monday 6th December 2021.</p>
16	<p>AOB</p> <p>None.</p> <p>Thanks was to be conveyed to the staff for their continued hard work. The meeting closed with a prayer.</p>
17	<p>Date of Future Meeting: Wednesday 2nd February 6.30pm VIRTUAL</p>