



Markeaton Primary School, Bromley Street, Derby DE22 1HL

MINUTES
Full Governing Board Meeting
Thursday 25th November 2021 at 5.30 pm

<u>Item</u>	<u>Topic</u>	<u>ACTIONS</u>
62/21	<p><u>Present</u></p> <p>Laura Martin, Chair (LM), Ian Johnson, Headteacher (IJ), Joanne Fleay (JF), Matt Ball (MB), Louise Wilber, Staff (LW), Harsha Ramesh (HR)</p> <p>In attendance: Emma Edge (EE), Emma Balfour (EB) Assistant Headteachers</p> <p>Clerk: Billie Welford</p> <p><u>Apologies for Absence</u> – Lauren Gascoyne</p>	
63/21	<p><u>Governor Administration</u></p> <p>Declaration of Pecuniary Interests – None declared.</p> <p>Review of Membership – It was discussed previously that before LM becomes the new LA Governor and JF becomes Co-opted, 2 new Parent Governors should be recruited. LM and IJ had met with Claire Connor, a prospective new Parent Governor and circulated details to Governors. She is very keen and comes with a wealth of experience. Governors voted unanimously to recruit Claire as a new Parent Governor. LM to send email details to BW. BW to send out documents.</p> <p>LM had a conversation with another interested parent who again is very keen to support staff. LM and IJ to arrange an informal chat with her. LM stated that financial and HR skills are needed within the board and Governors will be required to acquire skills in these areas.</p> <p>Governor Visits Schedule – This is now ready to be issued.</p> <p>Governor Training and Development – This item to be on the next agenda when LG is present. LM had attended Ofsted training and said that school had been inspected on this new scheme. IJ said that the new framework was in its infancy at the time but there is lots more evidence available now. The Curriculum Families have gained momentum for example.</p> <p>LM also attended a PTFA meeting and stated that the Christmas Fair is going ahead on 11th December with most taking place outside. IJ said there will not be a school disco this year.</p>	<p>Unanimous LM/BW</p>
64/21	<p><u>Review of minutes from FGB 23 September 2021</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>	<p>Accepted</p>

65/21	<p><u>Matters arising</u> 53/21: 33/21 The LA Governor role will remain vacant until 2 parents are recruited 36/21 21/21 05/21 87/20 The Policy Schedule is still work in progress. There were no further outstanding actions from these minutes.</p>	LM
66/21	<p><u>Minutes from Resources meeting 14 October 2021</u> (for information only) The minutes had been circulated to staff prior to this meeting.</p>	
67/21	<p><u>Matters arising</u> None</p>	
68/21	<p><u>Minutes from Curriculum meeting 21 October 2021</u> (for information only) The minutes had been circulated to staff prior to this meeting.</p>	
69/21	<p><u>Matters arising</u> None</p>	
70/21	<p><u>Policies/Documents for Ratification – Circulated</u> Brought to last meeting but not signed off Head Lice Policy Animals in School Policy Records Management and Retention Policy Educational Visits Policy Communications Policy Information Security Policy E-Safety Policy Confidentiality Policy Data Protection Policy Infection Control Policy Bomb Threat Policy Staff ICT & Electronic Devices Policy Invacuation, Lockdown and Evacuation Policy</p> <p>All of the above policies have been amended and ratified. Sally Shaw to upload to Governorhub.</p>	SS
71/21	<p><u>Headteacher's Update</u> IJ explained that he had asked LM if he could bring the updated SEF for this section instead of the Headteacher's update as feedback has been obtained from the LA. IJ said that on page 3 of the SEF he had been asked to focus on the evidence that would support the priority. IJ said that it was too early to show impact at this stage. IJ also explained the reason for the blue on page 4. School has not reached this point yet and as the next Ofsted inspection will be for 1 day, this will not be reviewed. If a different grade is suspected then it may be needed. If the grade was to either go up or down Ofsted will inspect further. IJ said that the rest of the SEF is school judging themselves against Ofsted criteria. Each statement is from the Ofsted Good section and any underlined is a hyperlink. IJ said that the SEF focuses on where the evidence can be found. LM said that it is important to link the monitoring visits to the SEF. LM asked about the LA feedback about the SEF. IJ said that it was a lot better and was reminded to focus on the teaching staff sometimes and be broad with the impact.</p>	

	<p>MB referred IJ to page 12. How can you prove that high quality curriculum resources are used in classrooms? IJ said that children's questionnaires show that their experience is enhanced. MB continued, where is the evidence suggested on page 3 to improve and broaden children's strategies for spelling? EE said that there would be dates in diaries and Pupil Voice. IJ said that it becomes unwieldy if there is too much detail. For example there is Spelling Bee and Twitter, letters to parents. Ofsted might ask the children directly. There was some discussion around spelling in school and Governors enquired about Sir Linkalot. IJ said it was very clever and that without something like this the children forget the spelling of words. EB said that the vast majority of children can spell what they've covered so far. EE said that he teaches that the words look like things or that words can be found within words. EB said that badges and stickers are sent to the children as rewards. LM said there is lots of evidence on the school website and Twitter. IJ said that the website is now up to date and all policies are up to date and uploaded. It would be a good activity for Governors to try to find something on the website before a monitoring visit.</p>	
72/21	<p><u>SLT Benchmarking – IDSR circulated previously</u></p> <p>IJ said that he had been advised to compare our school with others. This had always been done anecdotally before and the document shows that we are on a par with other schools but don't really stand out. There is usually a Deputy Headteacher for a school this size who would not teach. IJ felt that school would not gain from a deputy as there are 2 Assistant Headteachers. EE is now out of the classroom too.</p>	
73/21	<p><u>Best Value for CPD</u></p> <p>IJ posed the question of whether to split the cost of CPD. If other schools can be signed up then the price can be reduced. Some CPD is very expensive. However, IJ said that a lot of CPD is completed online.</p>	
74/21	<p><u>Safeguarding – Full report circulated previously</u></p> <p>See separate confidential minute.</p>	
75/21	<p><u>Wellbeing and Equality</u></p> <p>LM asked about the wellbeing of staff. IJ said that it was difficult to assess. There had been a lot of absences last term because of Covid. EB said that there was no supply staff available anywhere in the City.</p>	
76/21	<p><u>Determination of confidentiality of business</u></p> <p>74/21 Safeguarding section.</p>	
77/21	<p><u>What difference has this meeting made to our pupils?</u></p> <p>The SEF draws attention to where we are heading and enables Governors to hold the Headteacher to account more easily. Also, with links to the SEF, more value can be gained from school monitoring visits.</p>	
78/21	<p>Dates of next meetings –</p> <p>Resources 20 January 2022 at 5pm (Teams) Curriculum 3 February 2022 at 5pm (Teams) FGB 17 February 2022 at 5.30pm (in School)</p> <p><i>All Meeting Dates for 2021-2022 on Governorhub</i></p>	

The meeting ended at 6.30 pm

Signed _____ Dated _____