



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Monday 24th November 2022 at 5.30 pm

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
63/22	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Lauren Gascoyne (LG), Harsha Ramesh (HR), Claire Connor (CC), Louise Wilber (LW), Laura Fox-Lee (LFL), Emma Edge (EE), Emma Balfour (EB)</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – Matt Ball</p>	
64/22	<p><u>Governor Administration</u></p> <p>Declaration of Pecuniary Interests for items on this agenda Nothing declared. Governors were also reminded to sign the annual declaration on Governorhub.</p> <p><u>Review of Membership</u></p> <p>Progress of LA Governor nomination – All documents have been sent to Jayne Hadfield but no further communication has been received. LM to contact.</p> <p>Governor vacancy – LM has previously contacted Governors for Schools and asked for someone with finance/HR background. This will be reviewed again in the new year.</p> <p>Governor Visits Schedule – There is nothing on the visits schedule as yet. Governors were encouraged to visit school before the end of term. LFL will be in school each Friday but not as a Governor. LM/LG are planning an admin visit. LFL/CC will also undertake a visit in December.</p> <p>Governor Training and Development – Governors are completing Safeguarding and KCSIE training online using Flik. CC to complete. IJ said that Governors should prioritise KCSIE. LM, LFL and LW are attending a session for governors arranged by Kate Nash on 30.11.22.</p> <p>Duty Governor of the Month – LM has emailed the schedule to Governors and reiterated that the plan is very flexible.</p> <p>Skills Audit – All completed skills audits have been submitted except MB. Once all are in BW will analyse and report back to Governors.</p>	<p>All</p> <p>LM</p> <p>LM</p> <p>MB/BW</p>
65/22	<p><u>Review of minutes from FGB 3 October 2022</u></p> <p>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</p>	Accepted

	meeting. They were signed and dated by the Chair.	
66/22	<p><u>Matters arising</u></p> <p>52/22 IJ had asked Governors to look at the Ofsted Handbook for the 2 governor statements regarding leadership and management. IJ explained this and the fact that the statements only applied to a 'Good' grade.</p> <p>54/22 42/22 Governors had previously met to discuss proposed changes to the website. LM to inform IJ of items Governors found difficult to find.</p> <p>There were no further outstanding actions from these minutes.</p>	AII/LM
67/22	<p><u>Review of minutes from CURR meeting 13 October 2022</u> (for information only)</p>	Accepted
68/22	<p><u>Matters arising</u></p> <p>Nothing raised from these minutes.</p>	
69/22	<p><u>Review of minutes from RES 20 October 2022</u> (for information only)</p>	Accepted
70/22	<p><u>Matters arising</u></p> <p>Nothing raised from these minutes.</p>	
71/22	<p><u>Policies/Documents for Ratification – Circulated</u></p> <p>Allegations of Abuse Against Staff – LG/MB Early Career Teacher – LFL/HR Pupils with Additional Needs – LG/LW Safer Recruitment – LM/CC School Website – LM/HR Single Central Record – LM/CC Statutory Policies – LFL/MB Suspension and Exclusion – LW/LM Website Checklist for Maintained Schools – MB/HR</p>	<p>Approved Approved Approved Approved Approved Approved Approved Approved</p>
72/22	<p><u>Headteacher's Report – Circulated prior to the meeting</u></p> <p>As this was the first HT report of the year IJ explained the format for the benefit of newer Governors. The report gives a more expansive view of attendance. IJ explained the SDP targets and progress charted. An action plan is now in place linked to the targets. Subject specific action plans are also available now on the school website.</p> <p>Attendance (Target 3) – LM commented that attendance is beginning to improve again. IJ said that the target is for 97% for the whole school. For each vulnerable group the target is 94% and above. HR asked what an EHCP is and EB gave a thorough explanation. IJ said that attendance is comparable to other schools. LFL asked why the whole school attendance had improved. IJ said that it is still early days but he hoped that strategies in place had helped. Attendance is being celebrated and attendance certificates are being issued. This has raised the profile of the importance of good attendance.</p> <p>EB said that a lot of children have anxieties about the school day. IJ said he felt that the fact that children no longer have to line up to go into school has</p>	

	<p>helped with this. IJ said that progress has been made since September but there is still a long way to go.</p> <p>Target 1 was discussed 1. To further discuss how teachers plan and assess in Foundation Subjects. IJ explained the actions that had been taken since September. For example EE has met with Jayne Heald with a view to creating an assessment grid. Also, there will be 1-1 sessions with Vince Hampton, the LA Consultant in January.</p> <p>Target 2 was also discussed and IJ explained that the non-negotiable spellings were words that children have to know. This should also be evidenced in their writing.</p> <p>Target 4 – EE explained the progress that has been made in that all subject leaders have now signed up to local partners. Each term they have a half day free for this and will feed back to other staff. IJ said that Kate Nash had set up a range of cluster meetings for both teaching and non-teaching staff. Subject leaders had been anxious about being selected for deep dive from Ofsted. EE said that they have now been through a curriculum review with her and taken ownership of their subject. This will enable them to lead the conversation with Ofsted.</p> <p>Other updates – IJ explained that as part of the LA's commitment to inclusion and 'Trauma Informed Practice' they have designed a series of online training modules. The modules have been a focus of 2 twilight staff meetings. By the end of this half term all staff will have received the training. LM asked how the training had been. EE said that it had generated a lot of discussion but it had enabled staff to identify cases. IJ said that there is a page on the school website now called inclusion. LFL stated that trauma is different for everyone and for some children divorce is a trauma. IJ said that there had been Play Therapy in school for a year now. IJ said that parents need to be aware that some of the conversations that they have with their children may be making them anxious. The Parent Group in school was discussed which IJ said could support parents. LFL stated that it would be good to have discussions with other parents about more run of the mill issues such as getting their children to go to bed on time. EB said that coffee mornings are in place for this.</p> <p>MUGA – The resurfacing work is now complete.</p> <p>Adult Learning Sessions – These are due to commence before Christmas.</p> <p>Staffing – See separate confidential minute</p>	
73/22	<p><u>SLT Benchmarking – IDSR circulated previously</u></p> <p>Nothing raised.</p>	
74/22	<p><u>Safeguarding</u></p> <p>Safeguarding training has been completed. The Safeguarding policy has been updated. LM asked how the number of CPOMS referrals compares to this time last year. IJ said that they are similar but child protection children numbers have gone down dramatically.</p>	
75/22	<p><u>Wellbeing and Equality</u></p> <p>Governors have discussed some examples of trauma among children. LM, LW and LFL have booked on a session with Kate Nash.</p>	
76/22	<p><u>Determination of confidentiality of business</u></p> <p>Staffing</p>	

77/22	<u>What have we achieved from this meeting?</u> Governors have identified the need to focus on the actions that they need to complete and also to get school visits underway.	
78/22	Dates of next meetings – Resources 19 January 2023 at 5pm (Teams) Curriculum 9 February 2023 at 5pm (Teams) FGB 16 February 2023 at 5.30pm (in School) <i>All Meeting Dates for 2022-2023 on Governorhub</i>	

The meeting ended at 6.30 pm

Signed _____ Dated _____