



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Thursday 15th February 2024 at 5.30 pm

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
01/24	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Louise Wilber (LW), Emma Edge (EE), Claire Connor (CC), Claire Cole (CLC), Lauren Gascoyne (LG) arrived at 5.25pm, Laura Fox-Lee (LFL), Harsha Ramesh (HR) arrived at 5.35pm.</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – Siobhan Bedford</p> <p>LM officially welcomed CLC to the Board. She had previously attended the Resources Committee meeting via Teams but this was her first FGB meeting.</p>	
02/24	<p><u>Declaration of Interests</u></p> <p>Governors were asked if they had any interests to declare regarding the content of this meeting. Nothing declared.</p>	
03/24	<p><u>Review of membership</u></p> <p>There are currently no vacancies on the Board.</p> <p>Governor Visits (completed since last FGB and planned)</p> <p>The Governor Visits Schedule is now on Governorhub. Future dates for the full day visits have been set and will take place on 6th March and 12th June. LM said that she intends to change the format of the days so that the monitoring/observations in classes will take place in the mornings with discussions during the afternoon. The structure of the Board meetings will also be discussed. The Governor Action Plan has been uploaded to Governorhub and the school website.</p> <p>Training (completed since last FGB and planned):</p> <p>LM had completed a science visit. CC/LFL had attended a coffee morning. LM attended Creating a Culture of Challenge training LM attended Understanding the Ofsted Handbook training LM attended Dealing with Complaints LM attended Chairs' Briefing SM attended New Governor Induction CLC is working through the Flick training.</p>	

04/24	<p><u>Review of minutes from FGB 23 November 2023</u> The minutes had been circulated to Governors prior to this meeting.</p> <p>The minutes were accepted by all governors as a true record of the meeting. They were signed and dated by the Chair.</p>	Accepted
05/24	<p><u>Matters arising</u> 65/23 This vacancy has now been filled. CLC, the new recruit, has finance skills/knowledge. 65/23 LM had intended to circulate a link for Trauma Training. However, she has found that it is linked to her own account meaning that others will not be issued with a certificate for completing the course. LM will complete the course herself and send out the link for information. 65/23 LG and LM still to meet to discuss the skills audit results. 67/23 33/23 51/23 HR/CC still to arrange to have their photographs taken in school. LM requested that they both send her a recent photo.</p> <p>There were no further outstanding actions from these minutes.</p>	<p>LM</p> <p>LM/LG HR/CC</p>
06/24	<p><u>Review of minutes from Resources Committee meeting 18 January 2024</u> (for information only)</p> <p>Governors discussed these minutes which are for information only.</p>	
07/24	<p><u>Matters arising</u></p> <p>Nothing raised from these minutes.</p>	
08/24	<p><u>Review of minutes from Curriculum Committee meeting 8 February 2024</u> (for information only)</p> <p>Governors discussed these minutes which are for information only.</p>	
09/24	<p><u>Matters arising</u></p> <p>06/24 EE explained that the networking meetings with the cluster groups have continued and now every subject had met. They are a good opportunity to discuss ideas and listen to other people. IJ said that they reinforce what Markeaton has done in terms of assessment and monitoring. The second round of meetings has not been as well attended but this may just be due to problems with release time.</p> <p>Nothing further raised from these minutes.</p>	
10/24	<p><u>Policies/Documents for Ratification</u> IJ explained that the policies for ratification arose from the process of completing DBS requests online. Recruitment of Ex-Offenders Policy Secure Handling of DBS Certificate Information Policy</p>	<p>Accepted Accepted</p>
11/24	<p><u>Headteacher's Report</u> The HT Report Autumn 2023 had been Circulated on Governorhub prior to this meeting. IJ asked Governors if there were any questions regarding the report. IJ explained that he has produced the report to give an update on the progress of the SDP targets, including the actions since September and the</p>	

impact of these actions.

