

P R E S E N T:-

Mr G Uney (in the Chair)

Mr T Cook, Mrs G Clark, Mrs E Devine, Miss J Nagy, Miss S Norton, Mr G Sainty and Mr P Tansey.

Clerk to the Governing Board – Mrs S Trulio.

1419 **APOLOGIES**

Apologies for absence were received from Mrs L Devine and Mrs C Roberts.

1420 **CONSENT FOR ABSENCE**

RESOLVED: that consent be given to Mrs Devine and Mrs Roberts for their absence from this meeting.

1421 **CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS**

RESOLVED: that School Dog be raised under any other urgent business.

1422 **DECLARATION OF INTERESTS**

RESOLVED: that no declarations of interest were received on any item on the agenda.

1423 **MEMBERSHIP**

RESOLVED: a) that governors were asked to consult the membership details held on HERE for Schools and update their details if any changes were to be made;

b) that governors acknowledged that there was one vacancy on the governing board.

1424 **MINUTES**

RESOLVED: that the minutes of the meeting held on 9 November 2023 be confirmed and signed by the Chair.

1425 **MATTERS ARISING FROM THE MINUTES**

Minute 1390 – Matters Arising from the Minutes (Previously Minute 1359)

A governor asked whether there had been any progress with the wraparound care. It was advised that the school had carried out a survey with parents and there had been very little interest.

Minute 1392 – Committee Minutes

A governor questioned whether any more information had been received with regards to the flood alleviation. The Headteacher shared that Mr C Jennings, Principal Asset Officer (School Buildings), had been into school and had assured the Headteacher he would chase this up. It was noted that Yorkshire Water were currently investigating an issue within the village.

Minute 1406 – Governor/School Communications

It was highlighted that some governors were still having issues accessing Class Dojo and using the correct settings. Miss Nagy would go through the process with those governors individually.

Minute 1407 – School Logo

The Headteacher advised that she had shelved the school logo for now as there had been very little feedback and other priorities had taken precedence.

RESOLVED: that Miss Nagy would go through the Class Dojo process with individual governors.

1426

GOVERNOR ACTIONS

Minute 1391 – Governor Actions

The separate meeting regarding policies and the school website had not yet been held and would be arranged as soon as possible.

Minute 1393 – Report of the Headteacher

It was noted that some governors had completed visits and others had struggled to arrange a convenient time. It had been difficult as the spring 2024 term was a short term.

Minute 1406 – Governor/School Communication

The Chair and Mr Cook would meet to discuss the best use of Teams for the governing board.

RESOLVED: a) that the separate meeting regarding policies and the school website would be arranged as soon as possible;

b) that the Chair and Mr Cook would meet to discuss the best use of Teams for the governing board.

1427

COMMITTEE MINUTES

RESOLVED: that the minutes of the meeting of the Finance, Personnel and Strategic Committee held on 8 February 2024 be received.

1428

REPORT OF THE HEADTEACHER

The Report of the Headteacher was considered and governor questions were invited.

A governor noted that the number of Education, Health and Care Plans (EHCP) had increased to seven, with an additional four waiting to be sent, and asked how these were monitored and prioritised. It was explained that all applications were tracked and submitted one at a time. The ones which were for initial submission took priority over interim reviews. **A governor questioned what the turn around time was for an application.** It was advised that the school should receive a response within 20 weeks and if the assessment was refused, the school would be able to appeal the decision. It was highlighted that the school had been successful when they had previously appealed. The Headteacher and Mrs Clark were now on the panel for half a term which would give a good insight into what happened on the panel and how those decisions were made.

