

BANISTER PRIMARY SCHOOL
MEETING OF THE FULL GOVERNING BODY
THURSDAY 8th FEBRUARY 2024
9.00 A.M. IN SCHOOL (HYBRID)

MINUTES

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

No		Actions
1	Lighthouse Team	
1a	Governors met with the pupil Lighthouse Team prior to the meeting.	
2	Welcome, present and apologies	
2a	Mac welcomed everyone to the meeting. Apologies were accepted from DA.	
3	Declarations of Interest	
3a	None were declared.	
4	Minutes and Actions from Previous Meeting	
4a	The minutes of the previous meeting were agreed as a true record.	
4b	The draft SIO report had been shared with governors as the school had not yet received the final version. KV had followed this up with Derek Wiles.	
4c	KV had approached a provider about training for governors but had received no reply. She would follow this up.	KV
4d	Mac had visited for a writing learning walk with NW. He commented on the variety of reading materials across the school and the extensive preliminary work put in to fine motor skills prior to writing.	
4e	Mac had visited the school to look at the new CPOMs categories. The new categories allowed the school to track trends and see commonalities more precisely.	
5	Correspondence	
5a	Head of Children's Services, Rob Henderson, was making plans to save money in the education budget. One proposed option was for the cooperative trusts to	

own some of the central services currently provided by the LA's SLAs. Two meetings had been held so far, but the cooperative trusts were not keen.

- 5b** The school had pulled out of the SLA for educational psychologists (EPs) this year due to not being able to access them with the frequency that the school would need. SCLT had gone out to advert to see if the trust could hire a full time EP.
- 5c** The model moving forward was currently unclear and schools were expressing their concerns about the impact on school leadership. It was possible that SENCos would need to be released once a month or half term to discuss and debate which schools would receive funding. The LA was suggesting that new models would be in place for September 2024.
- 5d** The board expressed concerns about the number of alternative provision places and special school places in the city.

6 Communications Between Headteacher and Governors

- 6a** The Chair and HT had met to discuss current capacity in school given the levels of absence. The school had employed an almost full-time member of the staff for the office who would start after the February half term.
- 6b** The school had received two applications for the LSA position and would interview after half term.
- 6c** The school was considering having three teacher and one LSA in a year group, rather than two teachers and two LSAs. This was due to a reduced interest in LSA roles.

Q: How will the school make the decision as to whether this is a better model?

A: It will be trialled in one year group next year. The most experienced teacher would be out of class for coaching and interventions. This change would not require restructuring as there will be LSA vacancies.

7 Subcommittee Reports and Matters Arising

GP

- 7a** The committee had discussed the budget reporting. The reporting was not making it possible for the committee to accurately track the budget, particularly in terms of understanding the expected outcomes at the end of the year. It was noted that the limited reporting was a result of the capacity in the office. The committee had suggested that additional spend on staffing may be necessary to ensure that finances were being appropriately tracked at a governance level.
- 7b** Actions had been taken to write off debts as appropriate. The temp in the office was checking the NI status of all YR, Y1 and Y2 parents to ensure that the school was aware of any child eligible for FSM when they entered Y3. The school was at 30% PP.
- 7c** The committee would review the Milky Way debt at the next meeting.
- 7d** There were no significant changes to the SLAs.

TLC

- 7e** The committee had received an update from the DT lead, Tom Harris. One of his primary objectives was to ensure that the curriculum was meeting the needs of all the children. He had been observing lessons and providing support for teachers on adapting resources.
- 7f** NW had also provided a writing update. The school wanted more able and potentially more able children to attain higher. On the inset day in October, a session had been delivered to staff on the differences between expected and greater depth standard writing with a focus on identifying children who were achieving GDS or almost achieving GDS. The inset also focused on sharing and helping teachers immerse the children in the themes and conventions of the text. Another inset day was taking place in February and teachers would focus on composition and structure.
- 7g** NW and Liam Mccloughlin were part of the Solent Writers Group which gave them the opportunity to see GDS writing from other schools.
- 7h** At least eight Y6 children were on track to obtain GDS in writing.
- 7i** Staff were being encouraged to build their knowledge of children's literature. The school library service was being used positively across school.
- 7j** Data would be discussed at the next meeting.

