



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Thursday 14th July 2022 at 5.30 pm

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
33/22	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Matt Ball (MB), Lauren Gascoyne (LG), Harsha Ramesh (HR), Claire Connor (CC), Laura Fox-Lee (LFL), Emma Edge, Associate Member (EE)</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – Louise Wilber</p>	
34/22	<p><u>Governor Administration</u></p> <p>LA Governor Application Progress LM is collecting references which are required by the local authority. LM to send to BW who will forward to Jayne Hadfield. There is currently an advert for the Co-opted governor vacancy on the Governors for Schools website.</p> <p>Duty Governor of The Month LM reiterated that she is working on a timetable for this and 2 Governors will be allocated for each month. This will ensure that there will always be one Governor available. It will be sent out over the summer. LM said that it would be useful to have a presence at the PTFA events too.</p>	<p>LM/BW</p> <p>LM</p>
35/22	<p><u>Declaration of Pecuniary Interests</u> – For items on this agenda</p> <p>None declared.</p>	
36/22	<p><u>Review of minutes from FGB 28 April 2022</u></p> <p>The minutes had been circulated to staff 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
37/22	<p><u>Matters arising</u></p> <p>23/22 03/22 Linking Governor information to the Twitter feed. LM had asked Governors to send a short bio for this. The deadline was set at 19 July 2022. LG asked if Governors could use the previous bio that was uploaded to the website. LM said that this is acceptable if still appropriate. Governors to send to LM in the first place who will forward to Elaine Gray for uploading.</p> <p>23/22 03/22 Skills Audit Training – LG to set up an informal session.</p>	<p>All</p> <p>LG</p>

	<p>23/22 03/22 New Governor Induction. CC and LFL have completed this training. LFL undertook the training online and felt that the material could have been condensed into a much shorter session. MB commented that the in-person training was much more beneficial. CC also completed the online Safeguarding training. LM said that training will probably remain online and urged Governors to identify the training that they require and book it independently.</p> <p>There were no further outstanding actions from these minutes.</p>	All
38/22	<p><u>Review of minutes from Curriculum 26 May 2022</u> (for information only) The minutes had been circulated to staff prior to this meeting.</p>	
39/22	<p><u>Matters arising</u> 18/22 A date to be set for Governors to meet to discuss the website audit. 21/22 Governors recognised the huge amount of work that had been done on Markeaton curriculum and Markeaton Minds. LG asked if the slides that EE had created could be circulated. EE to send to BW who will distribute to all Governors.</p>	LM/IJ
40/22	<p><u>Review of minutes from Resources 30 June 2022</u> (for information only) The minutes had been circulated to staff prior to this meeting.</p>	
41/22	<p><u>Matters arising</u> LM asked if there was anything that MB felt should be reported back from the recent Resources meeting. MB said that the same maintenance issues remain. There is a very healthy budget carry forward amount.</p>	
42/22	<p><u>Website Audit - Also see 39/22 18/22.</u> As discussed previously, a date will be set for Governors to meet. HR asked how an audit can be done together as a group. IJ said that there were currently 4 audits per year and that the most recent was not the most favourable. LW commented that there is so much information there and that it will be the first place that Ofsted look. MB asked if there were any 3rd party reports available. IJ said that there is one from Kate Nash which gives points to improve upon. It would be beneficial for parents and Governors to check the website. EE said that it will also be beneficial to look at other schools' websites too. IJ said that it is essential that the website information is up to date. The gov.uk website shows what is required. LM said that it is important that Governors look at it. The deadline for any outstanding Governor information is the beginning of term in September.</p>	<p>LM</p> <p>All</p>
43/22	<p><u>Headteacher's Report – Verbal Update</u> Results - IJ had circulated the 2022 statutory assessment results for FS2 GLD, Y1/Y2 Phonics, KS1 SATs and KS2 SATs. The document included the 2022 Prediction, 2022 Result, the Local and National averages. IJ explained to Governors the meaning of EXP and GD in the context of the document. This led to a detailed discussion amongst Governors. LFL asked if the information includes pupil with special needs. IJ pointed Governors in the direction of the Context Statement which explained this. IJ explained further to help clarify. HR asked how the predictions are made. IJ explained that the children are assessed at the beginning of the year. EE said that predictions may be low but then teachers work hard to help the children achieve good</p>	

