

Please forward any matters relating to the Minutes below to:
THE CLERK TO THE GOVERNORS

Stoke Bishop Church of England Primary School
FULL GOVERNING BODY MEETING – TERM 3
Held on Monday 22nd January 2024 at 4.30pm at school

Minutes

PRESENT:

FOUNDATION

Rachel Powlesland (RP)
Sue Rees (SR)

MEMBERS

Cynthia Treharne (CT)
Joshua Denton (JD)
Paul Wake (PW)
Charlie Gunter (CG)

PARENT GOVERNORS

Helen Rowe (HR)
Sophie Summers (SS) Chair
James Wiggins (JW)
Michael Barnes (MB)
Emily Fletcher (EF)
Dave Tilley (DT)

STAFF

David Forrester (DF) Head Teacher
Darren Hunt (DH) Deputy Head
Ann Smith (AS) Business School
Manager

GUEST: Vicky Melton (VM) PSHE Lead

Clerk to Governors

Sara Bartlett (SB)

APOLOGIES:

Bridget Davies (BD)
Jema Ball (JB)

ITEM	MINUTE	ACTION
282	<p>Welcome</p> <p>282.1 Welcome, Apologies for Absence and Opening Prayer</p> <p>Apologies received from BD and JB. Apologies were accepted by the Governing Board (GB).</p> <p>DF led the opening prayer.</p> <p>282.2 Declaration of Pecuniary Interests</p> <p>The Declaration of Pecuniary Interests was updated via Governor Hub. Nothing was noted.</p>	
283	<p>Minutes from the last meeting (4.12.23)</p> <p>283.1 Approval of Minutes</p> <p>Minutes were approved and will be available on the school website.</p> <p>283.2 Matters Arising & Review of Action Points from last meeting (4.12.2023)</p> <p>There was one slight amendment to the last minutes. Item 275.4 NW24 EDI Session and Future Plans – CT advised that she had said she was ‘planning to be in touch with other EDI Leads’ rather than that she had already been in touch with them.</p> <p>All other items had been completed or would be covered under the agenda for this meeting.</p>	SB
284	<p>Safeguarding</p> <p>The National Safer Internet Day is taking place on Tuesday 6 February 2024. This is a day celebrated in more than 150 countries on the safe and responsible use of the internet. This year, the theme is ‘Inspiring Change & Together for a Better Internet’. The aim is to help ensure that the internet is a place of opportunities for children and young people where they can create, engage, and share safely, positively and freely.</p>	

	<p>This offers a framework to everyone and is a great way of connecting with parents. It demonstrates the right way of how to approach I.T. and what we need to think about in terms of the world of digital learning.</p> <p>Social media can sometimes show troubling ways in which people engage, especially in terms of reputations and relationships. This is indicative of the kind of issues we face and how quickly things can escalate out of control. The more we can get children to understand, the more responsible they will become in the digital world.</p> <p>We know all too well that children do not always tell their parents what is going on. One of our aims is to develop a dialogue between parents and their children to demonstrate how we are all in this together.</p> <p>Key Stage 2 parents will be invited to attend the Operation Topaz Workshop which covers discussions on all devices children are able to access, e.g. phones, pc's, ipads etc. The Workshop offers really up to date and valuable knowledge. The more skills we can offer to parents, then the safer their children are going to be. We are very conscious of what children can access during school time through filtering and monitoring, but what they access beyond school is a whole other world. We want parents to feel supportive if things go wrong and for them not to ever feel judged.</p> <p>On 24 January 2024, a group of children will be attending the NW24 Online Conference. Operation Topaz and Unique Voice will be present. Unique Voice creates programmes and films designed to enable young people to learn, develop and grow in all aspects of their social emotional development. During the conference they will be working through various scenarios with children. These children will then be the advocates for the school and talk to teachers to see what they feel they have learnt from it all.</p> <p>Key Stage 1 parents will also be invited to workshops. Operation Topaz will not be present though, as the children of this age are not accessing information to that same degree.</p> <p>Governor Question: Are these workshops well attended? We are not sure yet but will keep encouraging parents to attend.</p>	
285	<p>PSHE</p> <p>VM joined the meeting to give a presentation on the changes taking place to our PSHE programme. It has been a unanimous decision by teachers to change from the Jigsaw programme to the Kapow programme. The cost of the Jigsaw programme has increased significantly and teachers reported that they were not actually using all of the resources as they felt they were not useful or helpful. The one element where this was not the case were the Relationships, Sex Education videos/resources (RSE), so we will see if we can still use Jigsaw resources alongside Kapow.</p> <p>We will be using a condensed version to teach statutory requirements. We will talk children through sex education and send a clear message to parents explaining that this is statutory and that this is something we have to teach. We see this as positive as it will help improve and develop relationships with families.</p> <p>Governor Question: How will you monitor this over this year as we are transitioning? We will follow the model, teach the children and engage with parents.</p> <p>Governor Question: How will children catch up with this learning if they are out of school? Teachers are really good at helping children catch up and will recap what was taught at the last lesson, at the beginning of each class.</p> <p>Governor Question: What about EAL children? How are we dealing with the challenges of children not speaking a lot of English? We will continue to target the families that we know may need help.</p>	

