

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 Lugg led the governing body in prayer. 	
3: Apologies PoN	<ul style="list-style-type: none"> Apologies were heard for Mr Jenkinson, Mr Boscolo and Mr Arshad. Mrs Wright informed prior to meeting that she would be arriving late. Mrs Venita Lewis (Observer/Potential LA Gov.) informed that she cannot make meeting today but will observe S&C meeting instead. Mr Begbey noted his disappointment in the lack of apologies from absent governorors. 	
4: Appointment of Chair, Vice Chair and Clerk 2023-2024	<ul style="list-style-type: none"> Mr Begbey informed that he was happy to chair this and next meeting. Mrs Hewson proposed and Mr Lugg seconded. Mr Begbey was confirmed as Chair. Mr Begbey nominated Mr Voual for Vice Chair. Mr Lugg seconded. Mr Voual was confirmed as Vice Chair. Mr Begbey nominated Mr Marshall Evans for Clerk. Mr Lugg seconded. Mr Marshall Evans was confirmed as Clerk. 	
5: Registration of Pecuniary Interests PoA	<ul style="list-style-type: none"> Mr Marshall Evans will ensure that pecuniary interest forms would be given out at end of meeting for completion and return by governors ASAP. 	Mr Marshall Evans to ensure all governors have signed and returned pecuniary interest forms ASAP.
6: Governors Policy for Confidential Matters	<ul style="list-style-type: none"> Mr Smith informed that policy has not changed from last year except for date on policy. 	

<p>PoA</p>	<ul style="list-style-type: none"> Mr Lugg requested minor formatting and grammatical changes. Mr Smith made minor changes where requested and necessary. Mr Begbey requested a printed updated copy to sign and to be sent around to governors. Mr Marshall Evans will complete this. 	<p>Mr Marshall Evans to distribute updated confidentiality policy to all governors.</p>
<p>Pol</p>	<ul style="list-style-type: none"> Mrs Wright arrived at 16:11. 	
<p>7: Minutes of Previous Meeting</p> <p>Q</p> <p>PoA</p> <p>PoA</p>	<ul style="list-style-type: none"> Mrs Hewson requested change on page 5 (Head's Report), removing her name and replacing with Mrs Wright's. Minutes were confirmed as accurate after this minor change. (REF: PoA from minutes of FGB meeting 11.07.23) Mr Begbey asked about installation of automatic door between kitchen and hall. Mr Smith explained it would be very expensive. Mr Lugg informed that it must be removed as a fire escape. The issue will be added to agenda of next FSP meeting. Mr Begbey requested that the action regarding GaT policy be moved to the next FGB meeting due to absence of Mr Boscolo. The action will be move to the next FG meeting. Mr Begbey informed that Mrs Venita Lewis is looking to join in LA governor role. Mrs Hewson informed that she will be staying on as governor and is working through renewal process currently. Advertising for governor roles has been arranged. Mr Begbey informed that Mr Dean and Mrs Goode would be joining as staff governors to replace Mr Baykaa-Murray. Mr Dean and Mrs Goode introduced themselves. Mr Begbey requested approval for Mr Dean and Mrs Goode as staff governors. Mr Dean and Mrs Goode were approved as staff governors. 	<p>Fire door discussion to be added to next FSP meeting agenda.</p> <p>Mr Boscolo to look at GaT policy to determine if its review is to be brought forward to FGB meeting 21.11.23</p>
<p>8: Head's Report</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> (REF: Achievement of Pupils) Mr Smith informed that marking reviews have been applied for and rejected for selected pupils. Results are unchanged. Mr Begbey asked why. Mrs Goode explained that they didn't meet undisclosed mark scheme. Mr Smith informed that results are good in KS1 and 2, higher than national and local averages. Results are still technically provisional. Mr Smith informed that KS1 SATs are no longer required this year. Tests will still be produced however for internal assessment tracking which will be done. Mr Smith informed that KS1 and KS2 targets are high. Mrs Hewson asked about GDS target level. Mrs Goode explained that the target is cohort specific due to missed chunks of learning due to COVID. Will be some years until new outcomes become apparent. Mr Smith informed that Bridge Family is focusing on writing but will be at least 18 months until outcomes are seen. 	

