

FGB Meeting 15 November 2023

Part One - Minutes

Present:

Victoria Abbott (VA)	Adam Boshoff (ACB)
Amy Betterton (AB)	Kyra Mumford (KM)
Nigel Freeman (NF)	Tim Hingston (TH)
Lucy Smith (LS)	Mary McAllen (MM)
Tom Crees (TC)	Aaron Twaits (AaT)

In attendance:

Pam Langridge (Clerk)
Carolynne Ballard (Burser)

Welcome & Apologies

Chair welcomed a full board to the meeting, no apologies to consider.
AB & AaT declared business interests.

Constitution

2 current vacancies.

Parent vacancy – letters have gone out.

Co-opt vacancy – TC partner has expressed an interest and is to be invited to join next meeting as an observer.

[ACB to reply to emails from other candidates expressing interest.](#)

Approval of Minutes

Approved

Governor Actions

[HT to circulate data for SDP – outstanding](#)

[ACB & KM to draft Annual Work Planner – outstanding](#)

Office to send letter re parent vacancy – actioned

Governors to complete safeguarding training – actioned

Attendance data to be included in HT report – actioned

[Update school safeguarding policy – work in progress](#)

[NF to identify which policies require updating – work in progress](#)

VA & AB to send letter re swimming - actioned

GLP / Academisation

ACB attended GLP board meeting and was asked to step in to chair the meeting due to absences.

There has been significant progress in joining the LPT. The land issue still needs to be resolved and sits between DoFE and SCC for a decision. In the meantime governors were encouraged to read the LPT bulletin and attend meetings / training courses provided by them.

Safeguarding

Governors thanked HT for including attendance and behaviour data in report. Governors confirmed they had completed the online safeguarding training and have submitted certificates to clerk for record keeping.

KCSIE

Governors confirmed they had all read the new publication.

Well Being

Governors congratulated the school on completing works to provide staff with a new well being space.

Governors congratulated VA on completing her qualification. Governors were advised this will help implement a base line mental health assessment and screening program and a tiered mental health pathway. The benefits of this will be a more standardised approach with data to help identify trends / patterns and threads and a consistent approach to pupil mental health.

Governors were advised of a possible partnership with Jo Fulturer who is piloting a new scheme with ICON.

Governors encourage HT to reflect on own well being to be able to continue to support staff.

Governors were encouraged to note LPT are recruiting for two well being roles, offer staff an additional well being inset day and staff conference.

Policies

Behaviour in schools – date change only – ratified
Charging and Remissions – date change only – ratified
Data Protection – policy references training for governors. CB to identify provider
ECT – new policy circulated to governors for information
Governors allowance – date change only – ratified
Premises Management – please add link to Emergency Plan and details on key holders
Reading & Phonics – new policy circulated to governors for information
Sex & Relationship – date change only – ratified
Special Education Needs – remove highlighted sections. Add 'drafted by'
Staff code of conduct – date change only – ratified
Supporting pupils with medical conditions – include reference to staff training
First Aid in Schools – VA to circulate

Safeguarding policy – still a work in progress, awaiting links, to be circulated when completed.

[Governors requested all policies include page numbers.](#)

Governors agreed strategic leads should review policies for renewal pertinent to their role and responsibilities.



Head Teacher Update

Governors noted a drop in attendance. [VA to share target after meeting next week.](#)

[Pay Report to be shared with Pay Committee.](#)

Governors asked if data around incidents could be termly and cumulative in future reports.

Governors noted cost of agency staff.

Governors agreed with principle of improving security of school front door in line with safeguarding and raised concerns over costs and importance of connecting with the fire alarm system to ensure door locks released in an emergency.

Governors asked how Bees class were getting on with high level of EHCP cases and were advised the class is calm and settled due to the high performance of the team.

HT shared presentation about plan for the allotment. Governors welcomed PTA focus and input and were advised of two potential avenues of funding.

Confidential Items

None

Future Meeting Dates

6 December

17 January

21 February

13 March – finance only

24 April

10 July