



Greythorn Primary School Local Governing Board

Minutes of the meeting held at the school on 28TH September 2022 at 6.30pm

Membership (A denoted absence)	Martyn Harris, Chair Jess Hannan, Vice Chair Zahra Bilides Fadi Al-Dairi (via video link) Pam Parkin A Michael Pound Beverly Dolman, Headteacher
In Attendance	Sara Gadzik, Clerk to the LGB Michael Sidery, Year 5/6 Teacher

01 VISIT FROM MICHAEL SIDERY	
LGB1/22-23/2.1 Update on Art Curriculum	
<p>The Chair welcomed Michael Sidery to the meeting and explained he was attending to inform governors of his work on the art curriculum and his role as ECT mentor.</p> <p>Michael Sidery gave an overview of the streamlined art curriculum and how knowledge is progressively built through the year groups. He explained how visiting artists are used with the year groups, the role of the art ambassadors, and plans for the rest of the year.</p> <p>A governor asked how the art ambassadors share what they have learned with other pupils. Michael said that they have talked about their experiences in assemblies. He explained their role in the art club and how this supports enrichment. A governor asked how the art ambassadors are chosen. Michael outlined how they apply for the role.</p> <p>A governor if the art club has had an impact on children’s wellbeing. Michael said yes, and gave an example of how approach and activities used in art club support children’s resilience and improves confidence.</p> <p>A governor asked what has been the impact of the changes to the art curriculum. Michael said there is now a comprehensive, purposeful and progressive curriculum for art. All staff understand the expectations and are better equipped to teach it. In terms of the children, the profile of art has increased and their understanding of art has expanded. They have a knowledge of careers that require art skills and the skills required to do art.</p>	
LGB1/22-23/2.1 Update on ECT programme	
<p>Michael Sidery said he is in his second year as an ECT mentor. He outlined what this entails. The Headteacher explained that Michael has also taken on responsibility for teaching and learning across the school, and he is starting his NPQ in teaching and learning.</p>	

<p>A governor asked whether he has sufficient time to embed what he learns in school. He confirmed that the this was a part of the NPQ.</p> <p>A governor asked about wellbeing support for the ECTs. He confirmed this is taken into consideration; the two year programme supports this. A governor asked if there has been an opportunity for ECTs to share concerns and whether he has been able to support. Michael explained there is flexibility to tailor the scripts so they cover any issues or anxieties ECTs may have at the time.</p> <p>The Chair thanked Michael for his presentation.</p> <p>7.10pm Michael Sidery left the meeting.</p>				
02 PRELIMINARIES				ACTION
LGB1/22-23/2.1 Apologies for absence				
Apologies were accepted from Michael Pound.				
LGB1/22-23/2.2 Declaration of Interest				
Governors were reminded of the requirement to declare an interest, either direct or indirect, for items of business on the agenda. There were no declarations. <p>It was noted that Fadi Al-Dairi's wife is employed at the school as a classroom assistant. It was noted the Zahra Bilides is Chair of FOGSA.</p> <p>The Headteacher will circulate pecuniary interest forms for governors to sign electronically.</p>				Head
LGB1/22-23/2.3 Minutes of the Last LGB Meeting and Actions Arising				
Minutes of last meeting were taken as read and approved.				
Item	Action	Responsible	Outcome	Head Head Head J Hannan
LGB4/2.2	Invite the Deputy Head to the next meeting to present on Pupil Premium.	Head	Next meeting	
LGB5/6.1	Send schedule of staff meetings to governors.	Head	Incomplete	
LGB6/1.3	Include a roundup of FOGSA's work in the last parents' newsletter of the year	Z Bilides / Head	Done	
LGB6/2.1	Include questions about the well-being service in the staff survey.	J Hannan	Done	
LGB6/2.1	Seek quotes for standalone well-being service, without staff insurance.	SBM	On agenda	
LGB6/3.1	Review equality objectives at the next LGB meeting.	Agenda item	Next meeting	
LGB6/3.1	Assign governors to each of the Ofsted areas and agree plan for reporting back.	Chair	Done	
LGB6/5.1	J Hannan to talk through governors' responsibilities and plans for safeguarding at next meeting.	J Hannan / Agenda item	Next meeting	
LGB6/8.1	Complete one of the equality training modules	All	On agenda	

