



NURSERY • PRIMARY

ABOYNE LODGE

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Meeting of Full Governing Body**Date**

Monday 03 October 2022 6pm

Location

Aboyne Lodge School

Governing Board

Robert Blok	PAR	Adam Brown	PAR
Thomas Walsh	COP	Alex Farley	PAR
Dan Smith	COP	Nadine Farrar-Hockley	PAR
Keith Smithard	HT	Alex Leech	STF
Tina Shaw	LA	Oliver Milton (Apologies)	PAR
Andrew Maher	(Clerk)	Kirsten Landau	Admin

COP= Co-opted Governor; PAR = Parent Governor; STF = Staff Governor; HT = Headteacher; LA = Local Authority Governor

Key: Questions/challenges to headteacher in *italics*. Action points in **Green**.**1. Notification of any other business:**

HT Performance Management outcome.

2. Reminder of confidentiality: Declaration included in attendance sheet**3. Minutes of the last meeting and matters arising**

Actions from previous meeting taken in each agenda item

4. Headteacher's report.

Governors comments and questions.

• *How are early years outcomes assessed? Can results be improved?*

In-year teacher assessments using Nuffield Early Language Intervention (NELI) have confirmed high order language skills. Actions are taken at once, when teacher assessments flag up issues. For example, there will be an emphasis on writing skills this academic year. Times table practice may be introduced earlier to improve scores at KS2. Writing strategies are also aimed at improving future results

• It was noted that SATs results from KS2 showed strong progress from KS1 and that results, overall had improved since 2019.**• *Was everything in last year's school development plan covered?* Some aspects of SDP will be carried over to this year. School Development Plan has been sent to staff for comment.****• Discussion on reporting safeguarding issues. Staff are actively encouraged to come forward with issues. Paper forms have been re-instated to allow TAs, who may have limited access to computers, to report issues.****• ACTION: KS** to monitor which members of staff are reporting issues via online system and paper forms**• ACTION: KS** CP policies for all clubs/third parties using the school to be collected and reviewed to ensure they meet current requirements.



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- **ACTION: KS** to share Aboyne Lodge's Child Protection policy with ALSA, to share best practice
 - *You reference the implementation of a monitoring and assessment schedule for curriculum leaders – is this something the Governors should/can have sight of?*
Yes – attached to Governor Hub for your perusal
 - SDP: the doc is a work in progress and we should reference the fact that we need final sign off in the next FGB but two practical questions:
At the same time should we conclude on last year's SDP?
I have linked to the document from the last meeting on Gov Hub with all of my annotations. Happy to revisit.
 - *Are we happy with the format? Is this a Herts template?*
It works for me and is very similar to all the templates that I have seen or used before. Happy to reflect on or tweak the format as needed if Governors would like something different or potentially clearer.
 - *Early Learning Goals. Are you able to provide some detail as to how this is measured? You note that 56% is lower than expected and especially in English. Do we have national comparative data and are you able to provide any further context / explanation and any necessary consequent action?*
I think that it's clear that the Reception results were disappointing. Essentially, they are all done on teacher observations via a number of statements. I will seek to find National and local comparisons and add on to Governor Hub, but I am fairly sure they are below both markers. To reach a 'good Level of development' the children must achieve the expectation in Reading and Writing, so our results were only as good as this marker. This highlights the need for a comprehensive synthetic phonics programme that includes writing, which is now in place (Read Write Inc.)
 - *Times Tables Check – what happens to the data and again, can we benchmark it?*
National and local authority results will be reported by the DfE to allow us to benchmark performance although this isn't published until November. There is no pass mark and school level results will not be published in performance tables.
 - *Safeguarding: The data is the conclusion of the 2021/22 data? There appears to be one movement from the last FGB - an increase in 1 on referrals made to social care. It is also useful to see the logging of the 'cause for concerns' forms which I think is a new addition? Would it be possible to confirm what period these were for and whether any lead to action?*
Logging caused for concern is not new: we have just tried to expand on the system to make it easier for TAs to share any concerns. Most staff input any concerns directly on to the cpoms, but we felt there was a potential gap.
 - *Local school partnerships: pre-Covid there was a programme for a handful of students in Y6 from local schools (Abbey School, City School and AL amongst others) who excelled in Maths to go to St Albans Boys School for extra 'stretch' sessions before school on a Thurs morning. Do you know if this is up and running again?*
Yes, we now go to the girls school instead, although we are having trouble freeing staff to take them. Any volunteers would be warmly received.
 - *15% of pupils with SEN support can you please give some insight into how this figure breaks down so I can understand in more granular terms the SEN requirements of the pupils in the school*
I will check the numbers with Ruth an update accordingly. SEN is a blanket term for any child with additional support needs. I have attached an anonymous list on Gov Hub that breaks down the needs across the school for your perusal.
 - *SEN - does the SENCO help in the 'diagnosis' of SEN children eg dyslexia? Does she take any groups for extra (academic) intervention help?*
Yes – there are targeted interventions for individual pupils and small groups where needed. We also have a SEN TA who supports with intervention work.
 - *Y6 SATs - Do you have any idea how other local schools performed. Should we publish the results on our website*
-



These have been published on the website, although some of this data is missing so needs updating

- Health and Safety - Re. the concerns regarding the surface in the playground. There is a specific cleaning fluid for the rubber surface outside Reception. Can attempts be made to regularly clean the surface before considering replacement
- *Can you please elaborate on this monitoring and assessment schedule? Could the outcomes of this be shared with the governors? We discussed the potential for a curriculum dashboard.*

This has been added to Governor Hub – essentially this is an overview of the monitoring for subject leaders and when evaluations/assessments are required to be undertaken. A clear monitoring and assessment schedule has been set out for Subject Leaders to follow which means that our curriculum leads have the opportunity to develop their subject further and ensure that the changes we have made are impactful and adjusted where necessary.

