

P R E S E N T:-

Mrs V White (in the Chair)

Mrs S Daniels, Mrs S Fellows, Mr L Johnson, Mrs S Rix, Mrs F Ritson-Walton, Mr P Wilkinson and Mr R Wood.

Clerk to the Governing Board – Ms S Trulio.

3402 APOLOGIES

Apologies for absence were received from Mrs E Everitt and Mr N Jackson.

No apology for absence was received from Mrs C Turnbull.

3403 CONSENT FOR ABSENCE

RESOLVED: a) that consent be given to Mrs Everitt and Mr Jackson for their absence from this meeting;

b) that consent not be given to Mrs Turnbull for her absence from this meeting.

3404 CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS

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

3405 DECLARATION OF INTERESTS

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

3406 INSTRUMENT OF GOVERNMENT

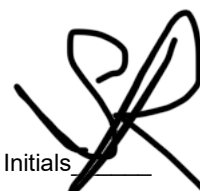
The governing board had requested a change to the Instrument of Government from the following:

- 1 x Headteacher governor;
- 5 x Parent governors;
- 1 x Local Authority governor;
- 1 x Staff governor;
- 7 x Co-opted governors.

The total number of governors was 15.

The board had agreed to reduce the number of Parent and Co-opted governors in order to reduce the number of vacancies. All governors had been provided with a copy of the proposed Instrument of Government as part of the agenda which included:

- 1 x Headteacher governor;
- 3 x Parent governors;
- 1 x Local Authority governor;
- 1 x Staff governor;



6 x Co-opted governors;

The total number of governors would now be 12.

RESOLVED: that the amended Instrument of Government was approved and adopted.

3407 **MEMBERSHIP**

The Clerk circulated the membership details held as part of the meeting and governors were asked to confirm as accurate. Any changes advised would be updated by the Clerk and governors were reminded that any additional changes could be made via HERE for Schools.

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

b) that the Clerk update any changes to governor membership details;

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

3408 **MINUTES**

RESOLVED: that the minutes of the meeting held on 25 November 2024 be confirmed and signed by the Chair.

3409 **MATTERS ARISING FROM THE MINUTES**

A governor requested a short update on what was happening with the academisation process. The Headteacher advised that it was now no longer going ahead as planned. The school had however since been approached by two other Trusts.

3410 **GOVERNOR ACTIONS**

Minute 3362 – Annual Declaration of Pecuniary and Business Interests

Mrs Everitt, Mr Jackson and Mr Wood were still to complete their annual declaration of pecuniary interests.

Minute 3366 – Election of Governors with Special Responsibilities

Governors discussed that the most recent Standards Day had been changed. The Chair asked whether the Headteacher had preferred this new format. The Headteacher advised that it was the same governors who came in for each Standards Day. It was appreciated that governors worked and that this was a volunteer role however, there needed to be a way that those governors who were unable to make it in during the day could still be brought up to speed on standards. It was agreed that governors would discuss the suggestion of bringing back a Standards Committee meeting in an evening. This discussion would take place outside of the meeting via email which would be initiated by the Chair. A further discussion would be held at the next meeting.



Minute 3385 – Keeping Children Safe in Education 2024

The Headteacher advised that not all governors had emailed to confirm that they had read this. There were also some governors with outstanding training. This would be chased up.

Minute 3387 – Governor Skills Audit

The skills audits were still outstanding and would be chased up by the Clerk prior to the next meeting of the full governing board.

- RESOLVED:
- a) that Mrs Everitt, Mr Jackson and Mr Wood would complete their annual declaration of pecuniary interests;
 - b) that a discussion would be held via email regarding the format of the Standards Day;
 - c) that the Headteacher would chase up any outstanding confirmations from governors regarding KCSiE 2024 as well as any outstanding training;
 - d) that the Clerk would chase up the outstanding skills audits.

3411 COMMITTEE MINUTES

RESOLVED: that the minutes of the meeting of the Resources Committee held on 3 February 2025 be received.

3412 REPORT OF THE HEADTEACHER

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

A governor enquired how extensive the repairs required to the boys toilets in Green Pod were. The Headteacher advised that these repairs had been completed however, it was likely that the school would be down another set of toilets at some point as a result of the ongoing building works. The school only just had enough toilets as it was so there would need to be some logistical adjustments to ensure that all pupils had access to toilets during the works. **A governor asked whether the contractors would provide portaloos.** It had been considered at one point as some toilets had been blocked but they had not been needed in the end. It was a question that could be asked however, this could raise another set of logistical issues with pupils needing to exit the building to use the toilet facilities.

