



## Greythorn Primary School Local Governing Board Minutes of the meeting held at the school on 26<sup>th</sup> June 2024 at 6.15pm

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### Membership (A denotes absence)

Martyn Harris, Chair

Zahra Bilides

Michael Pound

Fadi Al-Dairi

Pam Parkin

Tae Carpenter, Headteacher

Ashley Harper

### In attendance

Laetitia Kirby, Science Lead

Sara Gadzik, Clerk

Lisa James, Finance Business

Partner

### PRESENTATION FROM LETISHA KIRBY, SCIENCE LEAD

### ACTIONS

Governors welcome Laetitia Kirby to present on the science curriculum. She explained how science is incorporated at all levels in school and mapped into different disciplines. She gave examples of how this happens.

She explained how the school weaves science into enquiry learning questions where relevant, although science can be a discrete subject where appropriate. She discussed situations where this may be the case. She explained how they are adjusting the subject mapping to make sure it is happening across all areas in the school. She discussed the adaptations made for SEND and EAL children.

As subject lead, she looks at the medium-term planning of year group leads and how subject maps are applied to groups of pupils. She observes science lessons to see how groups of children are learning. She commented on how much children love the hands-on learning, which helps develop their scientific skills. She commented that she appreciates teaching in a school where science is valued and prioritised.

**A governor queried, when children are asked to predict, are they expected to explain their answer.** Laetitia said yes and gave examples of how this is progressively more in depth as children get older. By Year 6 they are drawing on previous knowledge to explain predictions.

Governors examined books from different year groups and commented on the high level of presentation.

**A governor asked whether girls are interested in science.** Laetitia observed that in primary school, pupils are equally fascinated by STEM subjects. Her aim is to create a cohort of girls who are confident in their abilities in STEM subjects as they carry on through their education.

**A governor asked if there is anything they can do to support.** Laetitia said they are expecting to receive a £400 grant from the trust which will be beneficial.

*Governors thanked Laetitia for her presentation and she left the meeting.*



## 01 PRELIMINARIES

### LGB5/23-24/1.1 Apologies for Absence

All were present.

### LGB5/23-24/1.2 Declaration of Interest

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.

### LGB5/23-24/1.3 Membership

No end of terms upcoming.

### LGB5/23-24/1.4 Minutes of the Last LGB Meeting and Actions Arising

The minutes of the previous meeting held on 15<sup>th</sup> May 2024 were taken as read and approved.

Item	Action	Responsible	Outcome
LGB5/2.1	All to complete the Trust self-evaluation survey	All	All to complete
LGB5/2.1	Chair to arrange to send treat for the staff following Ofsted	MH	Done
LGB5/8.1	Summer term safeguarding audit to be arranged	AH	Not needed

## 02 REPORT FROM THE CHAIR

### LGB5/23-24/2.1 Key messages from local hub

Hub meeting was cancelled due to the Euro football.

### LGB5/23-24/2.2 Key communications

The Chair reminded all governors who haven't done so to complete the Trust self-evaluation survey.

## 03 EDUCATION – SCHOOL PERFORMANCE

### LGB5/23-24/3.1 Head's Report

The Head drew attention to the school's recent successes. A Year 4 child won the t-shirt design competition for the Robin Hood Marathon.

The phonics results this year was 95%, up from 94% last year. KS2 writing moderation took place and all judgements were validated by the moderator with one being upgraded. The moderator highly commended the staff for the pupils' standard of work.

The results of the times table test were 71%, compared to just above 50% last year. **In response to a governor question**, the Head said two children missed passing by one question. **A governor asked how do the metrics compare to schools** in the area and nationally. The Head said she will share national data as soon as she has it.

**A governor asked about the increase in behaviour incidents in summer 1.** The Head said it is down to repeated incidents from a small group of children. She explained how they are

addressing these individuals. **A governor queried what would merit a fixed-term exclusion.** The Chair explained how they address behaviour and what behaviour would trigger an exclusion.

**A governor asked about attendance.** The Head said there are several children absent for unauthorised holidays. The Head confirmed that parents are being fined. However attendance and PA is still better than national. The Head explained the incoming national changes to the absence fines. She will send a letter to parents as soon as it comes from the local authority.

**A governor asked if the school is notified how many children in the catchment are home educated each year.** The Head said no.

#### 04 ADMISSIONS

Covered under finance.

#### 05 FINANCE

##### LGB5/23-24/5.1 Budget monitoring

Lisa James went through the most recent accounts. The predicted carry forward is £91k down on the forecast. About £50k of this has been spent appropriately to support SEND. Some variance is due to incorrect accounting last year. In addition the school had budgeted for revenue from the Head supporting other schools for a portion of the week. This has not materialised. Despite the additional spend, the school is forecasting 6.1% in reserves at the end of the year, above the trust's 5% target.

