

P R E S E N T:-

Revd D North (in the Chair)

Mrs S Daniels, Mrs A Day-Green, Mrs E Everitt, Mrs S Fellows, Mr N Jackson, Mr L Johnson, Mrs T Marrow, Mrs F Ritson-Walton, Mrs S Rix, Mr P Wilkinson and Mr R Wood.

Also in attendance – Mrs V White (New Governor).

Clerk to the Governing Board – Mrs S Trulio.

3288 **APOLOGIES**

No apologies for absence were received, the meeting was in full attendance.

3289 **CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS**

RESOLVED: that no items be raised under any other urgent business.

3290 **DECLARATION OF INTERESTS**

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

3291 **MEMBERSHIP**

The Chair advised governors that he would be stepping down from the board at the end of the academic year. Governors would therefore need to consider succession planning to ensure that effective leadership continued to remain in place.

Mrs Everitt's term of office as a Co-opted governor would end on 4 May 2024 and she confirmed that she wished to remain on the board, to which governors were in agreement. Mrs Everitt advised that she had planned to step down as Vice Chair however, she would be happy to remain in the role in order to support a new Chair moving forward.

Mrs Day-Green also advised that she would be stepping down as a Parent governor at the end of the academic year due to being unable to dedicate the time required to the role.

- 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 were three vacancies on the governing board;
 - c) that the re-appointment of Mr Johnson as a Staff governor for a four-year term be noted;



- d) that Mrs Everitt's term of office as a Co-opted governor would end on 4 May 2024;
- e) that Mrs Everitt would be re-appointed as a Co-opted governor at the end of her current term of office.

3292 **APPOINTMENT OF CO-OPTED GOVERNOR**

Mrs White introduced herself to the board and provided a summary of her professional role and background. Governors welcomed Mrs White to the board.

RESOLVED: that Mrs White be appointed as a Co-opted governor for a four-year term.

3293 **MINUTES**

RESOLVED: that the minutes of the meeting held on 13 November 2023 be confirmed and signed by the Chair.

3294 **MATTERS ARISING FROM THE MINUTES**

RESOLVED: that there were no matters arising from the minutes.

3295 **GOVERNOR ACTIONS**

Minute 3254 – Pecuniary and Business Interests

The Clerk advised that there were two outstanding Declarations of Pecuniary Interests and the link to the online form would be resent to those governors following the meeting.

RESOLVED: that the Clerk would resend the link for the Declaration of Pecuniary Interests.

3296 **COMMITTEE MINUTES**

RESOLVED: that the minutes of the meeting of the Resources Committee held on 29 January 2024 be received.

3297 **REPORT OF THE HEADTEACHER**

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

A governor questioned what was happening with the community curriculum linked to Helping Hands. The Headteacher advised that there was a curriculum that ran alongside the charity however, it had not been monitored in some time. The Social, Moral, Spiritual and Cultural (SMSC) lead had taken ownership of the curriculum and monitoring would be completed.

A governor enquired whether Maths no Problem was still fit for purpose. It was explained that it was designed to ensure that all pupils achieved by the end of the lesson. Maths progress scores were consistently above national average and therefore the programme was absolutely working. Staff had restructured lessons



slightly to make them more fluid and encourage as much progress as possible. The Maths team were working hard on this and would be bringing some coaching into the classroom. Monitoring would also be completed. **A governor challenged whether it was the teachers' job to create challenge for the lesson and not rely on Maths no Problem.** This was confirmed and staff were encouraged to do this however, the aim was for them to use Maths no Problem as a bank and build on this during the lessons. The Staff governor noted that the teacher's guide within Maths no Problem was a useful resource.

A governor asked whether Senior Leadership Team (SLT) monitoring had restarted following the disruption from the rain damage. This was confirmed. **A governor queried whether there had been any progress with the repair work.** The school had been advised that it would be a two-year project with the Year 2 and Year 6 classrooms being repaired this summer and Year 5 and Early Years Foundation Stage (EYFS) the following summer. The Headteacher had asked for a mobile classroom in the interim however, this had been denied. **A governor questioned why the work could not be completed at the same time.** It was explained that there were different layers to the work with some areas being worse than others which would require more extensive repairs.

A governor enquired whether Parent Voice had been concluded. This was confirmed and overall, there had been a very positive response. The bullying question always caused controversy and would be re-worded. The Headteacher would bring the results of the Parent Voice to the next Resources Committee.

A governor queried whether there had been any update on potentially extending the iPod. It was advised that there had not as the Local Authority did not have the funding available. They were offering Enhanced Resource Provisions (ERPs) to schools which had existing spaces as they could not afford to build new spaces. The Headteacher advised that at least two new pupils within catchment would be joining the iPod in September 2024.

A governor enquired how things were going working with the NHS Mental Health team. The Headteacher shared that it had been hit and miss however, some work had been done with individual families and it was good to have another layer beyond what the school could provide in terms of support. The Childrens Centre also offered support however, the advice they provided could often contradict what happened in school. **A governor asked what behaviour was like overall.** The Headteacher confirmed that it was good however, the school were now starting to see the residual effects of Covid-19.

A governor questioned whether there was anything more that could be done to educate parents on online safety. The Headteacher shared that she felt frustrated as any advice given to parents seemed to fall on deaf ears and school staff seemed to spend an inordinate amount of time on issues that happened outside of school such as the national WhatsApp issue. Mrs White mentioned #wakeupwednesday and Project Evolve which she used at her school and offered to share this information with the school.

