



Almondsbury C of E Primary School

Minutes of the Full Governing Body meeting held on Tuesday 22nd February 2023 at 16:15 in person.

Present:

Mr Nic Baykaa-Murray	Mr Simon Begbey (Chair)	Mr Marco Boscolo
Mr Nick Garcia	Mrs Sue Hewson	Mr Mike Jenkinson
Mr Sam Marshall Evans (Clerk)	Mr Paul Smith	Mr Prithpal Voual
Mrs Sue Wright		

Pol - Point of Information

PoA - Point of Action

PoN - Point of Note

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"> Mr Jenkinson led the governing body in prayer. 	
3: Apologies	<ul style="list-style-type: none"> Apologies were heard for Mr Arshad, Ms Foster, Mr Lugg and Mr Turner. 	
4: Declaration of Governor Interests	<ul style="list-style-type: none"> No interests were declared. 	
5: Minutes of Previous Meeting	<ul style="list-style-type: none"> Mr Begbey informed that the action regarding the Complaints Committee would be carried forward. The minutes of the previous meeting (22/11/22) were confirmed as accurate. 	
6: Head's Report Q	<ul style="list-style-type: none"> Mr Smith relayed information from the report, beginning with Achievement of Pupils (<i>REF: Achievements of Pupils - Assessments</i>). Mr Smith informed that assessment scores and EYFS are strong. SEN remains the same – struggling with staffing but only one more staff member required to resolve this. A staff member is being selected from available agency workers. Mr Begbey asked if implying agency staff to fill the gap would cost more. Mr Smith informed yes. (<i>REF: SEN</i>) Mr Smith informed that parental engagement sessions have been reinstated. Two coffee mornings have been run with South Glos Play Scheme and the other with SEND and You parental support groups. A Jigsaw Thornbury parent session will be held on 28th February. 	

<p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> ○ (REF: <i>Quality of Education</i>) Mr Smith informed that action plans have been completed. Mr Smith has met with Maths, English and KUW teams – all positive. Art, Science and RE leads for Bridge Family from Almondsbury. Strong pedagogy plans in policy (diagram from policy explained by Mr Smith). Monitoring is ongoing. Pupil premium is being run by Rachel Hickey now that her teaching course is completed. ○ Mrs Hewson asked how long recovery funding will last. Mr Smith informed two terms and as yet unsure if funding will continue next year. Pupil premium funding is unaffected. ○ (REF: <i>Attendance</i>) Mr Smith informed that attendance is improving as year progresses. Persistent absence is down. ○ Mr Begbey asked for a definition of persistent absence. Mr Smith informed threshold is any absence value over 10%. ○ Mr Begbey asked what the level of persistent absence was pre-COVID. Mr Smith informed 3%. ○ Mr Begbey asked if illness be separated from other absence data. Mr Smith informed no. ○ (REF: <i>Safeguarding</i>) Mr Smith informed that safeguarding procedures are in place and still outstanding. Some lockdowns have occurred recently. New procedures are in place as a result of said lockdowns. Staff very vigilant in both situations and followed procedures well. ○ (REF: <i>Leadership and Management</i>) Mr Smith informed that Louise Owen has settled in well as the new teacher in Year 5/6. ○ Mr Begeby asked if the current supply teacher in Year 5 will continue in role for terms 5 and 6. Mr Smith informed yes. ○ Mr Smith informed that the SDP has been reviewed and attached for meeting. Governors conference has occurred. Further meetings with RDD have occurred. Next learning walk is next Thursday but will be postponed due to strike action that day. ○ Mr Begeby asked if absences due to strike days are included in absence figures. Mr Smith informed no, absence reasons are specific to children, not effects of adults. 	
<p>7: Policies to Review and Approve</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Begbey informed that there were 5 policies to review and asked for questions on policies. ○ Mr Begbey asked if wording of policies had been checked. Mr Smith informed yes. ○ Mrs Hewson proposed approval. Mr Voual seconded. Policies were approved. 	

