

Greythorn Primary School Local Governing Board

Minutes of the meeting held at the school on 27th September 2023 6.30pm

Membership (A denotes absence)

Martyn Harris, Chair	Zahra Bilides	Michael Pound
Fadi Al-Dairi (by video link)	Pam Parkin	Tae Carpenter, Headteacher

In attendance

Sarah Cox, Deputy Head	Sara Gadzik, Clerk	Annie Hud, Class Teacher
Ashley Harper, observer		

PRESENTATION FROM ANNIE HUD

ACTIONS

The Chair welcomed Annie Hud to the meeting to speak about her leadership roles in personal development and computing.

Personal Development

Annie explained the Learning for Life programme and how this is planned progressively across year groups. She showed an example of how work is evidenced by a class. She spoke about other aspects of the personal development curriculum, including the Life Education programme, assemblies, themed weeks and days, and sessions with the mental health team.

She described how protected characteristics and British values are linked to subject areas. She gave examples of this in subjects such as science, PE, RE and English. She showed and spoke to the evidence collected in the curriculum enrichment folder.

She explained the statutory RSE curriculum. A governor asked what happens with children who opt out. Annie said only one lesson is optional. One child opted out and was provided appropriate alternative activities.

Computing

Online safety underpins all teaching in computing; the technology is structured to enable safe usage. Annie explained the Purple Mash scheme. A governor asked how confident teachers are with the subject. Annie said the training materials are thorough and gave an example of the videos available. To ensure children are secondary ready they have added bespoke topics.

A governor asked how effective was the IT support. The Deputy said the response rate is slower now that the Partnership has changed the IT support arrangements and they no longer have immediate access to IT staff. Previously staff were very proactive. **The Chair said he will raise this** at the next Partnership meeting.

6.50pm Annie Hood left the meeting.

Governors requested an RE subject presentation for the next meeting.



01 PRELIMINARIES

LGB1/23-24/1.1 Apologies for Absence

There were no apologies for absence. Ashley Harper will join the governing body when her DBS check is finalised.

LGB1/23-24/1.2 Declaration of Interest

Register of Business Interest

All governors signed the register of business interest.

ACTION: Fadi Al-Dairi to complete the register next time he is in school.

Declarations

There were no declarations of interest against the agenda. It was noted that:

Fadi Al-Dairi's wife works at the school.

Zahra Bilides is chair of FOGSA.

LGB6/22-23/1.3 Minutes of the Last LGB Meeting and Actions Arising

The minutes of the previous meeting held on 21st June 2023 were taken as read and approved.

Item	Action	Responsible	Outcome
LGB6	Write to Lime Trees formally informing of contract retender.	Chair	Done
LGB6	Complete safeguarding audit before end of term	MP	Done
LGB6	Carry out visits for Pupil Premium and H&S	ZB /FAD	Partial

The Pupil Premium visit will take place after the Partnership PP review this term.

LGB1/23-24/1.3 Terms of office update

Zahra Bilides and Michael Pound's terms end in Feb 2024.

LGB1/23-24/1.4 Election of Chair and Vice Chair

Governors unanimously agreed for Martyn Harris to serve as chair for the year.

Governors unanimously agreed for Zahra Bilides to serve as vice chair for the year.

02 REPORT FROM THE HEAD

Ref Head's Report in the shared drive.

LGB1/23-24/2.1 Feedback from DQUASI Visit

The Head shared positive feedback about the learning environment and displays. They are ensuring working walls are used to support current topics and learning. **Governors asked about areas for improvement.** The Head discussed feedback about even better behaviours for learning.

Governors asked for an update on EYFS. The Head said the DQUASI feedback was very positive. Staff know the children and provision well and are eager to share progress and next steps. Support from the Partnership EYFS lead has been impactful. **A governor asked about children in Years 1 and 2.** The Deputy said they are settling in well to new routines.

The Head noted there are several new children across the school, and many with no English,



which presents challenges. There are 35 languages spoken in school.

A governor queried the behaviour figures as compared to previous. The Deputy said there are some new children with complex behaviour; they are reviewing how best to support them. Overall the school feels calm and staff are taking a positive approach with children.

A governor asked the Head about her impressions so far. She said the staff have been excellent. Parents have been very welcoming and supportive. **A governor asked if she has identified anything she will implement or remove.** She said, while she is using this term to get a better understanding of the school, she would like to change the behaviour policy to focus more on positive behaviour strategies and ensure the strategies are used consistently across all staff. Children will be involved in this. **Governors agreed. Governors commented on and commended** the increased strictness regarding the uniform. The Head explained the rationale behind this and the impact of personal presentation on behaviour.

It was agreed to remind parents in the newsletter about second hand uniforms available through school and the FOGSA uniform swap shop.

The Head has spoken to the PCSO about inconsiderate and dangerous parking outside school. **Governors discussed ongoing issues with parking** and actions the school can take. Staff governors spoke about the actions they are taking with families to improve punctuality.

LGB1/23-24/2.2 SIF and SDP

Ref the documents in the shared drive.

The Head went through the key actions under each of the priorities:

- 1: embedding writing sequence
- 2: empowering and upskills subject leaders
- 3: Supporting vulnerable groups

LGB1/23-24/2.3 Update on Targeted Funding and Impact

The Partnership Pupil Premium Review is next week, which includes the Sports Premium. The Deputy noted that PE inclusivity and participation for all has increased dramatically. Therefore last year they increased the focus on competitiveness through the clubs. This has resulted in success for boys' and girls' sports teams.

