



MINUTES OF THE FGB MEETING HELD ON MONDAY 20TH NOVEMBER 2023 AT 6.00PM

Present

Kevin Stenson (KS) Co-opted
Sam Birnage (SB) Headteacher
Paul Ashby (PA) LA
Lisa Upson (LU) Parent
Dan Long (DL) Co-opted
Neil Rudge (NR) Co-opted
Emma Smith (ES) Parent (for items 1 to 4)
Mark Woodward (MW) Staff
Katie Evans (KE) Co-opted

Helen King (HK) Assistant Head Inclusion (for item 4)

Apologies

Alex Holmes (AH) Parent

The meeting was quorate

CQ: Challenge Question

The meeting opened at 6.00pm and was chaired by KS.

1. Apologies

Apologies were received from AH. LJ advised that AH had given his apologies for meetings until the New Year due to personal reasons. The governing body accepted these apologies.

2. Items of Urgent Business

There were no items.

3. Declaration of Interests

PA declared that his son is a Town Councillor and District Councillor. SB and ES declared that they were governors at other schools.

4. SEND and Vulnerable Pupils Update

Helen King, Assistant Head – Inclusion, joined the meeting to give a presentation to governors on SEND and Vulnerable Pupils. She outlined some of the issues and impact that increased numbers of SEND and vulnerable pupils was having on the school. **CQ:** NR questioned whether numbers of SEND pupils had increased due to improved identification. HK commented that this was part of the reason but there were also more pupils with needs, especially Communication and Interaction and Social, Emotional and Mental Health. **CQ:** KS questioned whether this was an impact from COVID. HK advised that this may be the reason as there were increasing number of pupils in Early Years

presenting with language and vocabulary needs. SB commented that there was no piece of evidence to qualify that this was as a result of COVID.

(ES left the meeting.)

Governors noted that 5 Children who we Care For pupils had recently joined the school which may be due to an increased number of foster carers in the locality. CQ: NR questioned whether resources were being taken away from other pupils in the school without SEND. HK and SB advised that they were and resources were stretched. SB advised that due to increasing demands from the Local Authority to place children in the school whose needs could not met, and due to some of their policies which did not comply with SEND law, he was proposing that the school take a firmer stance with OCC and make a complaint to the Secretary of State. Governors supporting this proposal.

HK outlined some of the interventions and measures which had been put in place to support pupils. CQ: KS questioned whether there was a danger that it would look as though the school could “cope” if too much support was available. HK commented that there was a duty of care to support the pupils and in some cases there would also be a safeguarding risk if adequate support was not offered. Governors suggested that SB write to the local MP to try and gain his support. SB and HK commented that the situation regarding SEND pupils and stretched resources was similar in other schools.

Governors thanked HK for her presentation.

5. Minutes of the Last Meeting

The minutes of the meeting of 25th September were agreed.

6. Action Points from the Last Meeting

The action points from the meeting of 25th September were reviewed.

SB confirmed that all declarations and confirmations on Governor Hub had been completed and information regarding the SDP and Link Governor roles had been sent home on the school newsletter.

7. Constitutional Items

LJ reported that Jules Burgum and Gemma Hester had resigned as co-opted governors. LJ went on to report that she had received an email from a parent interesting in becoming a governor and a discussion took place around whether one of the current parent governors could be re-appointed into a co-opted role so that a parent governor election could take place. LJ advised that consideration needed to be taken to the make up of the governing body to ensure there was a range of skills and viewpoints. It was agreed that KS would approach a number of local organisations and educators from other schools to try to recruit co-opted governors. Governor recruitment would form an agenda item at the next FGB meeting.

LJ reported that PA's term of office as Local Authority governor was coming to an end. PA confirmed that he would be willing to remain in the role if he was re-appointed. The governing body voted unanimously to appoint PA as Local Authority governor for a three year term of office.

Following the resignation of Gemma Hester, it was agreed that KS would fill the role of Pupil Premium Lead Governor. It was further agreed that LU and MW would be appointed as SDP Link Governors for Behaviour.

It was agreed that NR be appointed as Link Governor for Filtering and Monitoring.

It was agreed that LU be appointed as Link Governor for Attendance.

LJ advised that she would update Governor Hub regarding the new roles and re-appointment dates and send the information to the school office.

Following the discussion which had taken place at the last meeting regarding the collection of diversity data from the governing body, LJ reported that she had sought some advice and confirmed that it was not a statutory requirement. She suggested that governors could complete this information within their Governor Hub profile which could not be seen by any other party and that information did not need to be published on the school website. She advised that an anonymised report could be run if needed. Governors agreed that they would not complete the information.

8. Headteacher's Report

SB introduced his report which had previously been circulated to governors. Regarding attendance, DL reported that attendance letters would be sent to parents for unauthorised absences due to holidays but in these cases parents would not be invited into school for a meeting. Governors agreed that this was a sensible approach.

9. Vision and Values Update

SB reported that governors, staff, children and parents had been consulted regarding the Values and as a result of this consultation, the following four values had been agreed; Kind, Curious, Resilience and Respectful. The following Vision statement was proposed:- Nurturing limitless aspiration for all. This was agreed. SB advised that certificates would be awarded to pupils in assemblies who demonstrated the values and work would also be done in classes. It was agreed that having just four Values provided more focus and these could be used in restorative conversations with pupils.

10. School Development Plan

SB advised that he had updated the School Development Plan following the completion of governor monitoring visits. Governors provided a summary of their visits. It was agreed that governors reporting back on the SDP during a FGB meeting was very valuable and should be repeated at future meetings. It was further agreed that it was very useful for governors to be linked to a priority as they were then able to monitor progress against it due to their increased understanding and knowledge. This would also be invaluable during an Ofsted inspection. **CQ:** KE questioned whether she should continue being the Link Governor for Mastery as she felt she had taken part in the meeting from a staff, rather than a governor perspective. It was agreed that she would be re-appointed as SDP Link Governor for data.

11. Safeguarding, Bullying, Racial, Equality and Health and Safety Issues

There were no items to report.

12. Making a Difference

- Vision and Values
- SEND Update
- School Development Plan

13. Date of Next Meeting

It was agreed that the next meeting would take place on Monday 26th February at 6.00pm.

The meeting closed at 8.25pm.