School Development Plan – The new targets for 2023-2024 were discussed, which are as follows:

1. To further enhance continuous provision across FS2 and Y1
2. To develop and embed the use of technology across the curriculum
3. To improve progress in Writing and Maths from Y2 to Y6
4. To design and deliver a program of CPD to subject leaders from local schools

Priority 1

Governors discussed Continuous Provision. LM asked if behaviour has improved. IJ said that the environment is a work in progress. CLC asked for an explanation of continuous provision. IJ explained that the Reception first year is play based and typically the Y1 setting would be very different, as in the use of tables and chairs. IJ felt that last year's cohort struggled with the transition which could have been due to the challenging effects of Covid. The provision for Y1 is now continuous but structured the same as Reception. IJ said that creating the right environment is the most challenging aspect. Another challenge is training staff. Some have experience in this type of delivery but for others it is very new. LFL said that it all made sense during a classroom observation.

Priority 2

HR asked about the next steps after the 'deep dive' in computing. IJ explained that Vince Hampton had come into school and had spoken with EE and the computing lead. He spent time praising what progress has been made. The deep dive has provided clear 'next steps' for the Computing Lead to action. EE said that computing encompasses other aspects of IT too such as coding.

Priority 3

IJ said that the progress scores in writing and maths Y2-Y6 were significantly below national average. A significant progress gap had been identified between boys and girls. Factors to consider were: Covid, attendance, punctuality and issues around anxiety, self esteem and friendship issues. Measures have been put in place to address this issue. IJ said that there are no measureable outcomes this year as there were no SATs results so our own assessment can be used. EE explained the moderation process. IJ said that a body of work is produced for writing which is moderated.

Priority 4

The cluster groups that were set up at the beginning of September continue to go well. There is no fixed agenda but the shared ideas will be invaluable. This will be reviewed at the end of the year.

Safeguarding

Governors discussed this report. The number of logs on CPOMS was discussed and IJ explained that some children may have several entries. There had been a decrease in numbers since the previous report. IJ explained that the Ofsted Handbook suggests that a weekly behaviour report is needed showing logs in each area (circulated). IJ explained the

	<p>report. HR asked for clarity between child on child abuse and verbal aggression. IJ explained this. A further table was circulated. IJ said that he had added another column to this table as there had been a significant number of domestic abuse notifications.</p> <p>No further questions were raised.</p>	
12/24	<p><u>Complaints</u></p> <p>This is a standard item. There have been no complaints.</p>	
13/24	<p><u>Health and Safety update</u></p> <p>Nothing further to report on.</p>	
14/24	<p><u>Finance update</u></p> <p>The forms have been completed by Governors for the SFVS.</p>	
15/24	<p><u>Safeguarding</u></p> <p>Discussed in the HT Report.</p>	
16/24	<p><u>Wellbeing and Equality</u></p> <p>Governors discussed the figures around verbal and aggressive behaviour towards staff. This clearly impacts on staff morale. 11 children and 61 entries but challenging. Governors discussed that this is difficult for staff.</p> <p>Diversity was discussed and CC asked if data is gathered from families. IJ said that he has only sent out the RSE questionnaire. As Safeguarding lead, CC said that if details of ethnicity are added to questionnaires then it can be shown if gathering information from a cross section. CC to find out more about LAC children becoming a protected characteristic.</p>	CC
17/24	<p><u>Determination of confidentiality of business</u></p> <p>Nothing confidential.</p>	
18/24	<p><u>What have we achieved from this meeting?</u></p> <p>Governors have welcomed a new member to the Board.</p> <p>The Headteacher's Report has given Governors a detailed update on the SIP.</p> <p>The SFVS forms have been completed. Data from the Safeguarding report has been useful.</p>	
19/24	<p>Dates of next meetings –</p> <p>Resources Meeting 25 April 2024 at 5pm in School (Budget)</p> <p>FGB Meeting 25 April 2024 at 5.30pm in School (Budget)</p> <p>FGB Meeting 16 May 2024 at 5.30pm in School</p> <p>Curriculum Meeting 30 May 2024 at 5pm in School (Subject to Change)</p> <p><i>All Meeting Dates for 2023-2024 on Governorhub</i></p>	

The meeting ended at 6.20 pm

Signed _____ Dated _____