



**St Wilfrid's CE Primary School
Local Governing Body Meeting
Thursday 26th January 2023 at 4.00pm – remote meeting
Minutes**

Present:

Helena Miller	Head of School
Sadie Gordon	Staff Governor
Andrew Bradley	Chair of St. Wilfrid's (Ex-Officio)
Chioma Ibe	Parent Governor
Kate Rowland	Parent Governor
Rachael Dalton	PCC Appointment
Matt Croxall	PCC Appointment
Paul Good	Director/Diocesan Nominee – until 5.40pm
John Barrett	CEO – until 5.40pm

Apologies

Susanne Budgett	Associate Governor/Deputy Head teacher
Geoff Stevenson	PCC Appointment (Parent)
Adam Hossen	PCC Appointment (Community)

In attendance:

Joanne Love	Minutes
-------------	---------

1. Welcome, Introductions & Opening Prayer

Governors were welcomed to the meeting by The Chair, who led the opening prayer.

Apologies were noted. There were no updates to declarations of pecuniary interests.

AB thanked JL for agreeing to take meeting minutes for the remainder of the academic year.

2. Review and approval of previous minutes from 24th November

AB & NB are liaising regarding the planned training session.

Lettings costings – Agreed that these are adequate as heating is not used during any of these sessions.

Governor visit dates – Plan to co-ordinate teacher and governor visits if staff are linked to multiple governors. Staff will take initiative with times etc.

Minutes approved

3. Executive Head of School Report

HM apologised that the report had been late.

Training

There has been joint inset training with DCE since the last meeting. Strategies and techniques with handwriting, to create a consistent approach.

SLT are focusing on handwriting – staff are the instrument behind what children produce.

School is continuing with Art & Literacy training with cluster schools.

Behaviour

There has been some extreme behaviour displayed in KS1 & KS2 recently, resulting in three fixed term exclusions. In year 1/2 a child is deemed to be a health & safety risk therefore a supply TA has been taken on to work with him. The class teacher is an ECT – training in controlling behaviour has been undertaken. In UKS2 – a CAMHS referral has been made.

Staffing

There has been long term absence in Early Years, the member of staff is now taking part in a phased return, starting next week she will work 3 full days and this will continue until July. The supply teacher who has been covering her absence will work the other two days. Depending on her continued recovery she hopes to return to full time in September.

There has also been disruption to staffing in the Year 2 class, the teacher has also now returned on a phased return.

Strike Day 1st Feb – 4 staff intend to strike leading to the closure of Years 2, 5, 5/6 & 6. Online learning will be set up for the junior classes and work set on dojo for year 2.

Admissions

We now have 14 asylum seeker children in school, mainly affecting years 5 & 6. We are providing EAL support but have not been afforded any additional funding. There is an increase in PA due to school opening earlier – we are working with these families to improve timekeeping.

SIP

NELI & Wellcomm are having the desired impact.

SG reported that having carried out a mock phonics screening she could report that 100% of year 2 retake children will pass the test. Shows the impact of TWL and this will be celebrated with the staff.

Budget

Budgets are currently being scrutinised by SS & JB and Heads/BMs are

required to produce a balanced budget from the revision provided by SS in December. Pay rises for support staff have affected the budgets which are of course backdated to April. HM & JL are meeting with SS & JB next week to discuss the current situation. HM will present a revised version in March.

SIP Partners

Sarah Quinn visited SWCE last week to undertake an audit of EYFS. Positive feedback received especially relating to vocabulary development. Following the audit SG & SB chatted with SQ regarding next steps. Improvement of outdoor area discussed – need to find inexpensive ways of developing this area. HM shared report with Governors.

Staff Appraisals

New appraisal pro forma has been used. SG commented that it was difficult at first but that it turned into a positive experience. Makes targets more personel. Easier to use than previous forms.

Data

Discrepancy around Teacher assessment data and that which is presented to Governors. JB led a discussion re Teacher assessment data and how to look at the results from diagnostic tests. Teacher assessments should be more focused in the future on filling in the gaps which would lead to more accurate decisions. More data will be provided at the next meeting in March.

The Chair thanked the Executive Head for her comprehensive report.

Questions and comments from Governors followed:

MC feedback that the tweaks made to papers were appreciated.

PG raised concerns regarding the impact of Asylum children on the data at the end of the year.

HM reported that some children do not cope well with change and that the year 6 cohort is already challenging. **HM offered to prepare a paper, within the next week, outlining the concerns & issues which PG will take to M. Kane MP.**

KR asked what support is provided if there is an asylum seeker in class.

HM responded that there was no official support provided. SB had applied for additional funding but that it had been declined. A lot of effort is put in with the children but often they do not stay long.

AB asked if there had been any impact on the parental body.

KR & RD fed back that they had not experienced any real impact and that parents just tried to be welcoming.

JB expressed his thanks to SWCE for adapting to change this year, eg the EYFS audit date being brought forward with very little notice. The school is making an incredible contribution to the Trust and he thanked HM and all the staff.

PG also spoke about the remarkable journey SWCE had been on in recent years.

AB commented that JB & PG are working hard on consistency across the Trust. JB said that a lot was going on Trust wise in developing a Scheme of Delegation with emphasis on LGB. Making lines of accountability clear. Structure of meetings may change in the future.

Dates to note

16.2.23 – Safeguarding session for Governors 6-8pm online. **JB will post on Governors Hub.**

AB promoted Diocesan conference on 8.7.2023. **(RD not received newsletter – AB to post on Governors hub)**

4. Governing Body Matters including:

Self-Evaluation Forms –

6 have been returned, 3 expressed a confidence in all areas of school life, 3 Expressed a lack of confidence in some important areas.

One Education offer courses to cover some of these areas. **AB will post on Governors Hub and encourages Governors to attend.**

JB will look at preparing some groundwork before any training is undertaken.

JB will present to Governors regarding budget.

MC offered to try and provide some recordings of speakers that may be of interest & use that he may have access to.

5. Policy Approval

Behaviour Policy

The Autumn term has thrown up some difficult challenges behaviour wise with pockets of children across the school. Children have respect for the majority of staff but problems arise when TAs cover classes and also with the Lunchtime Organisers.

Close partnerships with parents is not always available as there is also a shift in parental respect from some within the school community.

There have also been altercations between parents outside school this term.

G. Maiden & A. Clark carried out research over the Christmas break and put together a behaviour curriculum. This new policy had been used during the last two weeks & SG reported that staff are feeling more supported by it especially the Lunchtime staff. Teaching staff are also reporting that there are less issues to deal with after the lunchtime period.

A behaviour workshop took place for parents today and the lunchtime staff have had training.

HM will share the policy with parents once the governors have approved it.

The change in mind set has to come from staff in order that it can support the children to move forward.

CI expressed admiration for SB with regard to how the challenging behaviour of parents outside school is being managed.

HM stated that code of conduct letters have been sent to parents who do not conform –parental role modelling is currently an issue.
RD asked regarding behaviour training for staff. HM reported that all new staff attend behaviour management training along with annual whole school training.

Policy approved by Governors. AB thanked staff for all the hard work undertaken.

6. Dates for 2022/23 meetings

Thursday 30th March 2023 at 4pm

Thursday 11th May 2023 at 4pm

Thursday 13th July 2023 at 4pm (meet the children)

7. Closing Prayer

Meeting closed @ 5.55pm.

AB gave his apologies for the meeting on 30th March.