



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Thursday 23rd November 2023 at 5.30 pm

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
64/23	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Louise Wilber (LW), Emma Balfour (EB), Claire Connor (CC), Lauren Gascoyne (LG), Laura Fox-Lee (LFL), Siobhan Bedford (SB), Harsha Ramesh (HR) arrived at 5.45pm.</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – None</p> <p>LM officially welcomed SB to the Board. She had previously attended the Governors' day but this was her first FGB meeting.</p>	
65/23	<p><u>Governor Administration</u></p> <p>Declaration of Pecuniary Interests for items on this agenda – None declared.</p> <p>Declarations on Governorhub - BW had checked the declarations/confirmations on Governorhub and noted that a lot remained unconfirmed. BW also reminded Governors that it is a recommendation to read the full KCSIE document.</p> <p><u>Review of Membership</u></p> <p>Progress of LA Governor nomination with Jayne Hadfield - This process is now complete.</p> <p>Expired Term of Office – LG's Term of Office had expired but Governors unanimously voted to renew for another 4 year term.</p> <p>Recruitment. Governor vacancy – As MB recently left the Board there is now a vacancy for a Co-opted Governor. It has been identified that the new recruit should ideally have finance and health and safety skills/knowledge. LM has drafted an advert for the position and IJ will circulate to parents. LM to also circulate via the usual websites.</p> <p>Governor Visits Schedule – The recent Governor Day had been a huge success and very productive. In the morning Governors had discussed future plans and in the afternoon Governors made classroom visits and produced reports from them. All Governors to complete them and send to LM. LM will send to BW to upload to Governorhub. Future dates were set as Wednesday 6 March 2024 and Wednesday 12 June 2024. LM has also created an action plan which IJ will upload to the school website. LM to also send to BW who will upload to Governorhub.</p> <p>Governor Training and Development – LM to send out the link for the</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">Unanimous</p> <p style="text-align: center;">IJ/LM</p> <p style="text-align: center;">LM/BW</p> <p style="text-align: center;">IJ/LM BW</p> <p style="text-align: center;">LM</p>

	<p>trauma training.</p> <p>Skills Audit Analysis – This has been completed. LG/LM to further analyse.</p>	LM/LG
66/23	<p><u>Review of minutes from FGB 21 September 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
67/23	<p><u>Matters arising</u></p> <p>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>36/23 05/23 66/22 52/23 The discussions around Governor statements regarding leadership and management are to continue but a deadline is now set of 2 weeks.</p> <p>There were no further outstanding actions from these minutes.</p>	<p>HR/CC</p> <p>ALL</p>
68/23	<p><u>Review of minutes from CURRICULUM meeting 12 October 2023</u> (for information only)</p> <p>Governors discussed these minutes which are for information only. LFL informed Governors that it is advisable to read through the school website to familiarise themselves with the content and terminology, LM said that there is a huge amount of information on the website.</p>	
69/23	<p><u>Matters arising</u></p> <p>Nothing raised from these minutes.</p>	
70/23	<p><u>Review of minutes from RESOURCES meeting 19 October 2023</u> (for information only)</p> <p>Governors discussed these minutes which are for information only. LM said that she had Chaired the meeting temporarily until a new Resources Chair is in place. LM asked for volunteers but no-one expressed an interest.</p>	
71/23	<p><u>Matters arising</u></p> <p>Nothing raised from these minutes.</p>	
72/23	<p><u>Policies/Documents for Ratification</u> No policies circulated for this meeting.</p>	
73/23	<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 the first page of the report gave an overview of attendance. IJ said that Ofsted have a keen focus on attendance so it is essential to drill down to see comparisons of previous years' figures and which groups make up these figures. Jo Blackshaw continues to provide this information. IJ explained that persistent absenteeism can be identified and how many children make up those percentages. For example, it may only be absences from 1 or 2 children. CC asked if the publishing of these figures makes any difference. IJ said that it does as strategies such as home visits</p>	

and other supportive measures can be put in place. IJ continued to explain the HT report and the context of the school. The number of Pupil Premium children has risen significantly. In the past 12 months there have been 20 extra children which equates to an extra £33k. This is unusual and is mainly due to an increased number of overseas students at Derby University who have family visas.

Governors discussed catchment areas and the impact on Pupil Premium numbers. **SB asked about the recent influx of overseas students at the university.** IJ explained that the children had no language issues or special needs.

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

1. IJ explained the progress made towards reaching this target.

2. IJ said there had been issues around connectivity in school and he had put in a bid for a new connection. This was because of an increase in the number of appliances being connected. The work has now been scheduled for the beginning of January next year.

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. SLT are confident this was a one-off occurrence and measures had been put in place to address this issue.

4. The cluster groups had been set up at the beginning of September and there were 7 schools which came to Markeaton School for meetings. There is no fixed agenda but the shared ideas will be invaluable.

Other significant changes in brief –

- Twilight training has nearly been completed. Mark Finnis – Restorative Justice and Maths Updates with Kim Herriman. Due to a cancellation, the final twilight will be after Christmas
- First Deep Dive (Computing) occurred last week. Final Deep Dive (Geography) scheduled for 4th December
- One teacher on early support plan
- New Mental Health lead is in place
- New internet connection delayed till early Jan 2024
- A new School Administrator to start on Monday 4th December.

Filtering and Monitoring – This section relates to what happens in school regarding firewalls, website blocking etc and a report is generated by the

	<p>system. There have been 2 filtering and monitoring incidents. However there have been no concerns raised.</p> <p>IJ also shared an anonymised document relating to CPOMS entries and explained the acronyms used. SB enquired what the system records and it was explained.</p>	
74/23	<u>SLT Benchmarking –</u> Not discussed, To remove this item.	BW
75/23	<u>Complaints</u> This is a standard item. There have been no complaints.	
76/23	<u>Safeguarding</u> Discussed in the HT Report. LM has been into school to monitor/sign off the Single Central Record. LM also had an update from IJ on 15.11.23 around filtering and monitoring.	
77/23	<u>Wellbeing and Equality</u> EB said that there is a coffee morning next week. A parent meeting is planned for in the future. EB is also running a nurture group for children. There is a cookery group, mindfulness group, forest school, garden club. Regulation boxes are in use to include pegboards, timer, colouring etc. LFL asked about staff wellbeing. IJ said that he listens to issues and tries to adjust practice to alleviate them. School has a new wellbeing lead. LM raised the issue of the effects of more challenging children and the impact this has on staff. IJ said that he is always cautious of putting more people in place and prefers to look at existing practice. EB said that the issuing of EHCPs is still way behind schedule. LFL said that some children’s needs can’t be met in school and this is no reflection on staff. The building is also not safe for some of these children. IJ said that the LA is also making it difficult to suspend children and this is only used as a last resort. LFL asked if IJ would like Governors to put a letter of support together. IJ said that if staff feel that Governors are connected to issues in school it would be helpful. LM said that she will come in to speak with staff.	
78/23	<u>Determination of confidentiality of business</u> Nothing confidential.	
79/23	<u>What have we achieved from this meeting?</u> Governors have given an update on the recent Governors’ Day and have set dates for future meetings. The Headteacher’s Report has given Governors a detailed update on the school’s position.	
80/23	Dates of next meetings – Resources 18 January 2024 at 5pm (Teams) Curriculum 8 February 2024 at 5pm (in School) FGB 15 February 2024 at 5.30pm (in School) <i>All Meeting Dates for 2023-2024 on Governorhub</i>	

The meeting ended at 6.40 pm

Signed _____ Dated _____