A governor queried the teaching assistant (TA) interventions in Ochre Pod and how these were being managed with staff absence. The Headteacher shared that the school were looking into the effectiveness of the interventions and would feed back to governors once more information was available. A governor questioned whether these were Special Educational Needs and/or Disabilities (SEND) interventions or catch up interventions. It was confirmed that they were a mixture of both. It was suggested that this be something that was followed up by the SEND link governor.

Mr Johnson additionally provided a brief explanation of the monitoring that had been done with TAs across the school in order to support them in delivering required interventions.

A governor enquired about the persistent non-readers and how many there were now. The Headteacher advised that it was a small number but it varied week

on week and was regularly monitored. At the moment, it did not look like there was a long term solution for this.

A governor noted that under the accidents and injuries section of the report it noted that a staff member had been deliberately struck and asked what had happened. The Headteacher explained that a pupil had struck a member of staff in a moment of dysregulation, it was something that did happen occasionally but the member of staff in question was fine and the incident had been followed up appropriately by the school.

A governor requested a brief overview of the Extended Senior Leadership Team (SLT) and what this entailed. The Headteacher explained that the school were fortunate to have many members of experienced staff, a number of whom had been at the school for a long time. The Extended SLT was a way of utilising the skill sets of those members of staff to manage delegation effectively and to review the curriculum development with a specific focus on Maths and English. The Headteacher added that there was however a balance to this when ensuring that not too much was being asked of staff over and above their normal responsibilities.

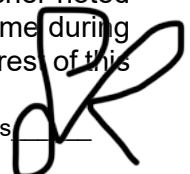
A governor remarked that a drop in usage of TT Rockstars had been noted and queried whether this was still something that was encouraged across all year groups. It was advised that there was still the expectation that this was done however, there were timetabling issues to consider to ensure that all subject areas were adequately covered. TT Rockstars was a specific focus in Year 4 due to the end of year multiplication test however, in other year groups such as Years 5 and 6 there were additional areas to cover such as mastering number.

A governor asked about high quality interventions and what they involved. It was explained that these were delivered by class teachers who had undergone the training to deliver them. They were monitored and had been quality assured.

A governor enquired about home reading and whether an online platform had been considered to try and encourage pupils' engagement outside of school. This was something that had been considered as there had been online platforms in place during the Covid-19 pandemic however, an online platform would come with an additional cost and the school had already invested significantly in upgrading the books to ensure that high quality texts were available for all pupils. Mr Johnson noted that it would be interesting to see how many non-readers other schools in the area had comparably. The Headteacher highlighted that the schools main focuses were writing and bringing the current Year 3 cohort up to expected standard by the end of the year so if anything, Ofsted were likely to follow a writing line of enquiry on their next visit. There had been an external writing moderation on 21 January 2025 and overall, they had been pleased with what they had seen. Mr Johnson suggested that the "Wow" moments for writing be reviewed and the Headteacher agreed to follow this up.

A governor queried those pupils having interventions consistently during assembly time and whether what they were missing out on in assembly in terms of wellbeing was made up for in other areas such as during class time. It was advised that it was to an extent and programs such as Jigsaw covered a lot on wellbeing however, there were only short windows of time to complete these much needed interventions and assembly was one of those times.

A governor asked for an update on the building work. It was confirmed that it would start the following week and run until December 2025 however, this was only phase two of the works. There would now be a phase three as the contractors would be unable to fit the kitchen and the bistro into phase two. The Headteacher noted that she had been prepared to request an Ofsted deferral if they had come during the works to Year 4 however, as phase two was scheduled to run for the rest of this



calendar year, Ofsted would not allow a deferral for that length of time. Therefore, if the school were to receive the call this term, the inspection would go ahead.

Parent Questionnaire Feedback

The feedback from the recent parent questionnaire had been shared as part of the agenda for the meeting. **A governor asked how many responses had been received.** The Headteacher was unsure of the exact number but would confirm this once identified.

The Headteacher noted that there had been an option for anyone who had concerns to leave their contact details on the questionnaire. Any parents with negative responses had been followed up with a satisfactory outcome.

RESOLVED: a) that the Report of the Headteacher be received;
b) that the monitoring of the interventions in Ochre Pod be followed up by the SEND link governor;
c) that the "Wow" moments for writing be reviewed;
d) that the Parent Questionnaire feedback be received.