8 Headteacher Report

- 8a** MT left the meeting.
- 8b** The report had been circulated prior to the meeting.

Q: Will attendance improve moving forward?

A: Requests for holidays have increased significantly but they are being denied. Absence due to illness will decrease once the colder months have passed.

- 8c** It was noted that the school had contracts with children and parents where attendance was a concern. Most families on contracts had improved their attendance significantly. SLT met to discuss the barriers to children attending school on time. The school had written letters to GPs expressing concern if a child had been absent with illness regularly. GPs could not communicate any information back to the school but would be able to raise their own safeguarding concerns if necessary.

Q: How did the school access funding for the Beaulieu trip?

A: We were eligible for funding through the forestry commission due to the level of PP in the school.

- 8d** KV clarified for governors that the PLN was the professional learning network group set up by Tracy Price and Steph Mander (Deputy Head at St John's) and operating across the trust schools.

Q: When teachers make requests for additional resources or training for their subject areas, are those requests being granted? Are teachers asking for the right investments?

A: Yes. We will look at how to provide the resources for the best value for money, but we have not yet turned down a request.

9 Safeguarding Update

- 9a** An update had been provided in the HT report.
- 9b** DSL refresher training had taken place last half term and NW and Natasha Roberts (NR) also had refresher training after half term.
- 9c** The school was finding it challenging for children to be put on CIN or CP despite the school identifying the child as meeting that threshold.
- 9d** There was one LAC and six children on CIN or CP.
- 9e** Following training, the categories for reporting incidents had been reviewed and additional categories added including whether there was an unidentified adult in the home.
- 9f** The school was now working with Mental Health in Schools. There were clear limits as to who they could work with. The next step would be CAMHS, but the waiting lists were long.
- 9g** Training was now being offered to parents to work with children on their mental health at home.
- 9h** Governors were reminded that they needed to complete their Prevent and FGM training. KV would circulate links. **KV
ALL**
- 9i** The safeguarding audit and SCC guidance had been received on 29th January. The school had updated the safeguarding policy in August 2023 in line with KCSIE 2023.

10 Governor Visits

- 10a** Mac and SL had visited for the science training. Teachers were very positive about the training and inspired by it.
- 10b** PD had met with NR on 2nd February to discuss SEND. All EHCPs were now required to have an EP report. PD would share his report with governors.
- 10c** Mac had visited the school to obtain pupil voice about safety in the school. Pupils reported that they felt safe and that they knew who to talk to if they were worried about a situation.

11 Vision for 2030

- 11a** KV, LN and PD had met to look at the draft document provided by KV at the last meeting. LN shared the proposed updated document. They had narrowed it down to five key areas of the school related to the vision. Parents would be

provided with one single page and each area would have a link for more information. There was still work to be done on the vision and any governor was welcome to participate. LN would circulate the updated document and another meeting would be held prior to the next FGB.

LN
Working
Party

12	Policies
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| 12a | The attendance policy had been updated in line with the latest DfE guidance 'Working Together to Improve School Attendance'. This would be reviewed in detail at the next meeting. | FGB |
| 12b | There were minor updates to the Online Safety Policy. It was noted that David Hockin's name was still in the policy and the school would amend this. | |
| 12c | There were no changes to the Supporting Pupils with Medical Conditions Policy and the school confirmed that there was no reason to make any changes. | |
| 12d | The Online Safety Policy and the Supporting Pupils with Medical Conditions Policy were agreed by those present. | |

13	AOB
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13a	None.
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Page	Item	Action	Resp.
1	4c	KV to follow up re: triangulation training	KV
4	9h	All govs to complete prevent and FGB training	ALL
4	9h	KV to circulate prevent and FGM training links	KV
5	11a	LN to circulate updated 2030 vision	LN
5	11a	Working group to meet re:2030 vision	Working Group
5	12a	FGB to review Attendance Policy at next meeting	FGB