

BANISTER PRIMARY SCHOOL  
MEETING OF THE FULL GOVERNING BODY  
THURSDAY 7<sup>th</sup> DECEMBER 2023  
9.00 A.M. IN SCHOOL (HYBRID)

**MINUTES**

Present	Initials	Apologies	Initials
P K McBride	Mac	Ibrahim Enemosah	IE
Kate Vincent	KV	Matthew Turpin	MT
Peter Davison	PD	Micki Willows	MW
David Anthony	DA		
Vivek Kohli	VK	<b>Absent</b>	<b>Initials</b>
Steve Leggett	SL		
Megan Streb	MS		
Luke Newman	LN	<b>In Attendance</b>	<b>Initials</b>
Nic Waight	NW	Katie Pevreall (Clerk)	KP
Emily Fellows	EF		
Holly Smith	HS		

No		Actions
<b>1</b>	<b>Welcome, Present and Apologies</b>	
<b>1a</b>	Mac welcomed everyone to the meeting. Apologies were accepted from IE, MT and MW.	
<b>2</b>	<b>Declaration of Interest</b>	
<b>2a</b>	None were declared.	
<b>3</b>	<b>Minutes and Actions from Previous Meeting</b>	
<b>3a</b>	The minutes of the previous meeting were agreed as a true record.	
<b>3b</b>	One page policy summaries to be added to policies remained ongoing.	<b>KV</b>
<b>3c</b>	All other actions had been completed.	
<b>3d</b>	The new SIO had visited on 17 <sup>th</sup> November. The focus had been SEND and EAL. The SIO had spoken with the SENCo and all senior leaders and had interviewed subject leaders for Science, Geography and RE.	
<b>3e</b>	Geography was chosen as the subject that required most improvement in the school. This was due to not having a consistent subject leader for the past few years. Science was a focus of the last Ofsted, and RE was one of the strongest subjects in school.	
<b>3f</b>	KV provided a summary of the key points in the report which stated that educational provision was highly effective and consistent across year groups. Safeguarding was effective and the school had strong links with a range of agencies to ensure the most vulnerable pupils and families received support.	

Attendance was in line with the national average but the school still used strategies to further improve attendance. The SIO also agreed with the school's SEF judgements. KV would provide governors with a copy of the SIO report when it was finalised.

KV

- 3g** Governors expressed that training about triangulating evidence would be beneficial. KV would approach a potential facilitator.

KV

#### **4 Correspondence**

- 4a** The school would be supporting with SIO recruitment. Candidates would be visiting the school on the last day of term for a learning walk as part of the process.

#### **5 Communications Between Headteacher and Governors**

- 5a** The school had been significantly affected by a sickness bug in both staff and children. There were also two members of staff off sick longer term. This had resulted in all senior leaders being in the classroom in the past few weeks. This had led to delays in the progress reviews.

#### **6 Subcommittee Reports and Matters Arising**

*GP*

- 6a** The committee had discussed potentially installing new solar panels. The payback looked to be beneficial to the school. The SBM was going to carry out due diligence on the quotes. Since the meeting, SCC had announced that they would be implementing a scheme to install solar panels and both options would be considered.
- 6b** The committee had also discussed other potential capital projects, one of which was around security and fencing. There was a range of views on what was needed and the extent of the risk. The SBM was obtaining quotes, and this would continue to be discussed in subsequent meetings.
- 6c** The school had not carried out a budget reforecast as this was not required by SCC at this time. There was further work to be done on the budget for governors to fully understand the position of the school at this time, however there were no concerns in the information that had been provided.
- 6d** The school had noted the governors' concerns and had looked at the barriers to providing governors with this information. The staffing shortages in the office had been a significant barrier and this was being addressed in the short term with a temporary member of staff in post.
- 6e** Governors were aware that recruitment had been a challenge for the school. The school had discussed how to make vacancies more attractive and had agreed that a six-month post for the office would be advertised based on a fifty-two-week year rather than term time only.
- 6f** The committee had also discussed dinner debt which had started to decrease and would continue to be addressed. Milky Way debt was high, and this would need to be addressed.

