



Almondsbury C of E Primary School

Minutes of the Full Governing Body meeting held on Tuesday 5 July 2022 at 4pm in person and on Zoom

Present:

Mr Nadeem Arshad	Mr Ken Baker – Joined 17:30	Mr Nic Baykaa-Murray
Miss Georgia Begbey	Mr Simon Begbey (Chair)	Dr Simon Church
Ms Kate Foster	Mr Roger Halliwell	Mrs Tracey Heaps
Mrs Sue Hewson	Mr Nick Garcia	Mr M Lugg
Mr Sam Marshall Evans (Clerk)	Rev Phillip Rowe	Mr Paul Smith
Mr Sam Turner	Mr Prith Voual	

Item	Details	Action
1: Welcome	<ul style="list-style-type: none"> Mr Begbey welcomed the governors to the meeting. 	
2: Opening Prayer	<ul style="list-style-type: none"> Reverend Rowe led the governing body in prayer. 	
3: Apologies	<ul style="list-style-type: none"> No apologies for absence. The governors were informed that Mr Baker would be joining the meeting at a later time. 	
4: Declaration of Governor Interests	<ul style="list-style-type: none"> No declarations. 	
5: Minutes of Previous Meeting	<ul style="list-style-type: none"> No comments on the minutes of the previous meeting (10/05/2022). Minutes were confirmed as accurate. 	
5.1: School Parliament	<ul style="list-style-type: none"> Mr Begbey introduced Miss Begbey, a representative of the School Parliament (SP), to update the governors on its progress and efficacy. Miss Begbey informed the governors of the SP's efforts this year, which included discussion and voting for the installation of new play equipment. Miss Begbey informed of rewards for participation in the parliament, in addition to detailing its composition (two members from each KS2 class and three from KS1). Miss Begbey informed of some difficulties regarding arranging meetings due to COVID. Mr Begbey asked Miss Begbey what ideas the SP would have for the coming academic year. Miss Begbey informed the governors of requests to improve the KS1 playground and repair the gazebo. 	

<p>5.2: Announcements of Departing Governors</p>	<ul style="list-style-type: none"> Mr Begbey informed the governors that Dr Church, Mr Halliwell, Mrs Heaps and Rev Rowe would be standing down from their governor positions. Thanks were given to all for their participation and efforts through the years, and gifts given. Mr Begbey introduced Mr Marshall Evans, who will be filling the position of Clerk left by Mrs Heaps. Mr Begbey also informed that Mr Mike Jenkins will be filling the position left by Rev Rowe, pending approval. Mr Begbey noted that a new parent governor and community link governor would be required for the next academic year and requested that governors suggest possible applicants who would be suitable for the positions. Ms Foster suggested Kath McLeod. 	
<p>6: Head's Report</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> Mr Smith relayed information from the report, beginning with Achievement of Pupils (Ref: Achievement of Pupils). Mr Smith informed the governors that Year 1 phonics figure improved from 70% to 90% (Ref: Assessment Information – Phonics). The staff are pleased with progress on this. Mr Smith informed that results for Year 2s is positive (Ref: School Targets for Year 2 Pupils/Actual Year 2 Outcomes). Mr Smith also informed that GDS is a 'thing of the past', as children can be assessed later on. Mr Garcia expressed that staff were happy with results. Mr Smith informed that Year 6 reading results are higher than predicted, but other results are not what were expected due to circumstances (COVID). Mr Smith expressed that taking factors into account, the students have done well. Mr Smith informed that SATs results have been received. Reading 82%, Writing 76%, Maths 84% (higher), GPS (76%). Mr Smith also informed that scores are good compared to national average (Ref: School Targets for Year 6 Pupils). Mr Begby asked how scores compared to previous years against national average. Mr Smith informed that previous scores were higher, but the national average has decreased since 2019. Mr Baykaa-Murray informed the governors that mark thresholds haven't changed significantly since 2019. Mr Voual asked if scores had decreased more than national average had done. Mr Smith informed that more students this year may have been hampered by social and emotional needs than usual, in addition to COVID disruption. Ms Foster asked for clarification on threshold scores. Mr Smith informed that tests were being looked at to improve some scores. Ms Foster asked if children would be sent home with more books to assist with improving reading scores. Mr Smith informed that they are given one per week which they are then tested on to ensure retention and development; Children will be assigned books on online system that they can access from home. Mrs Hewson remarked that it would be a good opportunity to assess results and plan going forward. 	