A governor requested an update on the progress of the Enhanced Resource Provision (ERP). The Headteacher confirmed that it had now all been agreed and that it was on track to be open in September 2024. The ERP had originally been for Social, Emotional and Mental Health (SEMH) needs however, it would now be for communication and social interaction. This was ultimately autism however, pupils would not need a diagnosis to access the ERP. This was a positive change as it was felt that staff had a good understanding of autism. The school would receive approximately £20,000 in capital funding to get the room up and running. This would be used for paint, new flooring, a changing facility and doors to access a secure outside area. Pupils would come in the main school gate but have their own entrance to the ERP. The plan was to build the ERP around the cohort. The school had already undertaken eight consults and refused three of them. For the remaining five, staff had visited the settings and met with the children. A total of three of those pupils would potentially start in September 2024 and all pupils were Early Years Foundation Stage (EYFS) age so it would be a young cohort. There would be eight places in the ERP however, the school were not looking to fill all eight places straight away as they would like to keep the cohort very similar in age. The Local Authority had been very supportive and told school they could say no. They had also provided £10,000 in startup funding. Mrs Clark would be leading in the ERP as Special Educational Needs and/or Disabilities Co-ordinator (SENDCo). The Local Authority had also asked seven schools to take part in a neurodiversity project and the school had been selected. This would come with some training which would be really beneficial. **A governor enquired how many schools in the Local Authority had an ERP.** The Headteacher advised that it was not a high number and that there was a need for the provision. **A governor questioned whether the number of places could ever increase.** This was confirmed. The school could also move up to two of their own pupils into the ERP if they had an EHCP at level M5. **A governor queried whether there was likely to be pressure on the school to accept pupils moving forward.** The Headteacher conceded that there could be however, it was hoped that this would not be the case as the Local Authority were willing to work with schools to ensure they had the best provision. **A governor challenged whether the school had enough staff for the ERP.** The Headteacher advised that they may need to recruit.

A governor enquired whether the school had a plan in place for maths as the data was below the national average. The Headteacher advised that the school had applied to be a part of the Maths Hub however, it would not be known if they had been successful until next term. This would start in September 2024 and would focus on Key Stage 1 (KS1) which was where the school felt there was the most need.

A governor questioned whether enthusiasm in reading was lacking in a specific area or across the school. It was confirmed as across the school. The Headteacher and Mrs Clark had attended a conference on reading for pleasure and found it really useful. A pupil survey had been completed and the overall response had been that pupils did not enjoy reading and only did it because they had to. The school had asked the Literacy Hub if they could be involved in a reading for pleasure project and this would be on next year's School Development Plan. **A governor enquired whether the school offered a wide and varied range of books.** The school did have a good selection however, teachers needed to understand more modern literature and not just keep going back to classic authors such as Roald Dahl. The school needed to consider what was relevant and interesting to children today. Keyingham Primary School were doing something similar and the school hoped to work with them collaboratively.

Governors were advised that Wellbeing Week had been a success and had concentrated on healthy minds and healthy bodies. Pupils had taken part in a variety of fitness activities including cricket and golf as well as mindfulness sessions including yoga. Golf had been particularly popular and the school were looking to book regular sessions of this for pupils.

A governor enquired whether there had been any changes to the Pupil Premium (PP) strategy. It was confirmed that it would remain the same.

A governor highlighted an item that had been in the news this week about allergies and asked what the school had in place. It was advised that all staff had first aid training and some had paediatric first aid training. The school currently had one pupil with a nut allergy and had sent out correspondence to remind parents that they were a nut free school. The pupil had an EpiPen and all staff were aware of the pupil and their allergy.

RESOLVED: that the Report of the Headteacher be received.

1429

SCHOOL DEVELOPMENT PLAN 2023/2024

A governor queried whether the Behaviour Policy had been updated as this had been a target for the autumn 2023 term. The Headteacher advised that it had not been updated as yet however, this would be revisited in the summer 2024 term to incorporate the ERP.

A governor challenged how the school ensured that they had a baseline and showed progression. The Headteacher advised that the school had changed how they were delivered. Teaching assistants (TA) were not in class anymore and were focussed on delivering interventions. This was reviewed termly and moved around as necessary. It was working well.

A governor noted that the Eco Team was a target on the plan and requested an update. It was confirmed that this would be revisited in the summer 2024 term once the weather had improved.

A governor requested an update on the assessment targets. The Headteacher advised that the school were using the Fischer Family Trust (FFT) for assessment and were not sure what more they could do. Mrs J Harrison, Local Authority School Improvement Adviser, had advised that the school should continue as they were as it was working. Teachers did assess regularly in class and this information fed into

the next lesson. The school were looking to redevelop the curriculum in the next academic year and assessment would likely be revisited as part of that.

A governor enquired about spelling and enquired what was in place for this.