A governor asked for an update on music provision. The Deputy said it is strong. The school has been invited to bring 60 children to sing at the Christmas light turn on. The choir is continuing as an after school club. They now have class sets of several instruments. The new music curriculum is being integrated. The Head noted the wide range of peripatetic teaching.

03 DISCUSSION OF DATA FROM LAST YEAR

LGB1/23-24/3.1 School SOAP and Data

A governor queried the number of pupils. The Deputy said they are over PAN in KS2 but have six foundation places. The Deputy and Head discussed the number of appeals they have done and the challenge this presents to workload.

Governors discussed Section 106 money and why the school has not been allowed to access the funding. With additional housebuilding, more money may be released.

LGB1/23-24/3.2 Marketing / Pupil Numbers

The Head updated on the marketing they have done with nurseries and showed the flier that has been produced. **A governor gave feedback that parents at nearby nurseries have seen it.**

04 FINANCE REPORT

LGB1/23-24/4.1 Report from the Office Manager

The Partnership are finalising year end results. A full report will come to the December meeting.

LGB1/23-24/4.2 Capital Expenditure

The Partnership has surveyed the school to assess need. Priorities are air conditioning in some classrooms, new ceilings and LED lights. A further meeting with the Partnership is scheduled.

LGB1/23-24/4.3 Breakfast and After School Provision

Governors discussed the retender process. **Governors noted that the Limetrees service has improved this year. Governors recommended seeking feedback from parents** on what they want from wrap around provision, prior to starting the tender process. The Head said her impression is that Limetrees is supporting the children well. **Parent governors reported that there is a need to increase the number of places.**

ACTION: The Head will discuss with Limetrees increasing the number of places.

The Head has spoken to Limetrees about an after school reading scheme.

05 REPORT FROM CHAIR

LGB1/23-24/5.1 Communication from Stakeholders

Councillor Wheeler visited the school this term.

Emails from the school have been well received by parents. There is less paper going out.

Zahra Bilides reported that FOGSA's new committee have been very active and enthusiastic.

ACTION: The Deputy will put an invitation to attend the next meeting in the parental newsletter.

LGB1/23-24/5.2 Emergency Action Since the Last Meeting

Dates for the Inset days were agreed.

LGB1/23-24/5.3 Letter from the Partnership and Visioning Meeting

Governors noted the thank you letter from the Partnership CEO. The Chair gave an update from the Partnership visioning meeting. The slide deck is on the shared drive.

06 REPORT FROM THE SAFEGUARDING GOVERNOR

LGB1/23-24/6.1 Safeguarding Audit

Mike Pound carried out a safeguarding visit last term and reviewed the documentation on monitoring safeguarding. He confirmed all questions were answered fully and there were no concerns. **It was agreed that Ashley Harper will take over as safeguarding governor** due to her experience in the sector. Mike and Ashley will jointly attend the safeguarding audit as a handover.

LGB1/23-24/6.2 Staff Wellbeing

Governors asked about the Head's wellbeing, being new to the role. She said everyone has

been very welcoming.

The Deputy noted that there are several staff members facing significant personal issues. They are being supported; however it leaves gaps in staffing. Everyone is working very hard and it already feels overwhelming. However everyone is supportive and pulls together. Pam Parkin is attending mental health training this autumn.

In response to a question, the Deputy confirmed the school is paying for flu jabs. **A governor asked if there is any more support that staff need.** Pam Parkin said they are signposting resources and checking in with staff. Staff have access to counselling and other health and wellbeing services through the Partnership. Governors asked if this was effective. It is.

07 POLICY MANAGEMENT

LGB1/23-24/7.1 Safeguarding Policy

A governor noted some out of date names and titles on the safeguarding policy.

ACTION: Pam Parkin to update the policy.

08 GOVERNOR MONITORING

LGB1/23-24/8.1 Reports of Visits Undertaken to Date

Visits last term included:

Safeguarding

Health and safety

End of term assemblies

Visits scheduled this term:

Pupil premium

Safeguarding

Leadership meetings with the Head and Chair taking place fortnightly.

LGB1/23-24/8.2 Evidence of Governing Body Impact on School Improvement

- IT support raised at Partnership level
- Ensuring quality of before and after school provision
- Visits carried out
- Challenge during the meeting
- Fortnightly meetings with the Head

09 GOVERNOR TRAINING

LGB1/23-24/9.1 Reports from governors of training undertaken

Governors were asked to complete training modules through the National College:

EDI Training

Prevent Training

Cyber Awareness Training

KCSIE Update

Safeguarding Training

FHP Visioning

ACTION: Governors to complete KCSIE update modules on National College website.



10 DATES AND TIME OF FUTURE MEETINGS

13 December
31 January
20 March
15 May
26 June

11 CONFIDENTIALITY AND COMMUNICATION

It was agreed that no items be confidential for the purpose of the minutes.

Signed by the Chair:

Date:

ACTION POINTS FROM THE MEETING

Item	Action	Responsible	Outcome
LGB1/4.3	Discuss increasing number of Limetree places	Head	
LGB1/5.1	Invite parents to FOGSA meeting	Deputy/ ZB	
LGB1/6.1	Update the safeguarding policy	PP	
LGB1/9.1	Complete KCSIE update modules from National College	All	