<p>LGB1/22-23/2.4 Appointment of Chair /Vice Chair</p> <p>Martyn Harris agreed to serve as chair and Jess Hannan agreed to serve as vice chair for another one-year term.</p>	
<p>03 FINANCE REPORT</p>	
<p>LGB1/22-23/3.1 Report from Office Manager</p> <p>The Headteacher gave apologies from Dee Beasley from the Trust, who is the school’s new finance officer. The Head explained the new finance and administrative staffing arrangements, following the school business manager’s departure. She confirmed the office staff had the requisite skillset.</p> <p>The Chair noted that in regard to the insurance cover, the school has opted for a ring fenced pot of money equivalent to the cost of the insurance. Jess Hannan gave an overview of the standalone wellbeing support offered by SAS. She said that the staff survey suggest that awareness of the employee assistance was not high. Governors agreed to review in more detail the results of the staff survey before deciding whether to purchase standalone wellbeing provision. They will also review options in the marketplace.</p> <p>A governor asked if the Head knows how other schools are approaching wellbeing support. The Head agreed to survey other Rushcliffe heads to gather intelligence.</p> <p>The Chair noted that the school may be due a rebate for gas and electricity costs. A governor asked if they have seen an impact from the cost of living increase. The Head said not yet, but they are likely to over the coming months.</p> <p>Governors discussed enrolment and the large numbers on the waiting list for years 5 and 6 They noted the high number of appeals and the cost to the school. They agreed with the Head that the current model of place allocation in the catchment area is unsustainable. The Head said she will contact the MP. Governors supported this.</p>	<p>Head</p>
<p>04 DISCUSSION OF DATA FROM LAST YEAR</p>	
<p>LGB1/22-23/4.1 School On A Page (SOAP) and Data</p> <p>The Head went through the EYFS and KS2 data in the SOAP. She noted the trend data and explained how results were impacted by the cohort. She explained how it related to the national context. She explained how the school is addressing the gaps in the results, in particular the maths improvement plan. She noted that the Trust are using Greythorn as model of good practice for implementing Read, Write Inc. A parent governor commended the parental information that was sent home in relation to maths homework.</p> <p>The Head noted that reading was the weakest of the KS2 outcomes. She also noted the positive outcome in writing and the grammar test. She noted the improvements in outcomes since 2019.</p> <p>She went through attendance data with and without Covid absences and noted how Covid has distorted the data. She summarised the steps the school takes when a child is absent.</p> <p>She went through the exclusion data. She pointed out the spike in the 2021 autumn term and used trend data to show that interventions are having an impact.</p>	

<p>She gave an overview of the curriculum. A governor asked how they intend to boost reading. The Head gave an overview of new initiatives including revamping the library, reading areas in each classroom, whole school competitions, and a reading project through the Trust. A governor asked if they are encouraging audio books and types of reading other than fiction books. The Head said yes and gave examples.</p>	
<p>A governor asked if the SEF leadership and management section includes the actions the school is taking to address staff wellbeing. The Head agreed this was important and confirmed she will review to ensure they are all included.</p>	Head
<p>A governor asked at what point parents are informed about assessments so that they can support. The Head said that most assessment is summative so they are more useful to teachers than parents. She discussed how parents are kept up to date of their child’s progress.</p>	
<p>A governor asked about swimming lessons and what happens with children who can already meet the standard. The Head said she would expect pupils who have met the standard to be working toward the next level of competency. Governors has a lengthy discussion about swimming lessons and how and when these are offered. The Head said that she will review the organisation of the swimming provision. She will check whether swimming lessons are appropriately challenging for all pupils.</p>	Head
<p>A governor asked about the extracurricular clubs and whether there is enough breadth of provision. The Head said yes and went through all the options available to pupils. She noted that many clubs are run during the lunch hour, so parents don’t always know they are happening. She is promoting these through the website. Governors commended the range of clubs available.</p>	
<p>05 REPORT FROM THE CHAIR</p>	
<p>LGB1/22-23/5.1 Communication from Parents and Community</p>	
<p>None.</p>	
<p>LGB1/22-23/5.2 Emergency Action Taken Since the Last Meeting</p>	
<p>The Chair approved moving a TA from level 3 to 4. He also approved the ring fencing of the insurance budget.</p>	
<p>06 REPORT FROM SAFEGUARDING GOVERNOR</p>	
<p>LGB1/22-23/6.1 Safeguarding Audit</p>	
<p>Jess Hannan as safeguarding governor confirmed a date has been scheduled for the autumn safeguarding audit. This will be reported at the next meeting. The Head noted that on 7th November the Trust is carrying out a pre-Ofsted safeguarding audit.</p> <p>Jess Hannan stressed that all governors need to understand safeguarding and cover this in their visits. She encouraged governors to attend the Trust and the National College training. She will give an update at the next meeting on governors’ safeguarding responsibilities. The Head confirmed the administrative arrangements to ensure that the CSR is up to date.</p>	
<p>LGB1/22-23/6.2 Staff Well-being</p>	
<p>Jess Hanan updated on the staff survey carried out on behalf of governors at the end of last academic year. The response rate was very high, with a lot of constructive feedback. Jess has fed</p>	

