

Gresham Village School and Nursery

FULL GOVERNING BODY

Monday 21st March 2022 at 19:00

TEAMS MEETING

MINUTES

Present

Sarah McDonald - Chair	SMcD	Marc Goodliffe – Head	MG
Rosabelle Batt	RB	Richard Lord – Trust Primary Lead	RL
Chris Hunter	CH	Sarah Rankin – Clerk	SR
Liz Wheeler	LW		
Alice Vargo	AV		
Steve Balmer-Walters	SB-W		
Becky Dunnett	BD		
Gillian Sampson	GS		

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were no apologies and no declarations	

2. MINUTES OF THE MEETING OF 22nd November 2021 AND MATTERS ARISING

	ACTIONS
The minutes were checked for accuracy and approved.	
Matters arising: <u>Village Hall Committee</u> : AV will make contact and report back at the next meeting <u>Monitoring of lunchtime</u> : SB-W reported a very successful and impressive visit.	AV

3. HEADTEACHER'S REPORT

	ACTIONS
The Headteacher reported the following:	

<ul style="list-style-type: none"> • Challenges remain with high Covid related staff absence and acute shortage of supply. Governors learned that a third of staff were absent last week, with the Head being required to teach for three and a half days. It was acknowledged that this situation is affecting all local schools in the same way. • Numbers on roll are pleasing with 152 children in the years from reception to Year 6 with an additional 28 children in nursery. The school's growth will be discussed in Horizon planning. • Attendance is low, reflecting the national picture. • SEND attendance – affected by persistent absence of one child. Disadvantaged attendance – 2 children on attendance plans with improvements noted. Attendance across the school is monitored closely. 	
<p>Attainment summary:</p> <ul style="list-style-type: none"> • Good improvement in Year 6 writing • Improvements in reading across the school indicated the reading strategy is working and making a difference • Curriculum is bearing fruit demonstrated in the outcomes for children. • Very pleasing progress overall. <p>RL remarked on the phenomenal progress achieved over the past 12 months and noted that the effective implementation of the curriculum leading to clear outcomes for the pupils.</p> <p>Governors asked for more detail of the progress with Year 3 reading and asked how the current data compares with the autumn data. MG advised that there is a group of children in year 3 who need a special focus on reading with more teacher-led sessions. Shorter texts with focussed questions are being used.</p> <p>Governors asked whether the teacher (ECT) is getting support. It was confirmed that the teacher works with MG once a week and with other teachers across the school at all times.</p>	
<p>Premises: The need for a new classroom in September 2023 was discussed and options considered. Governors asked if consideration has been given to the use of mobile classrooms on site. The Headteacher reported that this was not an appropriate option as all the children should be kept together and not separated on site. The option of splitting the hall was considered. Governors questioned the impact of this on the rest of the school, with space being compromised for hall activities and lunchtime. Governors flagged soundproofing as a potential challenge. Governors were advised that an architect will be meeting with the Head and the Estates department to consider the classroom and storage issues. The Head will report back at the Horizon planning meeting.</p>	<p>MG</p>
<p>Proposed class and staffing structure 22-23:</p> <p>Governors considered the proposed structure and noted the alteration in allocation of support staff. The Head advised that 3 children in KS2 need significant support with ECHPS being pursued. The importance of keeping the</p>	

Head's teaching commitment to no more than one day a week was underlined.	
<p>SENDCo recruitment:</p> <p>The recruitment of a new SENDCo was discussed. Governors were informed that a 2 day a week post would be advertised, for one day a week for both GVSN and Antingham. Governors considered whether this approach would be successful and suggested that this could be a Trust based post. Governors felt that with the Trust structure in place, it would be beneficial to source someone from within the Trust to take up this role. Governors asked RL whether the Trust are proactively planning to solve this issue. RL agreed that potentially there may be someone within the Trust who may wish to extend their role, but noted that other schools within the Trust have existing set ups in place.</p>	

4. SAFEGUARDING REPORT

	ACTIONS
CH noted a very pleasing Ofsted assessment of safeguarding. MG reported some issues with the SCR which were found by Ofsted and are being addressed. Julie has now had the CPOMS training, and the SCR will be moving to the new system shortly.	

