

Aboyne Lodge JMI School

Minutes of a meeting of the Full Governing Body held on Monday 7 February 2022 at 6 pm In person and on TEAMS

Minutes

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|-------------------|---------|----------------|-----|
| Mr Oliver Milton | COP | Mr Robert Blok | PAR |
| Mr Dan Smith | COP | Ms Alex Farley | PAR |
| Mr Thomas Walsh | COP | | PAR |
| | COP | Ms Clare Sayce | PAR |
| Mr Keith Smithard | HT | Ms Alex Leech | STF |
| Ms Tina Shaw | LA | | |
| Mr Adam Brown | Visitor | | |
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COP= Co-opted Governor; PAR = Parent Governor; STF = Staff Governor; HT = Headteacher;

LA = Local Authority Governor

In Attendance: Andrew Maher (Clerk) Kirsten Landau (Admin)

Key: Questions/challenges to headteacher in **Red**. Action points in **Green**.

- 1. Welcome, apologies for absence:** Apologies received from Robert Blok, Oliver Milton. Cecelia Fenech Brincat has resigned and stepped down.
- 2. Notification of any other business:** Normandy Road Field; HfL contract
- 3. Conflict of interest with agenda items:** None
- 4. Reminder of confidentiality:** GB's attention drawn to the need for confidentiality. The NGA statement will be included on future Agenda.
- 5. Minutes of the last meeting and matters arising**
Agreed as a true record. The Chair will ensure a signed copy is placed in school.
Action: Co-chair

Governors reminded of the need to confirm all declarations on GH:

To confirm - Click on your name [top of screen], declarations [middle of the screen], confirm all declarations

- a. Register of business interest (including governor roles) updated
- b. Code of conduct
- c. Privacy notice
- d. Online safety agreement
- e. Keeping Children Safe in Education

Action: All Governors to confirm.

6. Governor business/impact

Co-Chairs' update

Governors' draft business schedule was presented to the meeting for comment and agreement. Action: Governor input to chairs ahead of next meeting.

Link roles and visits

Discussion took place re: Governor visits. SEN visit discussed and use of visit tracker recommended in order to share visit outcomes. Visits by governors to link staff to be formalised.

Action: all (non-staff) governors to arrange visits with link staff

Action: Co-chairs to organise in-house training on governor visits.

Governor vacancies and elections

Two new co-opted governors joined the meeting formally for the first time. The newly elected parent governor joined the meeting as a visitor, pending DRB clearance and receipt of references.

Staff/ parent surveys

Agreed that surveys take place annually. SEN parent survey to be done every two years.

Action: Co-chair to organize staff survey to take place, this term.

Action co-chairs to reconfirm committee membership, link roles, etc., to accommodate new arrivals to the governing body.

7. Policy update and review

SEND and Complaints policies reviewed.

The Complaints policy is a model policy document from HfL. HT gave an example of a complaint and how the procedure works. Action: reporting complaints to be added to HT report.

Q is there an Internal grievance policy? A: HfL model policy is available.

Q Does a notional SEND budget still exist?

A Allocation is through the whole budget for SEND pupils.

Q. How do we define SEN, how we overcome stigma, how we ensure good awareness of approach amongst/engagement with parent+ community?

A. The school recognises that some children may be on the spectrum or have particular needs but parents see this as a stigma and don't want them on register.

Q What resources are available for SEND?

A Finance report below addresses resources.

8. Headteacher's report

Before and after school club is now in house. Aim is to expand the club as there is a waiting list. With expansion there will need to be an increase in staffing.

School's new website is to become active in the next few weeks. All statutory information will be available on the site. **Action: Governors to proof read the site, looking for errors and spelling mistakes.**

School playground will be back in use after half term.

Covid – an outbreak in Y5 affected 21 out of 28 pupils. . 9 members of staff were also affected during this time period.

School lettings are on the increase. A sports co interested in summer lettings. They have offered to provide a sports festival for y4 and other support for P.E. development.

Q Who has the recommended this company?

A Recommendation came through another HT. The rationale for engaging the new company is that they will provide coaching to improve staff understanding and skills in P.E. with the cost covered through afterschool club provision.

While coaching falls within the remit for Sports Premium, taking over classes does not. Our current provider is providing coaching and football club at a cost to the school

HfL have commissioned a review of the school's financial situation and pointed to ways of coming out of a deficit budget.

A discussion on school numbers took place. School numbers and nursery places are included in the finance section, below.

Attendance: 94.9%. well above average and not an issue. There is a small number of pupils who receive free school meals.

Q What is the level of persistent absence? 3 children make up the majority of persistent absence due to illness. Follow up measures are used as appropriate. The Attendance officer visits the school and offers support & advice. The headteacher has been in contact with these families and their attendance is monitored. The school has the ability to fine parents. This is only used in rare situations – most of the time a warning letter is sufficient - and a fine does not sit well with school attempts to build positive relationships with parents.

Q Following the pandemic, what are pupil responses in terms of anxiety? Staff have worked hard to develop Much of well-being processes. The school are currently working with Waford FC promoting wellbeing and positive mental health sessions for Year 6. We also have a mental Health worker who is in school working with specific groups once a week.

SATS: A discussion on the difference between attainment in reading and maths.

Q Why is attainment lower in maths?

There may be a number of reasons for this. To begin with reading is an easy thing to work on during the lockdown for parents as opposed to Maths. Potentially some of the maths work for Year 6 is harder for some parents too. We have noticed gaps in maths learning which could be that the curriculum hasn't been covered and much as we would have hoped

during the lockdown work. There is also a question about the teaching sequence and curriculum provision which will be looked at.

In terms of Teaching & Learning, does the school as a whole embrace maths less?

A. Across the school, there may be a case for this. Issues in maths are being looked at and addressed. Mastery in maths is being developed as a whole school approach. The Maths lead and a KS1 teacher are on the NCETM/Maths Matric Hub Mastery training course. This is a four year course to develop Maths mastery.

Q Would parents benefit from a seminar demonstrating the Mastery system? This would be useful for parents and can be arranged.

Q what are the Y6 techniques for preparing pupils for SATS? A. Pre-teaching and test practice are employed. However, the breadth of the curriculum is maintained in Y6. There is no “hot housing”.

Finance Discussion: Saved as confidential minutes.

9. Safeguarding.

10. SIC and Resources Committees

Brief reports on committee meetings took place. Minutes made available on Governorhub.

11. AOB: Chair of Resources committee to investigate possibilities for the future of Normandy Road field. HfL contract to be renewed.

12. Meeting Closed 20.05. Future dates: Next Meeting – Monday 21st March 2022