- 6g** PP uptake in YR and Y1 was currently low. When staffing levels were normal in the office this was addressed through regular check-ins with families, however this year this had not yet been possible.
- TLC*
- 6h** The committee had received a history update from Christina Young. She had explained the developments in place to make the subject more interesting for children. The school used a six-step inquiry process to teach children how to think like historians. The school had also introduced some additional resources this year called history boxes which could be shared across the trust where possible. It was noted that assessment in history did not have to be written work and presenting information in different ways removed barriers to learning.
- 6i** Tracy Price had also spoken about the work being done across the trust with subject leaders and ECTs.
- 6j** At the next meeting, TLC would look at the Autumn data and the development of phonics.
- 6k** KV noted that the school was reviewing their geography curriculum and comparing buying into a scheme vs creating a curriculum with St John's.

## **7 Writing Presentation**

- 7a** This year, the school was embedding a lot of the processes that were introduced the previous year to clarify the writing journey across the school. NW had been working with ECTs on writing as part of this.
- 7b** Teacher confidence and delivery had improved significantly and there was greater consistency across the key stages.
- 7c** MS left the meeting.
- 7d** Cohesion in children's writing had improved and their confidence in writing was increasing. This resulted in barriers to learning being easier to identify, and interventions were put in place to address these.
- 7e** Work within the trust on writing had been positive and moderations had taken place. At the most recent moderation other schools were keen to adopt some of the strategies the school had implemented for writing journeys.
- 7f** The school was still working to improve GDS writing. This had been a focus at the inset day in October. Part of this was to improve children's understanding of the context of writing, as well as providing rich texts and rich reading vocabulary environments.

***Q: Does the most recent data show an improvement in attainment?***

***A: Yes. The data will be available for January's TLC meeting.***

- 7g** HS left the meeting.
- 7h** The school was part of the Solent Writers Group which met every half term to

look at best practice in writing.

**7i** Mac would visit the school to do a learning walk with NW. **Mac**

## **8 Headteacher Report**

**8a** The Chair had provided constructive and critical feedback following a safeguarding incident. He and KV had discussed KV's decision making process and he had provided questioning. KV noted that this was valuable.

**8b** The 2028 vision had been shared with governors prior to the meeting and some governors had given feedback via email. Governors discussed the potential changes to the document. It was noted that some of the objectives would be ongoing rather than addressed in a linear way and that this might be better reflected in the document. Governors also requested clear milestones to ensure they were able to track progress effectively.

**8c** It was agreed a working group of LN, PD, DA and KV would meet to further discuss the document and bring a revised copy to the next FGB. **Working Group**

## **9 Safeguarding Update**

**9a** Tracy Price and KV had recently completed their two-day DSL training with the LA. NW and Sam Stott would be completing theirs the following week. All governors had completed their safeguarding training.

**9b** EF left the meeting.

**9c** KV noted that there were concerns about youth violence in the city, particularly knife crime. Domestic violence was also increasing and was affecting up to 95% of children on CP plans.

**9d** CPOMs had been updated to include more categories as a result of training. Mac would visit the school to see the recategorisation. **Mac**

## **10 Governor Visits**

**10a** Governors were reminded to submit reports following any visits.

**10b** VK had visited for a health and safety walk the previous week. The pirate ship required some work. There were also some areas of fencing that required improvement, and some areas in the playground that were unlevel. All work was in hand as part of the regular maintenance schedule.

## **11 Policies**

**11a** The school would be consulting on their admissions policy this year. The only proposed change was to include LAC as the first criteria which was statutory. Governors agreed the Admissions Policy could go to consultation.

**11b** The RSE Policy was agreed by all those present.

## **12 AOB**

**12a** None.

Page	Item	Action	Resp.
1	3b	One page policy summaries to be added to policies	KV
2	3f	KV to share finalised SIO report with governors	KV
2	3g	KV to approach facilitator re: triangulation training	KV
4	7i	Mac to carry out writing learning walk with NW	Mac
4	8c	Working group to meet re:2028 vision	Working Group
4	9d	Mac to visit re: CPOMs categories	Mac