##### LGB5/23-24/5.2 Recommendation to approve budget 2024/25

Turning to the three-year budget, the reserves are forecast to be 4.0% at end of 24/25. The following year they will start to increase again. Lisa and the Head have gone through the budget for next year extremely carefully. In order to balance the budget, they have made the difficult decision to reduce the number of SEND support staff.

The intake for reception next autumn is very low which will reduce funding the following year. Pam Parkin explained what they are doing to try to fill places in Reception and Years 1 and 2.

The Head gave an update on pupil numbers. They have waiting lists in KS2 which is positive, but still have space in EYFS and KS1. **A governor asked about marketing.** The Head outlined the latest marketing activity to ensure the school recruits as many pupils as possible. **A governor encouraged the school to promote the children's academic achievements as well as the community feel.** Lisa confirmed that other schools in the trust are in the same position with the low birth rate affecting pupil numbers.

**A governor noted that transition into foundation is stronger at Greythorn than other schools.**

Pupils have more time in school before they start to acclimate. Governors discussed other potential marketing activities and opportunities.

Lisa noted that future years' budgets assume that pupil numbers will increase. **A governor asked if they have staff for the additional needs due to Covid impact.** The Head said no, there is no budget for this. If numbers stay low in reception in future years, the school will need to look at additional staffing measures. They have considered worst case scenarios; the budget reflects a realistic but more optimistic picture. Lisa confirmed they have built in rolling replacements for IT



and some furniture.

**In answer to a governor question,** Lisa said the Trust is not increasing the top slice next year.

**In response to a governor question,** the Head and Lisa confirmed they have been through the budget very thoroughly and have made cuts everywhere they can.

**A governor asked who will look after the children who need support if there are fewer TAs.**

Lisa acknowledged this will be a challenge. She recognised that additional TAs make a huge difference to the atmosphere in the school, but the budget cannot sustain it.

**A governor asked about income generation.** Governors agreed that lettings were problematic and have ended up costing the school money. Lisa said increasing the uptake of school dinners would help. The more children have school meals, the less it costs the school. **Governors discussed how to increase uptake of school meals.** Lisa confirmed that there is no parent debt; the office is very proactive. Governors suggested putting information in the newsletter about the benefits of having a school meal and asking the caterers to provide marketing information.

**ACTION: Head to put information about the benefit of school dinners in the newsletter.**

Head

**Governors approved the 2024-25 budget and the three-year budget.**

#### **LGB5/23-24/5.3 Staffing 24/25**

The Head expressed concern about the levels of TA support in future years based on meeting the 5% carry forward. **Governors expressed concern about staff wellbeing and an increase in sickness absence.**

**A governor queried why does Greythorn has a higher proportion of higher needs.** Pam Parkin said that Greythorn is well known for support SEND children effectively, and if there are places available they need to accept them. Other local schools have fewer SEND children.

#### **06 TARGETED FUNDING**

##### **LGB5/23-24/6.1 Feedback from link governor – target funding**

Zahra Bilides will arrange a meeting before the end of the year to look over the Target Funding plan for next year.

Zahra commented on the huge success of the swimming programme.

#### **07 ATTENDANCE, BEHAVIOUR AND SUSPENSIONS**

##### **LGB5/23-24/7.1 Update this term**

Covered in Head's Report.

#### **08 SAFEGUARDING**

##### **LGB5/23-24/8.1 Statutory reporting including LA Section 175 audit**

No update this term.

##### **LGB5/23-24/8.2 Safeguarding audit**

The Head said that the workload for the safeguarding audit has been reduced as the Trust no longer require a termly audit. The school will regularly update the annual trust audit form.



They are still required to complete the LA Section 175 audit.

## **09 STAFFING**

Covered under finance.

## **10 ESTATES**

### **LGB5/23-24/10.1 Standards audit feedback**

Work has been done in KS1 corridor and foundation classroom. Additional work will be carried out in the summer term.

## **11 FAMILY AND COMMUNITY ENGAGEMENT**

The BBQ was well attended and had positive feedback. Estimated income is £1700. The end of term disco is planned.

Leavers assembly is on the 26<sup>th</sup> July. Martyn will attend.

Ashley or Zahra and Martyn will attend the Greythorn Greats.

FOGSA has again offered to pay for books for the Year 6 leavers. The Head will work with the Deputy Head to choose the book.

## **12 GOVERNOR TRAINING AND VISITS**

Governors monitored the SATs tests. Ashley commented that the care and concern showed to each student during SATs was impressive.

## **1 DATES AND TIME OF FUTURE MEETINGS**

These were circulated and agreed.

The Head thanked the governors for all the support they have given her in her first year at the school.

## **1 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
LGB5/2.1	Include information about the benefit of school dinners in the newsletter	Head	