Q	<ul style="list-style-type: none"> Mr Voual asked how targets are calculated. Mr Smith explained that current attainment is looked at and what trajectory is/which milestones have been achieved. 	
Q	<ul style="list-style-type: none"> Mr Begbey asked what GDS target should be. Mr Smith explained high 20s prior to COVID – for current cohort it is lower than national. 	
Q	<ul style="list-style-type: none"> (REF: SEN) Mr Smith informed that 2 EHCPs have left to other schools. 2 pupils are currently being assessed for EHCP. Evidence is being collected for a third, results in November. Mr Smith informed that there are 2 looked after children now instead of 4, 1 of which is currently being assessed. Mr Smith informed of 1 child in reception with full transition funding, 1 without due to lack of data from preschool, currently being discussed with LA. 	
Q	<ul style="list-style-type: none"> Mrs Hewson asked if transitional funding is for 1 year. Mr Smith explained yes and after that EHCP funding is applied for - £5,400 for the year. Mr Begbey remarked that the difference between receiving funding and getting staff is tricky. Mr Smith informed that 1 TA is increasing hours and 1 other is also increasing to cover for time being. 	
Q	<ul style="list-style-type: none"> Mr Smith informed that curriculum team meetings are this week. Mr Dean asked if governors are known for each team. Mr Smith explained it will be determined later in the FGB meeting. 	
Pol	<ul style="list-style-type: none"> Mr Turner arrived at 16:35. 	
Q	<ul style="list-style-type: none"> Mr Smith informed that MRs Goode and Mr Dean have been observing classrooms this week. Mr Dean informed that Reception were very engaged in learning. Mrs Goode informed that behaviour language is consistent which is positive. Mr Smith informed that new behaviour policy is in place now. Mr Begbey asked about the behaviour policy's impact so far. Mr Dean explained that it had yielded positive results so far. Mr Smith informed that Mr Dean has adjusted PP to be primarily in-class support after research showing positive outcomes. 	
Q	<ul style="list-style-type: none"> (REF: Attendance) Mr Smith informed that attendance was better as last academic year went on but still below pre-pandemic values. Mr Dean said persistent absence is high but due to two children skewing figures. Mr Smith informed that current attendance is 96%. Mr Begbey asked for comparison to last year. Mr Smith explained said up from last year. Mr Begbey asked if same children from last year are still present to skew figures. 	
Q		

Q	<ul style="list-style-type: none"> ○ Mrs Hewson asked if free school meal children are being targeted regarding persistent absence due to the large numbers of these pupils affecting figures. Mr Smith explained yes. Mrs Hewson asked if figures have changed. Mr Smith explained that figures are somewhat better but confidentiality issues prevent further discussion at this time. 	
Q		
Q	<ul style="list-style-type: none"> ○ (REF: Pupil Numbers) Mr Smith informed that school has 308 pupils now, contrary to report. Mr Begbey asked if the LA was putting through the extra children. Mr Smith explained yes. 	
Q	<ul style="list-style-type: none"> ○ Mr Lugg asked about pupil limits. Mr Smith explained a breach is possible but not in Year 1 and 2, though exception has been given due to twins joining. Mr Smith also explained there is a limit depending on year group sizes. ○ (REF: Safeguarding) Mr Smith informed that safeguarding training completed on INSET day for staff. Governors will complete training after November's meeting. Mr Smith also informed of the upcoming safeguarding review in November. ○ (REF: Personal Development) Mr Smith informed that ELSA/TA Ms Michelle Bryant has left role to join police force. Mr Smith informed that another staff member is filling in on an ad-hoc basis until training is complete. 	
Q	<ul style="list-style-type: none"> ○ Mrs Hewson asked how many children need ELSA provision. Mr Dean explained last year that 24 children had sessions and subsequent drop-ins when necessary. 	
PoA	<ul style="list-style-type: none"> ○ Mr Smith requested that all governors need to read Part 3 and annex A & B of KSCIE. Mr Marshall Evans will send out email reminding governors to confirm reading of this and other policies by 20th October. ○ (REF: H&S) Mr Smith informed that RAAC assessment came back negative. ○ Mr Smith informed that roof repairs on hall are still in progress. Mr Begbey asked if contractors have been paid yet. Mr Smith explained no. ○ Mr Smith informed that Mr Marshall Evans had carried out maintenance and repairs in temporary caretaker role over the summer holiday period. ○ (REF: Leadership and Management) Mr Smith informed that new teaching staff Mrs Lauren Lansdown and Ms Molly Whittingham have settled in well. ○ Mr Smith informed that caretaker and TA/ELSA roles have been advertised for. ○ Mrs Hewson informed that she had bought presents for Ms Michelle Bryant on behalf of governors. ○ Mr Smith informed that cover has been secured for 2 EHCP pupils until staff can be secured. 1 TA has left on ill health leave. ○ Mr Smith informed that Bridge Family of Schools action plan has been written and sent out. INSET day for staff on 20th October to relaunch Bridge Family with focus on enquiry. 	Mr Marshall Evans to email governors a reminder to confirm reading of: KSCIE Part 3 & Annex A & B, Child Protection Policy, Confidentiality Policy, Safeguarding Policy, Whistleblowing Policy, Governors Code of Conduct and Governors Responsibilities & Links. Governors must confirm reading by 20 th October.