286	<p>Curriculum of Possibility - Update</p> <p>DH gave a presentation of the Curriculum of Possibility to discuss progress, impact so far and the next steps.</p> <p>The whole presentation is available to read on Governorhub.</p> <p>We want teachers to champion their subjects and remain passionate about what they teach.</p> <p>Governor Question: How have you planned to communicate to parents (both current and new) to encourage them to stay at the school? The principal is around parents understanding what their child is learning. The key is to ensure people understand the depth of work that goes into this and to help children understand that they attend a successful school.</p>	
287	<p>Headteacher Report</p> <p>DF circulated his report and papers ahead of the meeting today.</p> <p>The demographic picture remains largely unchanged since the December report with no fundamental difference.</p> <p>Attendance rate is just under 96%. We think this figure looks bigger than it is because as children leave, Sims still seems to calculate as if they are still actually attending.</p> <p>Governor Question: Is Sims our main method of recording attendance rates? Yes, it is.</p> <p>DF will save the final version of the SDP 22-23 with Governors evaluation in the SDP folder on Governorhub under Strategy.</p> <p>The take up for Mastery in Maths has been very good. We have been surprised by how quickly children have been demonstrating strategies, particularly their ability to articulate sense of numbers. Due to lessons running so well, Teachers have adapted very quickly. This is a positive step around practical mastering numbers.</p> <p>Governor Question: Why did it work so well? How will it be used for future implementations? It is relatively simple and straight forward. You just have to make sure you have faith in the subject you are teaching to build on it and see its benefits.</p>	DF
288	<p>Governor Updates</p> <p>288.1 Leadership Update Governor Question: What order will people be told about the recent leadership updates? SLT have been told and are happy with the situation and what the future picture would look like. Staff will be told during week commencing 11.3.24 so they will all know by the Governors Day on 13.3.24. Parents will then be told by that Friday 15.3.24.</p> <p>288.2 Governor Day Agenda – Wednesday 13th March 2024 The key is for Governors to be able to have time to visit the classrooms and see staff teaching. The day will be held from 8.30am-3.30pm. The FGB meeting will start at 2.30pm.</p> <p>288.3 NW24 Attendance has been set up and is all going in the right direction. The EDI inset day was really successful in terms of content and delivery.</p>	

	<p>288.4 Training CT will be attending Inclusion training.</p> <p>288.5 Strategy Development Process SS, CG and DF will meet to discuss.</p> <p>The final version of the SDP 22-23 with Governors evaluation has been saved on Governorhub under SDP and then Strategy.</p>	
289	<p>Policies</p> <p>None.</p>	
290	<p>Committee Reports</p> <p>290.1 Finance The next meeting is on March 5th 2024. The Governors' summary of the management accounts for December 2023 were included in the papers for the meeting.</p> <p>290.2 Quality of Education Subject Leader liaison meetings were held in December.</p> <p>DF and DH are collating views of staff during 1:1 meetings this term.</p> <p>290.3 Leadership and Management Nothing to report.</p> <p>290.4 Personal Development The next meeting is being held tomorrow.</p>	
291	<p>Link Governor Reports/Updates</p> <p>291.1 Equality, Diversity & Inclusion CT reported that there is no news yet regarding the top up funding.</p> <p>291.2 Health & Safety A Health & Safety walkabout took place today with some minor recommendations that will be actioned. There was nothing significant to report.</p> <p>Following on from the DFE RAAC survey undertaken in October 2023, we have now been allocated a DFE case worker. They are working with the school to conclude their report through further investigations. This work includes opening up and access to areas not covered by the original survey (e.g. due to height or asbestos restrictions).</p> <p>291.3 EYFS EF will be meeting VM for a general EYFS discussion.</p> <p>291.4 GDPR Nothing to report.</p> <p>291.5 Church Links An Easter trail and service is taking place at the end of T4. Thank you to RP for all of her hard work before Christmas.</p> <p>291.6 Risk Review</p> <p>This is now a standing agenda item at each FGB. AS discussed some issues which she will add or expand on in the school's risk register. This included the development of the school's long-term goals, transition planning for leadership, current RAAC investigations and the MAT agenda. No further issues were noted.</p>	

	The updated risk register outlining the strategic and reputational risks will be available to read on Governorhub.	AS
292	Correspondence There was none.	
293	AOB Pupil Numbers – Applications for Reception places for September 2024 entry, indicate that the school is likely to be oversubscribed. There is a shift of pupils moving into private schools earlier, typically at the end of Year 2, although the school mitigates this with in-year admissions where possible. Governor Question: Is that an instinct or do you have evidence that this number is increasing? We have evidence of this. It was suggested adding this as an agenda item for discussion at the next FGB meeting in March.	

The meeting closed at 6.31pm

Date of the next meeting: Governor Day/FGB 4 – Wednesday 13th March 2024

SIGNED: **DATE:**