The school planned to revisit this as it was not where it had been hoped to be. Generally, if Phonics had been done right then spelling would progress. Now that the Little Wandle scheme had been fully embedded the school should start to see some progress however, reading also had an impact and it was hoped that the work planned on this in the next year would help with this. Little Wandle had also released a new programme this year for Year 2 called “Bridge to Spelling”. This would need to be embedded though and it could therefore be a while before impact was seen.

RESOLVED: that the School Development Plan 2023/2024 be received.

1430

SAFEGUARDING REPORT

A governor requested context in regards to the race related incident recorded.

The Headteacher advised that it had been more of a misunderstanding and had all been resolved.

A governor queried what the incident had been which had required the involvement of the police. It was explained that the incident had involved a man attempting to give pupils 3D glasses at the school gate. It had been dealt with and the school had not seen the man since.

The Headteacher advised that she had completed filtering and monitoring with Smoothwall and received regular updates on searches completed. There had been none of any concern.

The school were in the process of updating categories on the Child Protection Online Management System (CPOMS) and had now purchased Staff Safe for the recording of staff concerns. The Single Central Record (SCR) was now more accessible for the Headteacher as a result of this.

RESOLVED: that the termly safeguarding update be received.

1431

TEACHERS PAY POLICY

RESOLVED: a) that the Teachers Pay Policy be approved and adopted;

b) that the Headteacher notify staff of the adoption of this policy.

1432

WORKPLACE DRUG AND ALCOHOL TESTING POLICY

RESOLVED: a) that the Workplace Drug and Alcohol Testing Policy be approved and adopted;

b) that the Headteacher notify staff of the adoption of this policy.

1433

SKILLS MATRIX

The outcome of the governor skills audit completed in the autumn 2023 term was presented. There were no significant gaps and there was an average score of three out of four. The Chair would send the matrix out to all governors as it included

specific training links. The Chair would also liaise with Mrs L Devine to create a training plan for governors.

- RESOLVED:
- a) that the governor skills matrix be received;
 - b) that the Chair would send the matrix out to all governors;
 - c) that the Chair would liaise with Mrs Devine in regards to developing a training plan for governors.

1434 GOVERNOR VISITS

It was felt that governor visits needed revising. Governors discussed the format that Inmans Primary School used whereby governors attended a Standards Day each term. It was agreed that there needed to be a way where governors could get in on a more regular basis.

RESOLVED: that no governor visit reports be received.

1435 GOVERNOR TRAINING AND DEVELOPMENT

RESOLVED: that all training details were available on the CPD website www.hereforschools.co.uk.

1436 SCHOOL DOG

The Headteacher advised that she had recently acquired a Cockerpoo puppy. He had been into school a few times but only really with staff which had helped wellbeing. He had also met a couple of pupils who were struggling to come to school and it had really helped. Governors were asked for their opinion on the puppy becoming a school dog. A number of schools had dogs and the Headteacher had researched other schools and what they had done. Parents would be able to give consent on whether or not they wanted their child to interact with the dog.

A governor asked how it would work. The Headteacher advised that there were no specific rules but that the dog would not be in school every day. The Dogs Trust would also come in and do some training with pupils which would be free of charge. The Headteacher shared that she had completed a risk assessment and that the public liability insurance would need to be updated. No significant risks had been identified. The Headteacher advised that she would aim to introduce the dog gradually and get everything in place as well as complete training with the dog. **A governor enquired whether the school would need a policy.** This was confirmed and it would be shared with parents along with the risk assessment and a consent form. Governors agreed to obtain parent opinion on this before making any decisions.

RESOLVED: that parent opinion on the school dog be collated.

1437 REVIEW OF ACTIONS

RESOLVED: that the Review of Actions be confirmed and circulated to governors following the meeting.

FUTURE MEETINGS

RESOLVED: that future meetings be held on the following dates:

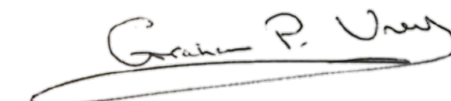
Finance, Personnel and Strategic Committee

Thursday 16 May 2024 at 5:00pm.

Full Governing Board

Thursday 13 June 2024 at 6.00pm.

NOTE: Mrs Clark and Miss Nagy left the meeting at this point.

A handwritten signature in black ink, appearing to read 'Graham P. Vane', written over a horizontal line.

Chair's Signature 13 June 2024.