

**DERRY HILL CHURCH OF ENGLAND (VOLUNTARY AIDED) PRIMARY SCHOOL MINUTES
FULL GOVERNING BODY MEETING HELD ON
THURSDAY 26TH JANUARY 2023 AT 6PM**

Present: Carol Foley, Richard French, Hayley Roberts, Tracey Davies, Paula Wheatcroft, Josh West, Richard Carter, Laura Holloway, Georgina Foxwell-Trewartha, and Victoria Misselbrook.

Clerk: Danny Holland

1	Welcome and Opening Prayer	
	The meeting was formally opened by the Chair.	
2	Apologies for Absence	
	Apologies had been received and accepted from Reverend Linda Carter and Jeremy Gummow.	
3	Register of Business & Pecuniary Interests	
	No changes declared.	
4	Minutes of the Previous Meetings	
	The minutes and separate confidential minutes of the meeting held on the 24 th November 2022 had been circulated prior to the meeting and were agreed by those present.	
5	Matters Arising & Actions (from previous minutes)	
	<ul style="list-style-type: none"> • Matters Arising – None. • Review of Actions 	
	Action	Owner Update
	During next H&S monitoring visit RF to check caretaker’s log of access ladder inspections.	RF Visit carried out and check of the log carried out. No concerns identified. Action Closed.
	Data to be made available electronically	HR Data has been circulated. Action Closed.
	SEF to be updated and loaded onto OneNote.	HR Complete. Action Closed.
	Safeguarding Autumn Newsletter to be issued.	HR Ongoing, this will now be linked into the safeguarding week.
	To be added to the Behaviour policy that level 3 incidents could lead to exclusions.	HR Complete. Action Closed.

	Explore streamlined way for staff and governors to access policies.	HR	Discussions have been had with Tracey Price, there are options which are being looked at as to the best and easiest way forward. HR to update progress at next meeting
6	<p>Christian Distinctiveness/SIAMS</p> <p>VM advised that the school has bought into the SBDE Partnership which enables the school to have a 3-hour meeting with a Diocesan advisor on SIAMS preparation (this is going to be booked imminently). It also enables free and discounted CPD opportunities. A series of CPD has already been booked onto outside of school hours.</p> <p>Within school, worship councillors, have been appointed. There are 10 children who form the council and they have held their first meeting. The councillors are going to obtain their classes ideas on developing areas of the Christian ethos within the school. In addition, the curriculum is being looked into and refreshed, particularly as there have been staff changes. Foundation Governor involvement with the Worship Council is welcomed.</p> <p>Action VM: Training courses for Governors by the Diocese to be looked into.</p> <p>Question: Is the act of worship planned to be done by the worship council or by individual classes? Nothing has been agreed as yet.</p>		
7	<p>Finance</p> <p>The Budget Monitoring Report had been shared with governors prior to the meeting:</p> <p>TD highlighted the following:</p> <ul style="list-style-type: none"> ○ The budget remains on track with a predicted c/f of £32K. There is 2 months remaining of the financial year. ○ There is extra funding coming into the budget from the DfE to go towards energy and increased staff costs. ○ £10k capital money has been received which is likely to go towards replacement boilers which are circa. 20 years old. ○ Energy price increases have not fully been seen by the school due to bulk buying. <p>Books and furniture for the library are required. A detailed list has been produced and will be shared with the Friends who are looking at submitting a grant to the Parish Council to support with this project.</p> <p>Question: Why are the rents and rates double what was budgeted for? This is a duplication and will be corrected.</p>		