<p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> ○ (REF: SDP) Mr Smith informed that SDP has been written and distributed for this academic year. Breakdown of associated staff is on Head's Report. ○ Mrs Hewson asked who wrote different sections of SDP. Mr Smith explained its was a mixture of himself, Mr Dean and Mrs Goode. ○ Mr Smith informed that SEF has been updated with outcomes for pupils from last July, as well as other small tweaks. Governors should all have copies of SDP/SEF, KCSIE, and Bridge Family of Schools documentation. ○ Mrs Wright asked about payments to Bridge Family. Mr Smith explained that all payments go to St Peter's do be dealt with by member of staff there. ○ (REF: Wraparound Care) Mr Smith informed that Ms Michelle Bryant has been replaced by Mrs Jenna Heaps at Breakfast Club. Extended wraparound care to 17:30 has increased by 20 to between 20-30 children. Breakfast Club demand has increased also. Mr Begbey asked about any unmet demand. Mr Smith explained this is only due to first choice children. 	
<p>9: Policies to Review and Approve</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Begbey asked for thoughts and questions on policies. Mr Lugg informed he would sent through minor policy corrections to Mr Smith. Governors thanks Mr Lugg for doing so. ○ Mr Begbey asked if cheque payments could be done electronically. Mr Smith explained that by January Arbor will be used for all school-related payments from parents. When training has been completed on this, parents will be informed of this change. ○ Mr Lugg proposed accepting all policy changes. Mrs Wright seconded. Policies were approved. ○ Mr Begbey asked for clarification on changes to behaviour policy. Mr Dean explained that staff had received training on emotion coaching to talk to children about how they are feeling rather than beginning with their behaviour. Behaviour is then dealt with when emotions behind behaviour have been discussed. ○ Mrs Hewson asked if this is used in every incident. Mr Dean explained yes. ○ Mrs Goode informed that policy has been streamlined, such as use of Ready, Respectful, Safe golden rules. Also consistency among staff with language used when dealing with incidents, including use of scripts to assist with emotion coaching. ○ Mr Dean informed that policy is already working positively. Mr Garcia remarked that streamlining is hugely helpful in KS1 as new language is less complex so children can understand better. ○ Mrs Hewson asked if TA staff and lunchtime staff have also been involved. Mr Smith explained that all staff have received training. Playtime is also being made more inclusive. 	

<p>12: Chair's Report</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>PoA</p> <p>Q</p> <p>PoA</p>	<ul style="list-style-type: none"> ○ Mrs Hewson asked who is currently on committee. Mr Begbey explained currently himself and Mr Arshad as representatives. ○ Mr Voual remarked that proper assessment would need to be done but could be useful. ○ Mrs Hewson remarked that all governors need to be aware of developments and worried of needless extra layer to current structure. ○ Mr Voual remarked that separate meeting is warranted due to lengthy discussion at previous meeting on similar subjects. ○ Mrs Hewson asked about responsibilities of current committee. Mr Begbey explained that all governors have responsibility for trust formation as with other responsibilities but smaller committees provide a more suitable discussion space for those who are keen to review process in further detail. ○ Mr Turner remarked that transparency is a concern as there is a perceived worry of a lack of transparency in the process of trust formation. ○ Mr Begbey requested those for and against the idea. Mrs Hewson informed she would be against it. Mr Lugg informed he can see the logic behind it but is unsure. ○ Mrs Wright asked which committee fulfils this responsibility at the moment. Mr Smith explained there is none. ○ Mr Voual asked if there are other schools in the Bridge Family who have taken this approach. Mr Smith explained no. ○ Mr Begbey requested that further discussion of the idea would be undertaken at the next FGB meeting when more governors would be in attendance. This will be added to the agenda (under Chair's Report) for the next FGB meeting. ○ Mr Voual asked how many governors could be on the committee. Mr Smith explained there could be 3 maximum. ○ Mr Begbey will send email to all governors regarding the idea in preparation for the next FGB meeting. ○ Mr Begbey informed governors of his intention to give up the role of Chair when possible but remarked that co-chairs for governors is an option if those are interested and asked that governors consider the idea. 	<p>Governors to discuss setting up Bridge Assessment Committee in FGB meeting 21.11.23</p> <p>Mr Begbey to email all governors regarding setting up Bridge Assessment Committee in preparation for FGB meeting 21.11.23</p>
<p>13: Governor Fund</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Begbey asked about governor fund levels. Mrs Hewson explained that it is low and requested that governors contribute £10 instead of £5 if able. All governors agreed. 	
<p>14: Confirmation of Future Meeting Dates</p> <p>Q</p>	<ul style="list-style-type: none"> ○ Mr Begbey asked if there are any issues with future meeting dates. Mr Voual informed that October 10th is not suitable for FSP meeting. Mr Smith informed he will liaise with Mr Voual on date change. 	

15: Reflective Question	<ul style="list-style-type: none"> Mr Begbey requested that governors reflect on the question 'Where have we made a difference today?' for a moment. Governors did so. 	
16: AoB Q / PoA Q PoA	<ul style="list-style-type: none"> Mr Begbey called for any other business. Mr Voual asked for clarification on timelines when sending out Bridge Committee email. Mr Begbey will include timeline with email. Mr Lugg asked about publishing on school website. Mr Smith explained he would go through any questions with Mr Lugg post meeting. Mr Marshall Evans will add Governor Links and Responsibilities and Interests to website as soon as possible. Mr Marshall Evans requested that all governors take a copy of pecuniary interest form to sign and return before leaving. 	Mr Begbey will include Bridge Family timeline when sending out Bridge Committee email. Mr Marshall Evans will add Governor Links and Responsibilities and Interests to website as soon as possible.
17: Date of Next Meeting	<ul style="list-style-type: none"> Next FGB meeting will take place on 21.11.23 at 16:00. 	