5. FINANCE REPORT

	ACTIONS
<p>CH advised that he is meeting with the CFO and MG next week. Report to follow. MG confirmed that the budget is monitored closely, and that access to data is good.</p> <p>Governors flagged the importance of continued governor monitoring of finance.</p>	CH

6. PARENTS' EVENING SURVEY

	ACTIONS
Parents evenings been rescheduled to 30 th and 31 st March from 3.15pm – 6pm. Governors to be in attendance.	

7. PUPIL VOICE

	ACTIONS
RB was delighted to report that the children want to raise money to support children affected by the war in Ukraine, and that a cake sale was planned. A new school council has been elected with BD meeting with them every week. MG noted that years 5 and 6 have reallocated their responsibilities and have	

been reading mentors for years 1 and 2. This has boosted reading and confidence, particularly for year 6s and year 2s.

8. MONITORING

	ACTIONS
<p>Governor Monitoring Day: GP commented on a really enjoyable and insightful governor monitoring day held on 2nd March and thanked all governors for their input. MG was impressed by the detailed review and feedback on what was a very successful and positive day and thanked GS for all her efforts in producing the report. MG was pleased to receive further evidence of the progression the school has achieved.</p> <p>It was noted that staff were really pleased that governors had come in for the day. Although the day was planned in the context of an imminent Ofsted inspection, the Head felt that the day should be run in exactly the same way next year.</p> <p>Negative feedback from one member of staff regarding the use of clipboards by governors was discussed. It was felt that the tone of emails can sometimes be difficult to interpret. MG noted that no issues had been raised by him.</p>	
<p>Staff Workload and Wellbeing: LW's report on the survey carried out at the end of last academic year was circulated prior to the meeting. Low returns were discussed, and it was acknowledged that some staff had issues accessing the survey. It was noted that a lot of time has passed since the survey was carried out, and that due to Covid restrictions LW has not been able to conduct individual meetings with staff as hoped. LW voiced concerns that staff may feel let down that there was not a response to the staff wellbeing survey.</p> <p>MG noted the Trust-wide adoption of the DofE Staff Wellbeing Charter and encouraged Governors to look at it. RL acknowledged that the past two years have really put staff wellbeing in the spotlight. Governors suggested that a wellbeing aspect could be included in staff targets. The benefit of this was noted. A post- Ofsted celebration was discussed and agreed that this should happen.</p> <p>BD flagged that there is often no time for TAs, admin staff and MSAs to get together and chat, and noted that this can be quite isolating.</p> <p>Clarity was sought on the role of the LGB regarding staff wellbeing and this was confirmed that the role of the wellbeing governor is to monitor the implementation and impact of the school's policy.</p> <p>MG confirmed that he will liaise with BD to produce a draft staff wellbeing policy to present to governors at the next FGB meeting.</p>	<p>MG</p>

9. OFSTED REPORT

	ACTIONS
<p>Governors expressed their delight at a very positive Ofsted report. It was agreed that the feedback was excellent and that this has provided a real lift for staff. MG noted there were no surprises in the report, and RL felt that the action points raised will happen naturally over time. It was noted that the new curriculum is in the early stages and is in the process of being refined.</p> <p>Governors asked about the moderation of standards. RL reported that moderation took place in English and maths this and last week. RL added that Trust-wide year group meetings have not been able to take place yet due to Covid restrictions, but these are planned for the future. Assessment of the wider curriculum is tricky but this is being worked on at Trust level.</p> <p>MG advised that he is keen to get back to visiting other schools as this can be an extremely valuable experience.</p> <p>Governors asked whether the Ofsted result will be publicised widely. It was agreed that this should be circulated in local papers etc. MG to action.</p>	<p>MG</p>

10. INITIAL HORIZON PLANNING DISCUSSION

	ACTIONS

11. CORRESPONDENCE WITH THE TRUST

	ACTIONS
None.	

12. MEETING EVALUATION

	ACTIONS
<p>Governors considered whether this meeting has been productive and whether governors have contributed, presented challenge and held the Headteacher to account. The Chair felt that this was the case, and this was confirmed by RL. RL noted this was an impressive meeting with plenty of reasoned challenge. Evidence was present that governors have read paperwork prior to the meeting and concluded that this is a very effective LGB.</p>	

13. A.O.B.

	ACTIONS
None.	



With no further business the meeting closed at 21:20

Date of next meeting: Monday 11th July at 7pm