	<p>Question: Why are the bank charges so high at £801? TD is in communication with HSBC, and it is hoped that the erroneous charges will be reimbursed.</p> <p>All governors were in agreement with the budget monitoring report</p>
8	<p>Health/Safety & Premises</p> <p>TD advised of the following:</p> <ul style="list-style-type: none"> ○ The statutory checks are up to date. ○ RF has undertaken an H&S walk. ○ Legionella works were completed over the Christmas holidays. ○ The tree inspection has been carried out. <p>All governors were in agreement with the H&S monitoring report</p>
9	<p>Heads Report</p> <p>Question: The persistent absences have increased, is there a reason? Whilst this has increased the school does remain below National for persistent absenteeism (the National has increased to 18.2%). There were cases of Strep A and Covid prior to Christmas which have effected the figures. Attendance letters have been issued and where the school has concerns, direct engagement is taking place.</p> <p>Question: LAC (& previously LAC) policy - refers to the 'designated teacher'; is there one currently and should they be named on the current policy? HR is the designated staff lead.</p> <p>The home school agreement has been refreshed and will be sent when appropriate. The Christian vision and school values have been added in addition to what the school will do, children will do, and parents will do. Reference to the communication policy will also be included.</p> <p>Question: How are the interventions in respect of Little Wandle, has the length of time spent been able to be reduced? The interventions are still time consuming which is the same across other schools.</p> <p>Question: Are the proposed TD days for 2023-24, often on Mondays and after a holiday (excepting September), in line with other local Wiltshire schools? Consideration of childcare for parents? TD days are linked with other schools in Wiltshire. The 4 feeder secondary schools have different days plus there are the specific requirements around the schools planning.</p> <p>The proposed TD Days for academic year 2023-2024 were agreed by all governors.</p> <p>Question: How are the children from Ukraine settling in? There are 3 children in school in Yr.'s 2, 4 & 5 and they are doing well. They are being offered to connect to their previous school if the school is open. They can access most lessons. Group intervention has been formed where they can work on their English which is being run</p>

	<p>by TAs. One child is requiring a high level of support due to their age as in Ukraine children do not start school until the age of 7.</p> <p>It was recognised that the school now offered a considerable number and range of clubs and the staff were thanked for their support with these.</p> <p>SDP – this had been updated and work continues to work through and complete the areas identified.</p> <p>SEF – A positive SLT day working on the SEF was held. The data section will be updated.</p> <p>The SIA report from Term 2 and a Governance Crib Sheet in readiness for Ofsted has been included on One Note</p> <p>Vision and Values document – This brings together the Christian Vision and Values and the Schools Values and Intent. This will be displayed around school and also given to staff.</p> <p>The new school website will be launched shortly and new school signage for the updated vision statement is also being sourced.</p>
<p>10</p>	<p>Safeguarding</p> <ul style="list-style-type: none"> • DSL Safeguarding Report for Governors was circulated and discussed. • LA Safeguarding Visit and Review – the identified actions have either been completed or work to complete them is being undertaken. All evidenced in the Safeguarding Action Plan.
<p>11</p>	<p>Autumn Term Data</p> <p>Question: Reading data - how does the 35% at below or well below expected attainment compare nationally? What proportion of this 35% are SEN / FSM etc groups? Action HR: circulate response from AS</p> <p>Question: Maths report - Y4 times table's checks; do we have any comparative national data? Timetables comparison with National – focus is on the children answering the question within 6 seconds which the school teaches the children to do.</p> <p>Question: Why appears to be some attainment data missing for children? There are children with missing data, these are new children that have started in year. There is a mechanism to have this taken out which will be done next term.</p> <p>Question: Attainment of whole school is for 105 boys, the progress is for 75 boys, what is the discrepancy? Progress goes over the year and the difference is due to Year 6 leavers and new starters.</p>

<p>12</p>	<p>Governance</p> <p>Monitoring reports – the following reports had been produced and made available:</p> <ul style="list-style-type: none"> ○ 2 x Head/Chair/Vice meetings ○ 1 x General report ○ 1 x SEN. <p>Reports from monitoring and/or meetings held with/on the SENCo, PP and SCR are being drafted.</p> <p>A skills audit will be circulated for governors to complete (Action: Clerk)</p> <p>Governor Training – CF will book on to the Diocese governor training as she has recently renewed her Foundation Governor term of office. CF is also booked on ‘understanding school performance data’ training.</p> <p>Governor calendar – all on schedule.</p>
<p>13</p>	<p>Policies & Formal Guidance</p> <p>The following policies and formal guidance had been shared with governors and were adopted:</p> <ul style="list-style-type: none"> ● Admissions 2024/2025 – note: consultation is not required until Autumn 2025. ● PP Statement ● ECT ● Biometric Statement ● GDPR ● Governor allowances ● LAC/Previously LAC ● Calculation Policies – information only ● Home/School Agreement ● Communication Policy
<p>14</p>	<p>AOB</p> <p>Teacher Strike – A letter has been issued to parents. It is known that one class will be closed.</p> <p>July FGB - The July FGB meeting has been rearranged due to a clash with the school production and will now be held on the 6th July 2023 at 6pm in school.</p>
<p>15</p>	<p>Meeting Close</p> <p>RC closed the meeting with a prayer.</p> <p>Next Meeting: Thursday 4TH May 2023 6pm in School.</p>