Q	<ul style="list-style-type: none"> Mr Begbey asked if there was a formal action plan regarding results. Mr Smith informed that one would be put together but that results were gratifying. Mr Smith informed the governors that two children who have been on waiting list have been given EHCPs; one is backdated to September, therefore missed funds would be provided (Ref: SEN). Mr Smith informed that Ms Bryant's ELSA time allowance has been increased to allow for more support of SEN children. Mr Smith informed that Year 2 results in maths assessments are very strong (103), quality of education remains strong. Mr Smith also informed that curriculum knowledge has been tweaked to allow for new knowledge gained from training (Mentioned: Nick Garcia geography training). Mr Smith informed the governors that attendance is above national and local average but below school norm due to COVID (Ref: Pupil Issues). 	
Q	<ul style="list-style-type: none"> Mr Voual asked if COVID statistics can be taken out to check if reductions are due to any other factor. Mr Smith informed that COVID reductions can't be filtered out of results, however, term time holidays have increased absence. 	
Q	<ul style="list-style-type: none"> Mr Begbey asked if results are compared to 2019. Paul informed that they are. 	
Q	<ul style="list-style-type: none"> Ms Foster remarked that given the circumstances, absence scores are not surprising given current absence policies. Mr Smith informed that fines may be introduced as part of new DfE Attendance strategy. Mr Begbey requested that pupil absence policy be reviewed in September in line with new guidelines. Mr Smith informed that current COVID absence policy is: upon positive result they must isolate for three days, then return to school, however results may be affected by lack of test kits etc. 	Absence policy review in September.
Q	<ul style="list-style-type: none"> Mr Turner asked if there is any acceptable reason for children to be taken on holiday in term time. Mr Smith informed that parents getting married are given one day for ceremony. Bereavement is also acceptable reason, otherwise there are no exceptions. 	
Q	<ul style="list-style-type: none"> Ms Foster asked if there is policy on parents in armed forces being posted abroad that could affect absences. Paul informed that there is. Mr Begbey informed that there is a policy laid out for all circumstances. Mr Smith informed that Mrs Ellie Cantin is being employed as new EYFS TA. Mrs Amy Rutter has also been employed as EHCP TA. Mr Smith also informed that another staff member needed but no applicants, therefore agency workers would be required in September (Ref: Leadership and Management). Mr Smith informed that Mrs Heather Taylor would continue as Independent Improvement Advisor. Mr Smith requested a volunteer for role in Bridge Schools Partnership from governors by next Thursday. Mr Ashard volunteered. Mr Smith commended all staff for efforts regarding staffing this academic year, given difficult circumstances, in particular; Mr Garcia and Mr Evens leading Maths Mastery; Mrs Brooks leading phonics team and EYFS with Mrs Jones; Mr Dean and Mrs Goode as Deputy Heads and all TAs. 	

