

BANISTER PRIMARY SCHOOL
 MEETING OF THE FULL GOVERNING BODY
 THURSDAY 12th SEPTEMBER 2024
 9.00 A.M. IN SCHOOL (HYBRID)

MINUTES

Present	Initials	Apologies	Initials
P K McBride	Mac	Megan Streb	MS
Kate Vincent	KV	Vivek Kohli	VK
Peter Davison	PD		
Matthew Turpin	MT		
Nic Waight	NW	David Anthony	DA
Steve Leggett	SL		
Emily Fellows	EF		
Holly Smith	HS	Cody Pevreall (Clerk)	CP
Luke Newman	LN	Tracy Price (DHT)	TP

No		Actions
1	Welcome, present and apologies	
1a	Mac welcomed everyone to the meeting. Apologies were accepted from VK and MS.	
2	Declarations of Interest	
2a	None were declared.	
2b	Governors were reminded to please update their declarations of interest on GovernorHub.	ALL
3	Election of Chair & Vice Chair	
3a	Mac was nominated as Chair. There were no other nominations. Mac left the room for the duration of the vote and was unanimously elected as Chair.	
3b	MS was unanimously elected as Vice-Chair.	
4	Sub-committee Membership	
4a	The following membership was agreed: <i>GP:</i> VK, Mac, EF, NW, DA, HS and SL <i>TLC:</i> PD, Mac, MT, MS, HS, DA, LN, and EF	
5	Minutes and Actions from Previous Meeting	
5a	The minutes of the previous meeting were agreed as a true record.	
5b	KV would circulate the new safeguarding training link.	KV
5c	Filtering and monitoring processes would be discussed in full at the next FGB meeting. However, following the governors' request that it be disabled until a	

full discussion was had, staff laptops were not being monitored currently. All relevant documents would be circulated prior to the next meeting.

6 Correspondence

- 6a** Governors were made aware of the changes to Ofsted for the academic year.
- 6b** The plans in the city for the schools to be responsible for EHCP allocations was no longer going ahead as schools had largely expressed objection to it.
- 6c** Sarah **Holland** joined the meeting.

7 Leader in Me Update

- 7a** The school would soon be undergoing its assessment for Lighthouse status. The assessors would be looking for consistency across the school at all levels, both for staff and pupils. They would want to see that Leader in Me was embedded throughout the curriculum.
- 7b** The assessors would be given a tour of the school by the children and the children had been practicing for this. Governors were invited to visit the school and be shown around by the children prior to the assessment.
- 7c** The school was ensuring that Leader in Me was being used in every lesson with the appropriate language. There were examples of Leader in Me work all over the school and every classroom now had emotional bank accounts. There were displays that were changed weekly to highlight the children who had shown Leader in Me qualities in culture, academia and leadership.
- 7d** Governors had set their own WIGs for the year related to reading and these were now displayed in school.
- 7e** Governors were assigned year groups as follows to visit prior to the next FGB and monitor class and individual WIGs:
YR: MT
Y1: PD
Y2: SL
Y3: Mac
Y4: EF
Y5: LN
Y6: HS
- 7f** MS had visited the week prior to look at the assessment system and how evidence was gathered.
- 7g** Sarah Holland left the meeting.

8 Receive SIP

- 8a** The five SIP objectives for the year were shared as follows:
1. To further improve the provision and outcomes in Writing especially at GDS for FSM children across the school to achieve above National at each phase and stage in July 2025. Nic Waight was the lead staff member for this, and MT would be the link governor.

2. To further develop checking assessment mechanisms in all subjects to ensure that children know and remember more to enable the children to build on prior knowledge over time with accurate recording. Tracy Price was the lead staff member for this, and PD would be the link governor.
3. To further develop the leadership of Year Leaders to contribute more effectively to whole school targets. Sam Stott was the lead staff member for this, and Mac would be the link governor.
4. To reduce (to below national figures) persistent absences across the school. Lynsey Heller was the lead staff member for this, and **XX** would be the link governor.
5. To further develop the leadership within the school to include children and stakeholders impacting on whole school targets. Sarah Holland and Kate Vincent would be the lead staff members for this, and MS would be the link governor.

9	Agree Terms of Reference	
9a	The Head would confirm the current HTPM process and the FGB and Pay Terms of Reference would be updated to reflect this. The following terms of reference were agreed subject to this clarification: <i>FGB</i> <i>Pay</i> <i>TLC</i> <i>GP</i> <i>Scheme of Delegation</i>	KV
10	Governor Business	
10a	MT left the meeting.	
10b	The parent governor information would be circulated to parents later that day.	CP
11	AOB	
11a	A new governance advisor, Hanna Craggs , had been appointed at the LA.	
12	AOB	
12a	None.	

ACTIONS

Page	Item	Action	Resp.
1	2b	Governors to update and confirm their interests on GovernorHub	ALL
1	5b	KV to circulate new safeguarding training link	KV
3	9a	Head to confirm HTPM process	KV
3	10b	Clerk to circulate parent governor information	CP