	<p>results. MB asked how the results compare to pre-Covid results. IJ said that Phonics is very similar but all other areas are lower due to the disruption. IJ said that his initial thoughts on the results are that he is very pleased. IJ said that the data in isolation shows that the results are above both local and national levels. This only tells half the story though. LM stated that staff should be incredibly proud of the phenomenal data results. IJ said that it has been hard going for the Y6 teachers since there has been no formal assessment for 3 years.</p> <p>IJ said that the last page and a half of the document shows progress using the Birmingham Toolkit which has allowed staff to plan, assess and review progress of the SEND children. IJ explained the data. HR asked how teachers manage to measure progress. IJ said that prior to the Birmingham Toolkit it was very difficult. The Toolkit is also a curriculum and an assessment tool. LFL commented that had seen this in action on a visit to the school with CC. She felt that this is a really good exercise for all staff as it helped her understand it.</p> <p>EE said that she had approached a company called PPA Cover Ltd and they had started to cover French/Music in KS2 throughout the year. This has freed up HLT time. IJ asked if there were any further comments on the data. LM said that they were fantastic results.</p> <p>Safeguarding Audit – IJ explained that this is something that takes place each year using an assessment tool. It is now complete.</p> <p>School Development Priorities – IJ explained that there are 4 targets with evidence to support them and the impact of doing so. IJ said that the first target has been met. The Deep Dive visit in History by Vince Hampton was very positive and stated that vocabulary was rich and varied. EE said that this was like a practice Ofsted visit and he watched lessons, spoke to staff and children and looked at books. This was during one afternoon. EE explained the visit in detail. Governors thanked EE for all of the hard work that she had put in. A report was produced at the end of the visit identifying strengths and weaknesses. IJ said that Ofsted will want to see consistency in subjects. Now that school has been through the deep dive in history, there is a blue print to use for other subjects.</p> <p>EE also informed Governors of a timeline that was being created to be on display alongside the staircase. This will be a bespoke timeline specific to Markeaton School.</p> <p>IJ said that target 2 is not quite met yet. The benefit of using Sir Linkalot has now divided staff. Target 3 has also been met but will continue. Target 4 has also been met with sufficient evidence to support this.</p> <p>Questionnaires – There had been 189 responses from the circulated questionnaires. Every answer received above 3 which is very positive. LFL asked if she could look at the wording of the questionnaires. IJ said that this would be useful. Governors discussed the merits of face to face parents' evenings and online meetings. LM said that parent pop-ins were proving successful. Enjoyment of school dinners has improved.</p> <p>Markeaton Minds – IJ said that this is mentioned in school often and is very powerful. IJ had put together a video to put on the website. This was shown to Governors who thought it an excellent tool to demonstrate <u>Markeaton Minds</u>.</p>	
44/22	<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</p>	

	<p>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>Rather than discuss the policies individually, LM suggested that Governors contact LM/SS with queries. All to be signed off in the next FGB in September.</p>	All
45/22	<p><u>Covid 19 Update</u></p> <p>This item to be removed from the agenda as there is now no significant impact from Covid.</p>	BW to remove
46/22	<p><u>Safeguarding</u></p> <p>LM said that the safeguarding audit is now complete. LM has completed Safer Recruitment training. Changes to the KCSIE document - mandatory Safeguarding training now so all Governors will be required to undertake. LM to ensure access to training. LM also reminded Governors to sign the required sections on Governorhub as they arise.</p>	LM
47/22	<p><u>Wellbeing and Equality</u></p> <p>LM asked how staff are feeling. EE said that they remain in high spirits. IJ said that they still have enthusiasm but also have fatigue which is expected. LFL asked if there will be school closure due to the expected imminent heat wave. IJ said there would not but fans are being installed in all classrooms. LFL also asked if leniency could be shown over squash being brought into school. This would ensure that children are kept hydrated. IJ sanctioned this temporarily and said that children would not be expected to come to school in full uniform, just PE kits.</p>	
48/22	<p><u>What have we achieved from this meeting?</u></p> <p>The results have demonstrated the progress that has been made in school. Governors gave huge thanks to all staff and the PTFA. LM gave thanks to all Governors.</p>	
49/22	<p><u>Determination of confidentiality of business</u></p> <p>None.</p>	
50/22	<p>Dates of next meetings –</p> <p>Proposed dates to be distributed. There will be 1 extra FGB meeting.</p> <p><i>All Meeting Dates for 2022-23 will be on Governorhub</i></p>	

The meeting ended at 6.55 pm

Signed _____ Dated _____