<p>back to staff to ensure she had interpreted the results accurately. The next step is for staff representatives to meet with the Head and Jess to come up with next steps.</p> <p>The key themes coming through were workload, communications, and general wellbeing support. The Head said it is encouraging that most of the issues are already being acted on; these need to be communicated more actively with staff.</p> <p>Jess noted the pressures on the leadership team with Covid recovery work, imminent Ofsted and Trust reviews. They need to be mindful of the wellbeing of all staff.</p>	
<p>07 POLICY MANAGEMENT</p>	
<p>LGB1/22-23/7.1 Policies Requiring Local Governing Body Ratification</p> <ul style="list-style-type: none"> • Child Protection Policy • Child on Child Abuse Policy <p>Governors queried some of the roles in the policy related to Trust personnel. The Head said she will check this. A governor went through several queries with the policies.</p> <p>Governors agreed to approve the policies by email later in the week subject to changes.</p> <p>Governors agreed in future to send changes to policies prior to the meeting where they are approved.</p>	<p>Head</p> <p>All</p>
<p>08 GOVERNOR MONITORING</p>	
<p>LGB1/22-23/8.1 Reports of Visits Undertaken to Date</p> <p>The Chair has met with the Head on a regular basis.</p> <p>Fadi Al-Dhari will arrange a health and safety visit for next half term.</p> <p>A governor safeguarding audit with Jess Hannan is in the diary for next term.</p>	
<p>LGB1/22-23/8.2 Evidence of Governing Body Impact on School Improvement</p> <ul style="list-style-type: none"> • Challenge during the meeting • Staff survey on wellbeing and follow on actions • Discussion and recommendations on swimming tuition • Governor safeguarding visit 	
<p>09 GOVERNOR TRAINING</p>	
<p>LGB1/22-23/9.1 Reports back from training undertaken by governors</p> <p>Governors have completed training in the following areas:</p> <ul style="list-style-type: none"> • EDI Training • Prevent Training • Cyber Awareness Training • KCSIE Update • Preparation for OFSTED Training • Safeguarding Training • Diversity <p>The Chair will attend Trust safeguarding training on the 8th November.</p>	

Governors were reminded to send confirmation to the Chair of what training they have done.	
09 AOB - PREMISES	
The Head noted that the toilets were due to be refurbished over the summer. However the company did not complete the work but has agreed to carry this out at the original cost. The Head noted that the septic tank pump has broken. the Trust is picking up the cost of the repair.	
10 DATES AND TIMES OF FUTURE MEETINGS	
It was agreed the next meeting will be moved to 23rd November.	
11 CONFIDENTIALITY AND COMMUNICATION	
It was agreed that no items be deemed confidential for the purpose of the minutes.	
The meeting closed at Signed by the Chair: Date:	

ACTION POINTS FROM THE MEETING:

Item	Action	Responsible	Outcome
LGB4/2.2	<i>Carried over:</i> Invite the Deputy Head to the next meeting to present on Pupil Premium.	Head / agenda	
LGB5/6.1	<i>Carried over:</i> Send schedule of staff meetings to governors.	Head	
LGB6/3.1	<i>Carried over:</i> Review equality objectives at the next LGB meeting.	Head / agenda	
LGB6/5.1	<i>Carried over:</i> J Hannan to talk through governors' responsibilities and plans for safeguarding at next meeting.	J Hannan / agenda	
LGB1/22-23/2.2	Circulate pecuniary interest forms for governors to sign electronically.	Head	
LGB1/22-23/3.1	Ask other local heads what external staff wellbeing support they provide, in order to inform governors' decision on purchasing standalone wellbeing provision.	Head	
LGB1/22-23/4.1	Ensure all wellbeing actions are included in the SEF L&M section.	Head	
LGB1/22-23/4.1	Review the organisation of swimming provision and ensure they are appropriately challenging for all pupils.	Head	
LGB1/22-	Check Trust roles as listed in the Child Protection	Head /	



23/7.1	and Child on Child Abuse policies. Governors to approve policies by email.	Governors	
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