

BANISTER PRIMARY SCHOOL
MEETING OF THE FULL GOVERNING BODY
THURSDAY 26th MAY 2022
9.00 A.M. IN SCHOOL (HYRBID)

MINUTES

Present	Initials	Apologies	Initials
P K McBride (Chair)	Mac	Matthew Turpin	MT
Kate Vincent (Headteacher)	KV	Ibrahim Enemosah	IE
Peter Davison (Remote)	PD	Vivek Kohli	VK
Richard Congreve	RC	Romana Syed	RS
Christina Spiers	CS		
Hayley Joy	HJ		
Steve Leggett	SL		
		Absent	Initials
		Marion Clelland	MC
		Megan Streb	MS
		Luke Newman	LN
		In Attendance	Initials
		Katie Pevreall (Clerk) (Remote)	KP
		David Hockin (SBM)	DH

No	Actions
1	Welcome, Present and Apologies
1a	Mac welcomed everyone to the meeting, apologies were accepted from MT and RS. It was noted that VK and IE may join late if they were able to.
2	Declaration of Interest
2a	None were declared.
3	Minutes and Actions from Previous Meeting
3a	The minutes of the previous meeting were agreed as a true record and signed by the Chair. There were no actions.
4	Correspondence
4a	None to discuss.
5	Communications Between Headteacher and Governors
5a	KV had been unwell with Covid but was now better and back in school.
5b	MATs would be discussed under AOB.
6	Subcommittee Reports and Matters Arising
	GP

- 6a** The committee had met on Monday to discuss the 2022/23 budget. A change in staffing structure had been included in the budget and the committee had approved at committee level a budget with a year-end balance of £139,201 surplus. There was an in-year deficit, but it was not a deficit budget.
- 6b** The budget was put to a vote and the FGB unanimously agreed to accept the budget proposed by GP.
- 6c** VK had updated the committee on a health and safety site walk he had carried out. He had noticed a few areas of minor repair work which had been raised with the site team but nothing to cause concern.

Q: Who does the school use for Health and Safety audits?

A: External audits are conducted through the SLA with SCC.

- 6d** The committee had also noted that an increase in extreme weather may result in some trees being removed. Remedial work had been carried out to remove unstable branches.
- 6e** Mac would pursue the best quote for an electric car charging point.

TLC

- 6f** There had been two TLC meetings since the previous FGB. The focus of the most recent meeting was curriculum development. The school had brought in Liz Helsing to support with this, and the school was still on track to achieve this SIP objective within the timeframe despite reduced leadership capacity.
- 6g** Governors had discussed how best to monitor the impact of this work and discussed pupil interviews, and school's own data. TP was currently researching how best to assess the wider curriculum.
- 6h** The committee had also discussed the potential for cooperation within the learning trust and at inter-trust level to share best practice and make processes more efficient. This would be discussed at the next trust meeting.
- 6i** Governors agreed to each take subjects and read the national curriculum so that they were able to have a full understanding when meeting with subject leaders and monitoring progress. It was agreed that in addition to the TLC members who had already chosen their subjects, CS would review PSHE and MC would review RE. **CS/MC**
- 6j** TP would be visiting another school as part of her NPQH. She was looking for a school that went from 'Good' to 'Outstanding' following work on the wider curriculum.
- 6k** The meeting in April had been held so TP could continue to update governors on early reading. The attainment in the November phonics screening had been lower than previous years for Y2 with 83% of children passing the screening.
- 6l** Governors requested that future TLC minutes include the number of children each percentage represented. **KP**

- 6m** TP had noted at the meeting in April that it was already possible to see the impact of the higher quality resources the school had purchased for phonics and reading.

Q: What progress is being made with recovery and catch-up in reading?

A: Generally early reading is still significantly below where it normally would be. Y1 and Y2 have been particularly affected by lockdowns as they did not have the foundations of school to build upon. However, interventions are taking place and progress is being made because of these interventions.

7 2022/23 Budget for Approval

- 7a** This had been agreed in item 6b.

8 Headteacher Report

- 8a** There had been significant changes in staffing. The school had appointed candidates for the two phase-leader roles. One of the appointments was internal. A third candidate had been offered a leadership role with classroom responsibility.

- 8b** Two ECTs had been appointed for class teacher roles. The board discussed the impact of covid on teacher training.

- 8c** The staff absence trend was shared with governors. The data did not include periods of isolation without illness due to covid. There had been a significant increase in the number of days staff were off sick in comparison to academic years prior to the pandemic.

Q: How does this compare with other local primary schools?

A: Headteachers are reporting similar trends.

- 8d** As a result of increased absence there had also been an increase in the spend on supply staff. However, the majority of cover was done in-house and in comparison to other local schools this was still a relatively low spend.

Q: How is the school tackling the high level of absence?

A: We are aware that staff are very tired and do not want to put more pressure on them. However, return-to-work interviews continue to take place.

Q: What does the length of absence have to be for a return-to-work interview to take place?

A: They take place after all absences.

- 8e** The leadership team were aware that in September they would need to ensure that they were promoting a positive mindset to all staff to ensure that they could move forward effectively within the 'new normal'.

9 Leader in Me Update

- 9a** A different teacher would be responsible for Leader in Me from September.

- 9b** KV had contacted the liaison who would be coming in in Summer 2 to carry out a personal development session with all new staff ahead of their start in September. She would then do training with all teachers and LSAs on the online system before September.

10 SEND Update

- 10a** PD would provide an end of year report at the next FGB meeting. **PD**
- 10b** There were currently two EHCPs in process in Y2 which would mean next year's Y3 would have up to six EHCPs.
- 10c** One child who was in Y2 and working at 16-26 months had been turned down for a placement.
- 10d** The school was aware of one child with an EHCP coming into YR in September.

11 Governor Business

- 11a** It was noted that SL and Mac would soon be coming to the end of their term. They both wanted to put themselves forward to renew their term. KP would contact the LA regarding SL, and Mac's co-option would be put to a vote at the next FGB meeting. **KP**
- 11b** RC would be resigning as governor at the end of the school year. **KP**

12 AOB

- 12a** It was noted that the latest White Paper said that all schools should be in a MAT by 2030. Derek Wiles had met with the RSCs to discuss options for the existing learning trusts within the city. However, the government did not want any new MATs to be made up of more than nine schools so there were doubts that the existing trusts could convert to an academy model.
- 12b** The governing body discussed other trusts within the city and their structures. This included some teachers having cross-trust responsibilities.

Page	Item	Action	Resp.
2	6i	CS to review PSHE national curriculum and MC to review RE curriculum	CS/MC
2	6l	Future TLC minutes to include pupil numbers as well as percentages for data	KP
4	10a	PD to provide end of year SEND report at next FGB meeting	PD
4	11a	KP to contact LA re: SL's membership	KP
4	11a	KP to include Mac co-option vote on next FGB agenda	KP