- *Pay – what proportion of the annual pay increase is funded centrally? What provision has been made in the budget for this year for staff pay increase*

The school factored in a 3 percent pay rise which was indicated by the Government. There has been no additional funding to pay for the 5% which was announced during the summer holidays. The school will need to factor this increase in leaving a shortfall in the budget which is already tight.

- *Behaviour - at one of the previous boards - you discussed the focus you were placing on ensuring there was a consistent behavioural standard and "routine" set throughout the school? Has this been fully implemented and any observations?*
- The new behaviour policy is now in place. We have also now implemented the Read Write Inc actions for behaviour across the school e.g the team stop signal. Some of the teachers have attended the 'train the trainer' for STEPs – the Herts approved behaviour system, which needs to be delivered to all staff.
- *Can the website be formally reviewed in line with statutory requirements and best practice?*
ACTION: NFH agreed to check school website comparison with Ofsted guidelines.
- How are we taking account of pupil voice specifically around the impact of curriculum and other changes, and also more broadly?
ACTION: It was agreed that Co-Chairs will include a School Council link role in the revised link roles. **AB** and **AF** to take this idea forward.
- PP and Sports Premium results are included on Governor Hub for perusal.

5. Policy review

The Governing board were asked to approve two policies:

- KS presented the EYFS policy. The Early Years (EY) applies to children from birth until the end of their Reception year.
AGREEMENT: The Full Governing Body approved the policy as presented
- KS also talked through the changes which were required to Child Protection Policy for Schools 2022 following the release of the Keeping children safe in education 2022, which is statutory guidance for school
AGREEMENT: The Full Governing Body approved the policy as presented

6. Safeguarding update

- **ACTION:** Governors are asked to read KCSIE part one. Governors should then sign the CP policy at the next FGB to confirm they have read and understood the document
- New statutory requirement requires governors to be trained in keeping children safe.
ACTION: All Governors are now required to complete the Child Protection in Education online course. All agreed to complete this before the next FGB.
- **ACTION:** Outstanding DRB certs to be shown to KL

7. Governor impact



- The Co-chairs presented Governors' roles and Governing Body composition for this academic year which were discussed and agreed with focus on priority areas.
AGREEMENT: The Full Governing Body approved the proposed link roles
- **ACTION:** Co-Chair requested that all link governors schedule visit at least once termly
- **ACTION:** Governor Business Schedule will be updated to reflect scheduled dates for link governors to report on visits.
- Suggested dates for committee meetings 2022-2023 confirmed subject to SIC amends required.
- **AGREEMENT:** The Full Governing Body elected NFH as chair of SIC committee, as DS stepped down.
- **ACTION:** NFH to confirm SIC meeting dates
- **AGREEMENT:** The Full Governing Body confirmed the Committee memberships.
- Training priorities for governors discussed. 'GREAT 'system introduced.
- Statutory and curriculum roles discussed and agreed.
- Discussion around pupil voice and developing the role of the school council.
- **ACTION:** Performance evaluation (self-evaluations & feedback) to be completed and returned by all governors before the next FGB

8. Parent Survey

Parent survey discussed. Reported around 50% response. Positive and improved responses on Child wellbeing and safety, school, staff, new HT and improved communication.

Summary results as follows:

Agree + Strongly Agree			
Question	2022	2021	YoY
My child is happy at this school	99%	92%	7%
My child feels safe at this school	97%	92%	5%
My child does well at this school	82%	68%	14%
The school has high expectations for my child	51%	30%	21%
The school makes sure its pupils are well behaved	87%	74%	13%
The school makes me aware of what my child will learn during the year	78%	64%	14%
The school lets me know how my child is doing	70%	39%	31%
There are a good range of subjects available at this school	86%	73%	13%
The school supports my child's wider personal development	86%	69%	17%
<i>When I have raised concerns with the school they have been dealt with properly</i>	80%	69%	11%
<i>My child has special educational needs and/or disabilities (SEND) and the school gives them the support they need to succeed</i>	28%	67%	-39%
<i>My child has been bullied and the school dealt with the bullying quickly and effectively</i>	64%	75%	-11%

- **ACTION:** Positive outcomes of the survey to be shared with the wider team – AB/AF

9. SIC update

- Next meeting: 24/11/2022

10. Resources update

- Minutes posted on Governorhub and future dates agreed

11. Clerk's update

- KL thanked for providing updates on Governor responsibilities and DRB records on Governorhub

12. AOB:



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- Meeting voted to agree HT performance management outcome.

13. Future FGB dates:

- Academic year 22-23: 05/12; 06/02; 20/03; 15/05; 10/07