3413 **SCHOOL DEVELOPMENT PLAN 2024/2025**

A governor enquired about the outdoor Science, Technology, Engineering and Maths (STEM) work and how that was progressing. It was advised that Year 5 had started and that Year 1 had also requested to do it as they had come to the end of their topic. The issue was that when the scaffolding went up the following week, it would restrict the Year 1 outdoor area. This meant that they would need to use the Early Years Foundation Stage (EYFS) outdoor area.

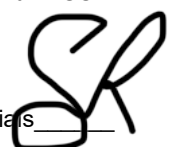
The Chair asked whether there was anything that governors needed to do in order to consider the governing board's objectives regarding the school's development and their own development as part of leadership and management. The Headteacher advised that there had been a question about membership and the Authority governor vacancy which required an answer and would be confirmed. Governors also needed to consolidate what they wanted to do about Standards Days.

RESOLVED: that the School Development Plan 2024/2025 be received.

3414 **SAFEGUARDING REPORT**

A governor asked for an update on the issues with the front door. The Headteacher advised that things were not moving fast enough with this and that it needed to be actioned. The issue with the key fobs was being addressed as a new system had been purchased and this would be updated. There had also been an issue with the unlocking of the front door from the office which had yet to be rectified. An entire new front door had been considered and quotes had been sought however, there were some significant differences between them so this needed to be investigated further. The quotes for the door would be shared with governors following the meeting.

A governor enquired about Smoothwall and how this was working. It was noted that the number of alerts for pupils had reduced however, for staff they had increased. It was highlighted that it was adverts and pop ups that generally triggered the alerts.



- RESOLVED: a) that the termly safeguarding update be received;
- b) that the quotes for the front door be shared with governors after the meeting.

3415 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.

3416 SCHOOL POLICIES

SEND Policy

It was noted that the SEND link governors noted in the policy needed to be changed. This was agreed. Mr Johnson advised that some new rationales were in place and queried whether governors would prefer this to be added as an appendix. Governors agreed that this should remain a separate document because if they were added to the policy then every time the rationales were updated then the policy would need to be updated too.

- RESOLVED: a) that the following school policies were approved and adopted subject to the agreed amendments:
- i. Freedom of Information Policy;
 - ii. Relationships and Sex Education Policy;
 - iii. SEND Policy.
- b) that the Headteacher notify staff of the adoption of these policies.

3417 SCHOOL WEBSITE COMPLIANCE

Mrs Ritson-Walton had recently completed a website compliance check and governors offered their thanks to Mrs Ritson-Walton for taking on this role.

RESOLVED: that a website compliance check had been completed.

3418 GOVERNOR SKILLS MATRIX

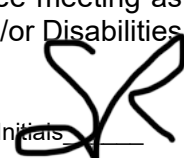
RESOLVED: that the outcome of the governors skills audit be deferred to the summer 2025 term meeting of the full governing board.

3419 GOVERNOR VISITS

The following governor visits had taken place:

- a) Mrs Daniels (SEND) – 10 December 2024;
- b) Mr Wilkinson (Safeguarding) – 13 December 2024;
- c) Mrs Rix (Computing) – 17 December 2024;
- d) Mrs Daniels (Wellbeing) – 27 January 2025;
- e) Mrs Daniels (Leadership and Management) – 27 January 2025.

Mrs Daniels advised that there were a few outstanding actions from the recent SEND governor visit and highlighted what they were. Information on funding and benchmarking would be presented at the next Resources Committee meeting as requested. It was suggested that the Special Educational Needs and/or Disabilities



Coordinator (SENDCo) be invited to a future meeting of the Resources Committee to give a presentation. This was agreed

- RESOLVED:
- a) that the governor visit reports be received;
 - b) that information on funding and benchmarking for SEND be presented at the next meeting of the Resources Committee;
 - c) that the SENDCo be invited to a future meeting of the Resources Committee to present to governors.

3420 **GOVERNOR TRAINING AND DEVELOPMENT**

RESOLVED: that all training details were available on the CPD websites.

3421 **REVIEW OF ACTIONS**

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

3422 **FUTURE MEETINGS**

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

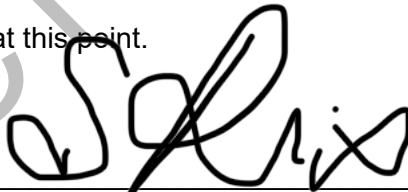
Resources Committee

Monday 19 May 2025 at 6.00pm.

Full Governing Board

Monday 23 June 2025 at 6.00pm.

NOTE: Mr Johnson left the meeting at this point.



Chair's Signature – 23 June 2025.