



MINUTES

FULL GOVERNING BODY MEETING

Tuesday 6th June, 5.30pm

Attending: John Mortimer (Acting HT), Brian Holme (Chair), Kate Nolan (Vice-Chair), Lindsay Tranter-Sharpe, Verity Goss (clerk)

School Vision: Treating everyone as valued learners and working in partnership with others to ensure success for all

	ITEM	COMMENTS AND INFORMATION NEEDED
Procedural items		
1	Welcome and apologies for absence Apologies received and accepted from James Crighton and Jess Haynes-Holme.	
2	Declarations of pecuniary/non-pecuniary interest and confidentiality None declared.	
3	Agree minutes of meetings on 25th April Minutes of 25 th April agreed as an accurate record of the meeting. Actions: Energy supplier – ongoing, SF had been talking to the company. Priority list of works – JM reported that SLT had been considering this, and would report back to the next meeting. Laptops – these had now been encrypted.	
Strategic issues		
4	Budget - Monitoring Report had been received – noted overspend recorded on one area. Business manager had not been able to attend this meeting – would be able to answer questions if e-mailed. Currently in credit budget for next five years if all goes according to plan – good position to be.	
5	School Development Plan	

BH reminded governors that it was important to know the progress of the School Development Plan. JM explained the colour coding system – green for items that were complete, orange for on track, red for not on track.

Little Wandle phonics was well embedded. Staff did still find some things they needed to get used to, but it was going well and showing some good results.

Curriculum – there continued to be tweaks made to this, for example staff had recently met to discuss the history curriculum and make some changes.

Monitoring of lessons – this was generally positive.

JM stated that there had been a lot of distractions this year – next year there should be less as the building work would be complete.

Behaviour and attitudes – the relational behaviour plan was on track, with staff meeting happening the next day. This was on track to start in September.

Parental engagement – this had been left on amber as it had not been possible to use the hall for coffee mornings as it had been previously – these would be brought back in this half term. Parents evenings were well attended, reading workshops had been well attended in Year One, but lower in Year Two. General parental engagement and conversations with staff was getting back to normal after Covid.

Extra curricular – this was much improved, with some teaching assistants also getting involved. *Was the after school club staying at Pilton Bluecoat?* JM stated that it would stay at Pilton Bluecoat until July, and then come back to Infants school. *Did this have an impact on the extra curricular clubs Pilton Infants could offer?* JM stated there was some impact, but things could be moved around.

Leadership and management – judged as complete.

Teaching quality had remained high, despite the challenges of the rooms. Visioning day – JM was aiming for the week of 26th June. JM explained the plan to involve the school community and parents.

Data predictions – JM stated they had previously talked about 75% of Year 2 children achieving expected standard – it was now expected to be slightly lower. *How was data affected by children with EAL who joined the school recently?* JM stated he had asked for two sets of data to include these children, and without these children for comparison. JM stated that there had been good progress made by the children. Data nationally was still affected by Covid.

Pupil Premium maths tutoring had taken place, which had been useful.

JM explained the opportunities staff and pupils had had in the last year.

Pre-school – progress on this had paused while working through the academisation process.

BH stated that the school development plan was a working documents, so would not be marked

as fully completed. Governors agreed it was a clear document showing good progress.

6 HT Report

All had received the report.

Attendance levels had varied. JM explained that letters were going out to parents when needed – there was a meeting with the Educational Welfare Officer next week.

Safeguarding – there was a reduced number of children on Child Protection and Child in Need. TEAM Business Manager had been in to check the Single Central Record.

Staffing – two full time teaching assistants had been appointed who were very good applicants. The third choice candidate had been offered an upcoming 1:1 vacancy. JM explained the classroom teachers from September. *Were staff happy with these arrangements?* JM confirmed that they were. *Why were some on lower hours than previously?* JM explained there were some teaching assistants who had wanted to reduce their hours, which had led to the appointment of new staff. One teaching assistant would be doing pastoral work three days a week – this was a positive move, and something that staff felt was needed. *Was the staff member qualified to do this?* JM confirmed that they were – they had previously been Thrive trained, and would undertake additional training. They would work with the SENDCO to do early support.

School lunches – JM had met with TEAM business manager who had gone back to the Pilton Bluecoat kitchen. Currently they had agreed that Thursday dinners would have pasta for the main accompaniment rather than potato. Were still some things to go back with/monitor – process continued. Idea in September was to have a taster session to encourage parents/encourage children to try new items.

Staff sickness – this was much better than last year. BH stated that when part of TEAM it would be easy to compare with the other schools to see how the levels compared.

Teacher retention rate – JM stated this was good, with one teacher leaving next term. It was unusual for a teacher to leave to go and teacher in another school.

Deep dives – JM would send the date for deep dives to governors and liaise with any changes needed.

School led tutoring – JM informed governors of the progress made by the children targeted. It was hoped that the tutoring could continue next term.

JM explained the planned trips for each year group. There was also a whole trust multiskills event taking place at Tarka Tennis.

Next year there was a full cohort of 60 children starting Reception, two had EHCPs. *What provision was being made for these children?* JM stated that staff had spoken to parents to discuss the plans for these children – there would need to be additional staff appointed to support these children. Setting chosen was parental choice – it was difficult for parents to make an informed choice given current availability of places in specialist settings. Staff had been to observe the children in their current setting.

7	<p>Update on TEAM Meeting with unions on Monday – staff TUPE meeting next week.</p> <p>BH wanted the appointment of director of education brought up in the meeting, and also any changes to safeguarding responsibilities.</p> <p>JM explained that they had heard from the RSC today that they would not be able to academise until 1st November due to the amount of current applications. There would then be the process to appoint the head of school.</p> <p>JM felt that the feeling of staff about academisation varied, but were overall more positive than at the start of the process. BH felt that different types of staff roles would have different thoughts on how much would change for them. The biggest hurdle was the historical Pilton Infants’ and Pilton Bluecoat relationship. JM stated that a box had been set up for staff who had questions that they were not confident to ask themselves in the meeting.</p>
Monitoring	
8	<p>Safeguarding Included in Head’s Report.</p>
9	<p>Policies/items to agree:</p> <ul style="list-style-type: none"> a) <u>Information Security</u> – laptops were now encrypted. LTS to find out about laptop security marking. Policy agreed. b) <u>Physical Contact</u> - Agreed c) <u>Children Missing Education</u> - Agreed d) <u>Complaints</u> – Agreed. e) <u>Managing Unreasonable Behaviour</u> – JM had corrected typing error ‘on an’/’of an’. f) <u>Staff Disciplinary</u> – governors felt should refer to the code of contact – agreed to place note on front page that it should be read in conjunction with the staff code of conduct. Agreed. g) <u>Volunteers in School</u> – Agreed.
Governing Body Management	
10	<p>Governor visits/monitoring and training Deep dives – dates to be confirmed. JM and BH attending Ofsted Outstanding Schools event 8th June. Staff TUPE consultation 15th June 3.45pm. KN had set a meeting date with SENDCO.</p>
11	<p>Meeting dates 2023-2024 Draft dates received – agreed with change of 25th June to 9th July.</p>
12	<p>Chair's Business None.</p>
13	<p>Next meeting: Tuesday 18th July, 2023</p>

Meeting ended 7.07pm.