

SEA MILLS PRIMARY SCHOOL GOVERNING BODY

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Please forward any matters relating to the forthcoming meeting to: **THE CLERK TO THE GOVERNORS – Jayne Roberts**

FULL GOVERNING BODY MEETING Held in school on Wednesday 7th December 2022 at 6.00pm **MINUTES**

PRESENT:

The meeting was noted to be quorate

Sian Randall (HT) John Vasey, Kath Goodgame, Jennifer Winfield, Michael Powell, Teresa Lloyd, Claire Galea and Michelle Taylor

ITEM	MINUTE	ACTION
	<p>For Declaration</p> <ul style="list-style-type: none">• Welcome and apologies for absence. <p>Apologies received from Nikki Phillips</p> <p>JW welcomed everyone to the meeting.</p> <p>Attendance/Business & Pecuniary Interests Register</p> <p>Governors were reminded of their responsibility to declare interests. Governors were also reminded to confirm that nothing had occurred since the last meeting that would impact negatively on a Disclosure & Barring Service (DBS) check. <i>Register signed by all governors.</i></p> <p>For Approval</p> <ul style="list-style-type: none">• Minutes of previous FGB: <p>Action – AK to update persistent absence figures and to be tracked on a regular basis – ALL UPDATED</p> <p>The minutes were approved as a correct record by governors.</p> <p>Carried forward matters/matters arising:</p> <ul style="list-style-type: none">• Recommendations from committees that require full Governor Body:• Budget running at a deficit- staff pay rise has had an impact on the budget.• Transferring capital budget into revenue is not an option• Other schools in a similar situation. <p>Instrument of Governance and Governing Body membership update:</p> <ul style="list-style-type: none">• Michael Powell stepping down end of December• Possibility of a new governor re John Vasey• Possibility of another parent governor – MT or CG to transfer to co-opted governor if a new parent governor joins the governing board	

	<ul style="list-style-type: none"> • KG has links High Grove and will as about the possibility of recruiting new governors • No LA governor at present <p>Action – JR to look at responsibilities of governors re: History and Geography</p>	
	<p>For Discussion</p> <ul style="list-style-type: none"> • <u>Head teachers report</u> <p>SR spoke about the report in detail:</p> <p>Pupil movement:</p> <p>During this school year so far we have had the following pupil movement:</p> <ul style="list-style-type: none"> • In – 7 • Out – 4 – family moving back to Kenya <p>The percentage of pupils eligible for pupil premium is 40.3% (100 pupils). This is well above the national average. This is a rise of approximately 7% on this time last year.</p> <p>Staffing:</p> <ul style="list-style-type: none"> • x1 member of staff NJ (teacher) leaving at the end of December • x1 teacher joining Jan 2023 • x1 member of staff leaving in the children centre • x1 member of staff JH (LSA) leaving at the end of December • x1 LSA starting 12th December for a hand over with JH <p>Nick Johnson will have a handover with Robert Prior week commencing 12th December. Roberts' induction nearly complete.</p> <p>Attendance:</p> <p>Attendance is a key area for improvement particularly to reduce the number of children that are persistently absent (PA). This has been a stubborn problem to solve and persistent absence this term (up to 17/10/22) is 26.7% which is significantly above national rates.</p> <ul style="list-style-type: none"> • Pupil Premium eligibility has gone up • Still a focus on the bottom 20% <p>Action – SR to add Staff absences to Heads Report</p> <ul style="list-style-type: none"> • .SR Action Plan: <p>SR spoke about her Action Plan in detail. She explained that it was an informal action plan that outlined information from meetings that she had had with staff about her absences and actions that have already been put into place and future actions.</p> <p>Action – JV to talk to NP about meeting with staff.</p> <p>Action – Action Plan and Wellbeing Plan to be discussed at next meeting.</p> <ul style="list-style-type: none"> • School Improvement Plan: <p>SR spoke about the report in detail. The School Improvement Plan includes a summary of the school context and is a working document. The document includes 4 objectives which are:</p>	

	<p>Objective 1 - To close gaps in R, W and M especially for disadvantaged children to ensure no one is left behind (post pandemic)</p> <p>Objective 2 – To embed reading approaches across the school to ensure children are able to access the full curriculum</p> <p>Objective 3 - To develop the ‘Sea Mills Super Skills’ curriculum to help foster resilient learners and to uphold our intent</p> <p>Objective 4 – Subject Champions take responsibility and leadership of supporting teaching staff so they are able to develop Curious City enquires ensuring they are child led, represent diversity and are localized.</p> <ul style="list-style-type: none"> • Ofsted Parents Views: <p>The survey has been completed with parents. We received 28 responses with results uploaded on Governor Hub.</p>	
	<p>For Noting</p> <ul style="list-style-type: none"> • Correspondence: There were no correspondence to consider • Useful Docs for Ofsted prep: On Gov Hub for all governors to have a look at. • Directors Briefing: none • Check signing of annual declaration of governors: Pinned in governor Hub (all governors have now signed it) • Feedback from Governor Visits including Named/Link Governor reports: The Governor Visit template has been uploaded to Governor Hub. Clair met with Nick (maths lead) for a maths link visit. (report to follow. • Feedback from training and training suggestions: Kathy completed the safeguarding training on The Key. This can be accessed in own time. All governors are expected to do their training by the next FGB. There is safeguarding training at school on 3rd January, which governors are welcome to attend. Michelle attended training on mental health in schools. Some resources have been put in the training folder on Governor Hub. <p>Teresa Lloyd attended an SEN network event.</p> <ul style="list-style-type: none"> • Partnership working and Ofsted, Local Authority (LA) and Department for Education (DfE) updates - None • Significant dates including future meetings - as listed below. • AOB: <p>Meeting ended at 8.30pm</p>	

Minutes approved by the Governing Body

Significant dates for 2022/2023

Resources Committee Meetings 2021/22

Term 3 – Wednesday 25th Jan 2023

Term 4 – Wednesday 15th Mar 2023

Term 5 – Monday 3rd Apr 2023

Term 6 – Wednesday 5th July 2023

Standards Committee Meetings 2021/22

Term 3 – Wednesday 18th Jan 2023

Term 4 – Wednesday 8th Mar 2023

Term 5 – Wednesday 26th Apr 2023

Term 6 – Wednesday 28th June 2023

Full Governing Body Meeting Dates 2021/22

Term 3 – Wednesday 8th Feb 2023 (Full Governors Day)

Term 4 – Wednesday 29th Mar 2023

Term 5 – Wednesday 17th May 2023

Term 6 – Wednesday 19th July 2023