Q	<ul style="list-style-type: none"> Ms Foster remarked that Mr Smith leads by example and leadership. Mr Begbey asked that staff be commended in minutes for their efforts this year. Mr Smith informed that SDP is available and copies would be sent out (Ref: SDP). Mr Smith informed the governors that breakfast club was a great success and would be continued and expanded (Ref: Wraparound Care). Ms Foster asked if parents have to reapply for Breakfast club. Mr Smith informed that places for previous members are secure but information is required to ensure that there are no attendance changes. Mr Begbey remarked that the after school provision and breakfast club is commendable given circumstances this year and requested that thanks be given for those who have organised it. 	
Q	<ul style="list-style-type: none"> Mr Turner asked if there were plans for more relaxed activities that children can do between 3:30 and 4:30. Mr Smith informed that when staff club details are confirmed there would be options for those children who would like more relaxed activities. 	
Q	<ul style="list-style-type: none"> Mr Smith informed the governors that clubs have been extended to full terms. 	
Q	<ul style="list-style-type: none"> Mr Turner asked if there is any provision for ad-hoc access to activities. Mr Smith informed that initially there wouldn't be but that it could be looked in to, however there may be logistical difficulties. Mr Turner asked if there was any provision for last minute entry to breakfast club. Mr Smith informed that last accepted entry requests are the night before. 	
Dr Church Left	<ul style="list-style-type: none"> Dr Church left at 17:16; stated that serving as a governor had been a pleasure and wished fellow governors luck in the coming years. 	
7: Policies to Review and Approve: Exclusion Policy SEND Policy Creative Arts Policy	<ul style="list-style-type: none"> Mr Begbey requested questions on policies. No questions offered. Mr Begbey informed the governors that the Creative Arts Policy had not been sent out yet. Rev Rowe proposed approval of policies. Mr Halliwell seconded. Policies approved. 	
8: Update on Almondsbury and St Peter's Partnership from Steering Committee Members	<ul style="list-style-type: none"> Mr Begbey informed that partnership will continue for next academic year. Nothing agreed beyond that but continued partnership is being looked into. Mr Begbey stated that staff improvement as a result of partnership has been commendable. Mr Garcia informed that staff have been commendable in stepping up to fill roles as part of partnership. Mr Garcia remarked that St Peters has benefitted more than Almondsbury from the partnership. Mr Baykaa-Murray concurred that the partnership has benefitted St Peter's hugely. Mr Baykaa-Murray informed that he and Mr Smith are reviewing progress on Friday 8th, but expressed gratitude that partnership is continuing. Mr Baykaa-Murray also informed that SATs results at St Peters are good and parents are happy with partnership. 	

<p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> Mr Baykaa-Murray informed that himself being on site at St Peter's has been a huge benefit. Mr Arshad concurred. Mrs Hewson remarked that she had had concerns that partnership would be detrimental to Almondsbury but results have reassured said concerns, particularly regarding workload for Mr Smith and other staff. Mrs Hewson also remarked that the Bridge Network would help to distribute said workload, but she was nonetheless gratified with results. Mr Turner asked if there would be any way to communicate positive effects via newsletter to reassure parents of Almondsbury. Mr Ashraf remarked that assessment results may create perception that partnership has been detrimental to Almondsbury and asked if efforts could be made to rectify this. Mr Begbey requested that these concerns be addressed in the September newsletter. Ms Foster asked if decisions would be made in the next 12 months regarding partnership continuation and its relation to the Bridge Network. Mr Begbey informed that Bridge Partnership would be expanded upon later, but that there would be a continuation of the partnership in some form. Mr Smith concurred. 	<p>Communication of positive effects of Bridge Partnership in Almondsbury newsletter.</p>
<p>9: FSP Report</p>	<ul style="list-style-type: none"> Mr Begbey informed that the school finances were in a good state of affairs and that there would be a strong carry forward into the next financial year. Mr Halliwell informed that latest health and safety report had been sent out and stated that there were no major issues. Mr Smith informed that renovations to the hall and corridors would be commencing over the summer; classrooms would be refurbished after. Mr Begbey informed that the new forest school area was in place and functioning well. Mr Halliwell informed that new fencing was in place around most of the school perimeter. 	
<p>10: S&C Report</p>	<ul style="list-style-type: none"> Ms Foster informed that presentations were given at the last S&C meeting on Heartsmart were commendable and that related projects will benefit students. Ms Foster also remarked that KUW curriculum was also commendable and that staff had done a great job in putting it together. Ms Foster informed that Maths meeting highlighted that lack of staff is creating pressure on department teams to keep up with workload and commended staff on their efforts given said challenges, but hoped that further support could be allocated (supply teachers etc.) Mr Begbey stated that any governors that would like to take on other roles are welcome to discuss and volunteer. Mr Halliwell informed that he would be happy to support his replacement in getting started in their governor role next academic year. 	

11: AoB	<ul style="list-style-type: none"> ○ Rev Rowe gave his thanks for governors past and present and their efforts. It was reciprocated. ○ Mr Arshad informed us of school toolkit from diversity and inclusion committee and suggested that it be included with relevant curriculum if it isn't already. Mr Smith informed that toolkit had been passed on to Mrs Goode for review and inclusion with autumn term focus on diversity, book week and diversity week. <p>Next Meeting Tuesday 27th September 2022</p>	
12: Next Meeting	<ul style="list-style-type: none"> ○ Next meeting date set to: Tuesday 27th September 2022. ○ Mr Begbey thanked those for their efforts this year and thanked those governors who were leaving their posts for their service. 	