

## Held on Monday 5<sup>th</sup> February 2024 1830 hours In School

<b>Governors:</b>	Richard Wielechowski (RW) Chair, Rachel Snape (RS) Headteacher, Mike Bleazard (MBI), Sonia Ilie (SI), Lorna Monk (LM) Vice-Chair, Priscilla Canizares-Martinez (PC), Sophie Hare (SH)(arrived at 6:46pm) Matt Butler (MB) Barney Cox (BC), Tom Dowdall (TD), Bayan Parvizi (BP, Collette Harrison (CH), Mary Williams (MW)
<b>In attendance:</b>	Niki Scarafale – EYFS Lead (left at 6:55pm)
<b>Clerk:</b>	Meleena Walsh (Camclerk - MW)

	<b>Discussion</b>	<b>Decisions Made / Actions Agreed</b>
<b>1.</b>	<p><b>Welcome</b></p> <p>The GB was quorate based on the number of governors in post.</p> <p>It was noted that Liz O’Sullivan was no longer in post at the school and therefore no longer a member of the FGB. This was accepted with effect from the date of this meeting. Governor Hub duly updated by the Clerk.</p>	
<b>2.</b> 2i. 2ii	<p><b>Apologies for Absence</b></p> <p>Receive apologies for absence:</p> <p>Non Attendance –</p> <p>Consent/Non-consent to absence:</p>	
<b>3.</b>	<p><b>Declaration of direct or indirect pecuniary interest in any of the following items</b></p> <p>nil</p>	No declarations for items on this agenda were made.
<b>4.</b>	<p><b>EYFS Presentation by Niki Scarafale</b></p> <p>NS gave a short presentation to the GB on the EYFS pedagogic Curriculum Principles on the EYFS Framework which are set around the MRPS compass.</p> <p>NS explained that the EYFS curriculum encompassed the 7 areas of learning.</p> <ul style="list-style-type: none"> <li>• communication and language.</li> <li>• personal, social and emotional development.</li> <li>• physical development.</li> <li>• literacy.</li> <li>• mathematics.</li> <li>• understanding the world.</li> <li>• expressive arts and design</li> </ul> <p>NS then explained the development of the continuous provision within EYFS since she had started at the school in 2022.</p> <p>The governors were given the opportunity to ask questions.</p>	

	<p>Q./ A governor asked - Do you find that there are children that are reluctant to get involved during choosing time?  A./ NS responded - <i>Some children gravitate to the activity that they are good at but the introduction of 1 minute thinking time and the adults modelling the activities, has promoted the children choosing things that they might not ordinarily choose.</i></p> <p>Q./ A governor asked - How do you ensure that the transition into year 1 is smooth?  A./ NS responded - <i>The children meet their new class teacher prior to moving up and there is a continuous provision provided in the first academic term of year 1. This helps the Reception children settle into their new classroom setting.</i></p> <p>Q./ A governor asked - Where do you see the EYFS principles being used within the other year groups across the school?  A./ NS responded - <i>It is reflected in all year groups where all classes have a level of creativity within their learning i.e. hands on art, bread making and forest school, just to name a few examples.</i></p> <p>Q./ A governor asked - Is there a specific area within which, you are promoting teamwork within the children?  A./ NS replied - <i>There are always opportunities to participate in teamwork – this is usually initially led by the adults to help the children start the thought process. Crew Time is also a valuable element within the school curriculum as it also allows the children to engage with each other.</i></p> <p>A governor gave praise to the level of CPD and knowledge dissemination within the EYFS team.</p> <p>The governors gave thanks to NS and the team for all of the hard work and provision that they provide in EYFS.</p>	
<b>5.</b>	<b>Review of previous minutes 4<sup>th</sup> December 2023</b>	
5i	The FGB duly approved and ratified the minutes from the meeting on 4 <sup>th</sup> December 2023. The minutes will be electronically signed and issued to the school office for upload onto the school website.	
<b>6.</b>	<b>Agreed Actions Update</b>  036 Governor day date set at 28 <sup>th</sup> February 2024	
<b>7.</b>	<b>School Improvement</b>	
7i	<p><b>Headteacher's Report</b></p> <p>The report was made available to the governors on Governor Hub prior to the meeting.</p> <p>The Head informed the governors that there had been an increase in the number of pupils on role. There is a level of persistent absence (illness and</p>	