<p>8: Chairs Report</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> ○ (REF: <i>St Peter's Partnership</i>) Mr Begbey informed that the partnership continues to be successful. St. Peter's has received more from deal but not to detriment of Almondsbury. Partnership can continue, pending governor's approval. No opposition to this. ○ Mr Smith informed of new staffing setup with Heads of School at St. Peters and Almondsbury, with Mr Smith as Executive Head. Interim leadership structure for Bridge Family of schools to be implemented (pending approval) which would create Strategic Leader role. If approved, Mr Smith would take on Strategic Leader role, meaning Heads of Schools would be required to cover decrease in availability for Executive Head role. Partnership meetings are keen to continue partnership in some form, pending Almondsbury governor approval. ○ Mr Boscolo asked for clarification on roles. Mr Baykaa-Murray informed that whoever takes on Head of School role will be out of class to cover for Mr Smith not being available. ○ Mr Begbey remarked that, given that Mr Smith's time at Almondsbury and St. Peter's would be reduced, do we want to continue with partnership or subsume into Bridge family of schools leadership structure. ○ Mr Begbey asked what the timeline is for Bridge Family structure to begin to be implemented? Mr Smith informed September 2023 and Heads of Schools would be needed for then. ○ Mr Begbey asked when would recruitment for school lead occur. Mr Smith informed that, pending approval of Bridge Family structure, May 2023 at the earliest. This would be temporary as MAT structure would supersede it, therefore it will be an internal appointment. Recruitment of class teachers would be required to backfill need for Heads of Schools. ○ Mr Jenkinson asked if Mr Smith is happy to assume roles. Mr Smith informed yes. Mr Baykaa-Murray informed that when Mr Smith is absent, Katie Goode, Tim Dean and Mr Baykaa-Murray have assumed responsibilities and have gained experience and confidence in roles as a result. ○ Mrs Hewson remarked that is was good that Mr Baykaa-Murray, Katie Goode and Tim Dean have had opportunity to be in current deputy head roles. ○ Mrs Hewson asked about depth of knowledge on finances from other schools; is there any financial risk? Mr Smith informed that finances are known in order to process MAT application. More than 8 schools are expected to be part of the process by the time of conversion to MAT. ○ Mr Boscolo asked for clarification on Mr Smith's future time balance for roles. Mr Smith informed that he is currently SEN Lead, which will be dropped, and OFSTED inspector, which will be reduced. 	
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<p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Voual asked if there are any risks to quality of education as a result of changes? Mr Smith informed that quality will be enhanced as school's resources, knowledge and staff can be shared to support each other. Some staff links are already in place. ○ Mr Voual asked how much time do leads have for roles? Mr Smith informed that they had not started yet but leads have been identified. Leads will get some non-classroom time. ○ Mr Garcia asked if Head of School is full time role, will it be shared at Almondsbury like current structure? Mr Smith informed potentially, as responsibilities have been shared well so far. ○ Mr Begbey remarked that structure may falter due to staffing changes, which could cause issues. Current role balance works well though. ○ Mr Boscolo asked if Almondsbury is one of stronger schools in partnership group, do we gain with further collaboration or lose out due to over-sharing (does Almondsbury benefit or lose out). Mr Smith informed that extra collaboration will be good as improvements have already been demonstrated via current links and projects. ○ Mr Baykaa-Murray remarked that its not just about education for Almondsbury children but all children in local area. This is a core value of CoE schools as well. ○ Mr Boscolo remarked that he was concerned about dilution of strength with sharing. ○ Mrs Hewson informed that all governors had reservations at beginning of partnership, however it has proven to have worked well in last 18 months – solid foundations established in gradual development of partnership. ○ Mr Smith informed that conversion to MAT is also not being rushed due to same principles. ○ Mr Voual asked if school governance impacted by MAT changes. Mr Smith informed yes; a Board of Trustees will be set up and local governance bodies for each school. Funding held by central authority of MAT. ○ Mrs Wright informed that succession planning has also worked well to establish good foundations for partnership and MAT conversion. ○ Mr Begbey requested approval from governors to continue with St. Peter's Partnership from Sep 2023. All agreed. Partnership to continue. ○ Mr Begbey informed of a joint meeting tomorrow for Bridge Partnership which will provide more information on MAT conversion. Questions on finance and structure of MAT not yet decided. 	
<p>9: FSP Report</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Voual requested comments on policies for approval. ○ Mrs Hewson asked if there had been any alterations to polices. Mr Smith informed no major changes, just some corrections of inconsistencies. 	

<p>Q</p> <p>Q</p> <p>Q</p> <p>PoA</p>	<ul style="list-style-type: none"> ○ Mr Begbey proposed approval of policies. Mrs Wright seconded. policies were approved. ○ Mr Voual asked who collected responses for SFVS. Mr Smith informed that he had. ○ Mr Smith informed that SFVS has had minor amendments and requested questions. ○ Mr Begbey asked if an option had been chosen for question 17. Mr Smith informed yes, Yes option had been chosen. ○ Mr Baykaa-Murray proposed approval of SFVS. Mr Garcia seconded. SFVS was approved. ○ Mr Voual informed that finances are in a good position. ○ Mrs Hewson asked about the expenses on electricity and oil. Mr Smith informed that current £25,000 figure is expected to double. Fixed contract set to end in March 2023. LA waiting until 25th March to secure next fixed term supplier. 150-200% increase to current price expected. ○ Mr Begbey informed that an energy consultant is being considered to evaluate energy usage. Mrs Wright to investigate. 	<p>Mrs Wright to investigate energy consultant.</p>
<p>10: S&C Committee Report</p>	<ul style="list-style-type: none"> ○ Mrs Hewson informed that presentations from reception teachers good; nice to get phonics update. Presentation from Tim Dean on Computing impressive; very informative on online safety etc. (what children are learning). ○ Mr Boscolo remarked that the passion and motivation of teachers is apparent. New phonics system appears to be working well. 	
<p>11: AoB</p>	<ul style="list-style-type: none"> ○ Mrs Hewson informed of a gift for Kate North from governors as congratulations for new baby. Kate North will be in on Friday to collect. ○ Mrs Hewson informed of meeting with diocese to discuss priorities for new vicar and what links there are between school and church. Important to have skills with working with children and be willing to come into school regularly. Curious as to composition of pupils proximity to school? Mr Smith informed that 50-55% of pupils live in village. ○ Mr Smith informed that new incumbent vicar not expected to be ex officio in governing body at Almondsbury. ○ Mr Begbey requested formal approval of Ms Foster as LA Governor. Mr Voual proposed, Mr Boscolo seconded. Ms Foster approved. ○ Mr Begbey informed of Kings coronation event and requested if tombola could be borrowed. Invitation to attend extended to governors. ○ Mr Begbey requested any volunteers to go into stocks at event and/or take part in other event activities. ○ Mr Begbey informed that he will send email to look for volunteers. 	

Q	<ul style="list-style-type: none"> ○ Mr Begbey asked if any demonstrations from school clubs could be arranged? Mr Smith informed that singing club demonstration could be arranged. ○ Mr Marshall Evans requested that governors remain behind after meeting in order to take photos for school website. Mr Marshall Evans will contact those not in attendance for suitable photo submission. 	Mr Marshall Evans to update Governor photos on school website.
12: Next Meeting	<ul style="list-style-type: none"> ○ Next meeting date set to: Tuesday 9th May 2023. 	