A governor enquired whether Community Meals were happening again. This was confirmed however, they were offered in school once a month and the school were no longer making deliveries. Some volunteers were going to be working in the office and it was hoped that the school may be able to give them a charity lead to continue to grow this.



A governor noted that Arbor had reduced workload and saved time and queried whether this was just for admin staff or for all staff. The Headteacher advised that it was mainly office staff and SLT. Parents evenings had been organised much easier and things to be booked by parents such as breakfast and afterschool club could not be done unless they had a reserve balance. It was however noted that lunches could not be done the same way and that there were a few parents who were consistently in debt with lunches. The Headteacher shared that she had drafted a new Debt Policy and would bring this to governors once ready.

A governor queried the challenge on Year 2 pupils accessing TT Rockstars in Blue Pod. It was explained that there had been some disruption to the internet following the introduction of the new filtering and monitoring system however, this had now been resolved.

A governor questioned whether clubs were not being accessed as parents were receiving emails notifying them of available places. It was advised that they were being accessed however, staff were efficient in ensuring that any available places were advertised and filled quickly.

RESOLVED: a) that the Report of the Headteacher be received;

b) that the results of the Parent Voice would be brought to the next Resources Committee.

3298 **SCHOOL DEVELOPMENT PLAN 2023/2024**

The format of the School Development Plan had changed and it now did not lend itself to RAG (red, amber, green) rating as easily however, all targets were underway and ongoing. The updated plan would be sent out to governors following the meeting.

RESOLVED: a) that the School Development Plan 2023/2024 update be received;

b) that the updated School Development Plan would be shared with governors following the meeting.

3299 **SAFEGUARDING REPORT**

There had been an increase in Child in Need (CiN) plans and they were coming from self-referrals. There were no pupils on a Child Protection (CP) plan however, there were several pupils that the school were actively monitoring. There had been three Team Around the Family (TAF) meetings this week which linked in with the Childrens Centre becoming more involved with families at early help level. The school supported as necessary however, there was not much more that the school could do that it was not already being done for those families.

Filtering and monitoring was fully in place and there were ongoing issues with sites being accessed. Staff were not to use school Wi-fi on personal devices. All sites were logged and Mr Wilkinson was informed as the filtering and monitoring link governor. A summary of this had been shared with governors as part of the agenda. E-safety was now an even higher priority with specific correspondence with targeted year groups.



There had recently been a major safeguarding incident which the police had been involved with. This had been discussed as part of the termly safeguarding update and the Headteacher had met with Mrs Everitt as safeguarding link governor regarding this. A review had also been completed and actions implemented following a pupil from the iPod escaping from a taxi. There had been some incidents of restraint but that had reduced from two pupils to one. There had been no issues of Prevent.

Safeguarding training was up to date.

- RESOLVED: a) that the termly safeguarding update be received;
- b) that the Filtering and Monitoring summary be received.

3300 **MOBILE PHONE AND SMART WATCH UPDATE**

A governor requested an update on the challenge about the Smart Watch. The Headteacher advised that the parent had not contested having it locked in the box and that the policy had now been sent out to parents.

The Department for Education (DfE) guidance on mobile phones in schools had been shared with governors as part of the agenda. Governors agreed that if schools were to be able to enforce anything then the guidance should be made statutory.

- RESOLVED: a) that the mobile phone and smart watch update be received;
- b) that the DfE Guidance on Mobile Phones in Schools be received.

3301 **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.

3302 **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.

3303 **SCHOOL POLICIES**

- RESOLVED: a) that the following school policies were approved and adopted:
- i. Equality Policy;
 - ii. Internet Acceptable Use Policy;
 - iii. Photograph and Filming Policy;
 - iv. Privacy Notice (Staff).
- b) that the Headteacher notify staff of the adoption of these policies.



3304 **SKILLS MATRIX**

The outcome of the governor skills audit completed in the autumn 2023 term was presented.

RESOLVED: that the governor skills matrix be received.

3305 **GOVERNOR VISITS**

The following governor visits had taken place:

- a) Mrs Rix (Educational Visits) – 16 October 2023;
- b) Mrs Rix (Church Visit) – 7 November 2023;
- c) Mrs Daniels (Blue Pod) – 28 November 2023.

RESOLVED: that the governor visit reports be received.

3306 **GOVERNOR TRAINING AND DEVELOPMENT**

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

3307 **WELLBEING**

Wellbeing remained good overall. Mrs Daniels planned to meet with the Wellbeing Champions this week and was looking to implement a wellbeing drop in during the next Standards Day on 11 March 2024. The Wellbeing Champions had noted they had been approached by staff recently and that the biggest wellbeing issue at the moment was generally to do with life outside of work. Having the suggestion box had cleared out a lot of residual issues but generally, the school was extremely supportive.

RESOLVED: that the Wellbeing update be received.

3308 **REVIEW OF ACTIONS**

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

3309 **FUTURE MEETINGS**

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

Resources Committee

Monday 20 May 2024 at 6.00pm.

Full Governing Board

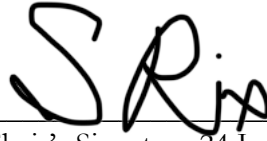
Monday 24 June 2024 at 6.00pm.



Standards Days

Monday 11 March 2024;
Monday 15 July 2024.

NOTE: Mrs Day-Green left the meeting at this point.



Chair's Signature 24 June 2024.