	<p>holidays), but it is better than the national average – this is monitored carefully by the office team and followed up with carers/parents.</p> <p>There has been Staff CPD on community organising.</p> <p>It was noted that there were still a number of office staff vacancies – interviews are taking place tomorrow and next week.</p> <p>The governors were given the opportunity to ask questions.</p> <p><i>Q./ How is the NEU teachers work load management consultation proceeding?</i></p> <p>A./ The Head responded - that they had met with the NEU rep and have opened the discussion around the management of the teaching workload. The head will keep the governors up to date as and when there is progress to report on.</p> <p><i>Q./ A governor asked - How has the backfill for the KS1 teaching staff being dealt with?</i></p> <p>A./ The Head responded – the teaching posts will be covered by Nina Burton for 2 days and a teacher that is well known to the school.</p> <p><b>Safeguarding</b></p> <p>LM will be meeting with Nina Burton to discuss the report that has come in from Phil Nash. It was noted the with Tanima Paul leaving the office staff, the governors were made aware that there needed to be stringent checks made on the management of the Single Central Record.</p> <p><i>Q./ A governor wanted to know if the safeguarding team (meet 1/2 termly) scrutinise the number and level of incidents that are reported to see if there is a pattern with it being the same pupils etc.</i></p> <p>A./ The Head responded - The current system (CPOMS) is being looked at to see if behaviour incidents can be moved over to Arbor so that parents/carers can be notified immediately of any incidents that happen.</p> <p><i>Q./ A governor asked - Is there a danger that if all recorded incidents go directly to the parents it could open up a can of worms?</i></p> <p>A./ The Head responded - Yes, this could be problematic, which is why the system is being looked at closely, before any changes are made.</p> <p>It was agreed that the governors would like to be kept aware of any changes that might be made and consulted before it is rolled out to parents/carers.</p>	
8.	<b>Committee Reports</b>	
8i	<p><b>Teaching and Learning</b> – SI gave an overview of the meeting. The focus was the deep dives into the curriculum and the horizontal mapping that takes place across the school. The data that was in the Head's report was scrutinised. The EYFS curriculum was looked at in detail. The EYFS policy was discussed to ensure that it is inline with the EYFS curriculum. The ECT policy was discussed and agreed at the meeting.</p> <p>No questions were raised by the FGB.</p> <p><b>Resources</b> – MBI gave an overview of the meeting minutes to the GB. It was</p>	

8ii	<p>noted that there is currently 2 office staff vacancies and 2 teaching staff vacancies. The recruitment process is underway and governors will be kept up to date.</p> <p>The decarbonised heating system was discussed in depth – the decarbonised heat system plan will need to be put together.</p> <p>Corporate funding discussion has taken place and several ideas have been put forward – these have been put together in a document and will be considered over the coming months.</p> <p>The school hall floor is being relaid over the ½ term holiday period. The Head informed the governors that some of the costs were being met by the local authority. The Head explained loosely how the budget worked and that the bulk of the school budget is spent on staffing. It was the additional resources/extras that can be funded through things like the PTA and corporate sponsorship/funding.</p> <p>No questions were raised by the FGB.</p>	
9.	<b>Governor Business</b>	
9i	<p><b>Governor Training Update/Feedback</b> – nothing to report</p> <p><b>Governor Visits</b> – SI met with A Hall around the SEN data/requirements in the school.</p>	038 – SI to upload monitoring visit report onto Gov Hub
9iii	<p><b>Governor Misc</b> - The Head and MBI have put together a schedule for the review of the policies.</p> <p>List of teachers/subject leads/link governors to be updated.</p>	039 – Head to amend list
10.	<p><b>Policies</b></p> <p><b>Policies – MRPS specific policies</b> -</p> <p>MERR policy – (noted that this is not a statutory policy) to be shared to governors</p> <p>Learning Environment Strategy – duly ratified and adopted by the FGB</p> <p>Premises Management - duly ratified and adopted by the FGB</p> <p><b>Standard LA policies</b> –</p> <p>ECT Policy – duly ratified and adopted by the FGB</p> <p>EYFS Policy - duly ratified and adopted by the FGB</p> <p><i>Q./ A governor asked – what are you looking for when a governor is reviewing a policy?</i></p> <p><i>A./ MBI responded – it depends on your knowledge and skills set when it comes to reviewing documents. The main thing is that the</i></p>	040 MERR policy to be circulated to GB

	policies/documents are being reviewed and the governors are holding the school and Head to account.	
<b>11.</b>	<b>Any other business</b>  nil	
<b>12.</b>	The meeting closed at 8:05pm. <b>The next meeting will be on 25<sup>th</sup> March 2024.</b> Future meetings - 22 <sup>nd</sup> April 2024 (virtual) Budget ratification 20 <sup>th</sup> May 2024 8 <sup>th</sup> July 2024	

## ACTIONS

<b>FGB Actions from 16<sup>th</sup> October 2023</b>			
033	Resources Committee to discuss first aid incidents at each meeting. Next Committee Meeting	Resources	11 <sup>th</sup> March 2024
034	All governors to have access to the Intent, Implementation and Impact document (as shared in the personal development discussion).	Head	1 <sup>st</sup> March 2024
<b>FGB Actions from 5<sup>th</sup> February 2024</b>			
037	Resources Committee to discuss first aid incidents at each meeting. Next Committee Meeting	Resources	11 <sup>th</sup> March 2024
038	Monitoring visit on SEN and EHCP provision/requirements to be uploaded onto Governor Hub.	SI	29 <sup>th</sup> Feb 2024
039	Link governors and teachers listing to be updated	Head	1 <sup>st</sup> March 2024
040	MERR Policy to be made available to the GB via Governor Hub (for virtual approval)	Head	1 <sup>st</sup> March 2024