

Park House Primary School



FGB Minutes 11th November 2021 - 6pm

Agenda Item:			Lead by:	Actions:
FGB 11.21.01	Welcome/Apologies for absence/ Vacancies	<p>Present: S Kavanagh, M Dore, C Ellis, R Allen, C Stone, M Stanhope, L Smithies, D Daysh, Z Thorpe</p> <p>Via Teams: R Coulson, A Hukins, D Faulkner, L Moore (19.25)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Meeting is being held as a hybrid approach (mix of on site and Teams). ➤ The Clerk reported that there is still a vacancy for an LA Governor. ➤ The Clerk has contacted Maria Thomas at Governor Support but they have no one in the area. They suggested that we as a school advertise for someone but they would still need to be approved by Matlock. The Head would like the position to be filled with someone who has not been connected to the school so as a balance is made. L Smithies may know someone. 	Clerk	<p>Clerk to contact Governor Support with Governor changes.</p> <p>L Smithies</p>
FGB 11.21.02	Declarations of Business Interest and business interests register	<ul style="list-style-type: none"> ➤ The Clerk reported that there are still some Declaration of Interest forms outstanding from Governors. ➤ D Faulkner – Health and Safety ➤ C Ellis – Reception Class 	Chair	

Signed by Chair..... Dated:

<p>FGB 11.21.03</p>	<p>Minutes of the Previous Meeting</p>	<ul style="list-style-type: none"> ➤ The Minutes of the meeting 23rd September were read, agreed as a true record and signed. ➤ FGB 09.21.01 – L A Governor - the Clerk has spoken to Maria Thomas. ➤ FGB 09.21.05 – Staffing – Mrs. Fidler will teach Reception Class and Mrs. Reeve will teach Year 3 from January until Mrs. Watkinson returns following maternity leave. Mrs. Ellis will cover the PPA in Reception Class. ➤ FGB 09.21.09 -Policies – The Policies that were ratified in September are now on the school web page. ➤ FGB 09.21.14 – Training – Training for Governors needs addressing. ➤ FGB 09.21.14 – Complaints Policy – The timeframe within the Complaints Policy needs addressing. ➤ FGB 09.21.05 – Pay Progression – needs to be CONFIDENTIAL 	<p>Chair</p>	
<p>FGB 11.21.04</p>	<p>Governor Vacancies</p>	<ul style="list-style-type: none"> ➤ The LA Governor vacancy has been outlined in FG 11.21.01. ➤ Training – Equality and Diversity – a training session to be organised for both Staff and Governors. ➤ Complaints Process – Governors need to be aware of the process ➤ There are some training sessions on the Governor Hub. ➤ Exclusion Training – M Stanhope interested ➤ Introduction to Governance – C Ellis and L Smithies interested. ➤ Exclusion wording has changed – fixed term = suspension and Exclusion = exclusion. ➤ The Behaviour Policy wording needs changing 	<p>Clerk</p>	<p>Head to confirm date and time.</p> <p>Names to be submitted to the Head for booking on to the courses.</p> <p>Head</p>

Signed by Chair..... Dated:

<p>FGB 11.21.05</p>	<p>Head Teachers Report to Governors</p>	<ul style="list-style-type: none"> ➤ There are 213 children on roll. ➤ 19 have special needs, this is 8.9% of the community. ➤ 23 families attract Pupil Premium, 10.8% are free school meals. ➤ There is a 5th post adoptive child transitioning. ➤ ASIA has done the first monitoring visit ➤ Baseline Assessments have been completed and Quality Assurance visited but no actions raised. ➤ C Ellis reported on the MICE project (Children starting Reception are given a furry animal to bring into school.) The child speaks to the toy so Staff can hear if there are any anxieties or insecurities. The children tell animal stories and read with them. The animal gives the child a link to the school. ➤ The Head is undertaking a coaching project. Looking at Leadership next time. ➤ There are 4 collection points for Data in Reception Class and 3 for the rest of the school. ➤ LA and ASIA do not have too many Data points. ➤ EYFS Data – some of the goals have been tweaked ➤ Assessment comes from observation and communication, a more hands on approach rather than through photographs. ➤ EYFS are either emerging or expected. The information is stored until these children reach Year 6, when the Data reappears to see progress measurements. ➤ Data has not been done for 2 Years due to Covid 19. ➤ The Head is happy with the EYFS Data results. Park House needs to compare Data with other local schools. ➤ If a child is Isolating the absence is authorised if the child tests positive for Covid the absence is unauthorised. ➤ School attendance is at 94.9% which is good. Persistent absents normally 8% but at the moment it is 17.6%. ➤ One family is not doing remote learning but are on their 3rd PCR test – The Head is monitoring the situation. ➤ Fischer Family Trust looked at other absences compared to Covid absences and Covid absences has dipped. 	<p>Head and DHT</p>	
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Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ Due to Covid regulations it is possible that children are coming into school from homes which have the illness and these children could be spreading the illness through the school community. Remote learning puts a strain on the staff with extra marking to do. ➤ There are a lot of holiday requests coming in. As yet no one has been fined but fining may have to be looked at from January 2022. ➤ <u>R Allen asked if an absence goes against a child – The Head replied that it could become a safeguarding issue.</u> ➤ <u>L Smithies asked if families can be referred by school to home education – The Head reported no.</u> ➤ Year 1 will have 31 children from Monday but from January, 1 child is leaving as the family are relocating. ➤ In January the vacant space in both Year 2 and Year 6 will be filled. ➤ The Budget is based on the October Census. The school misses out on the Pupil Premium Plus funding for the child coming into Year 1. ➤ The school has children on the waiting list. The cluster schools have noticed a lot of movement between schools. ➤ There is 1 family at Level 2 TAF (Team around the Family). ➤ The whole school is back on the playground. ➤ Bumps to the head – parents get a text message; this action has been put in place as a child was missed with concussion. ➤ A lot of equipment has been lost on the roof and the local authority need to be contacted to retrieve it. ➤ The school has bought into a behaviour project ➤ Confidential Item Removed. ➤ Low level behaviour is happening. ➤ A Hukins reported that C Ellis has set up playground buddies, 27 have been appointed and they have had 2 sessions of training instead of 4. ➤ The Head would like lunchtime games to start again but time frame and injuries stop activities. 		
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Signed by Chair..... Dated:

	CONFIDENTIAL	<ul style="list-style-type: none"> ➤ The MUGA is too far from the playground and there are not enough staff to supervise the area. ➤ The Behaviour Team are coming in to support but the Head is the school lead. ➤ Confidential Item Removed. ➤ Confidential Item Removed. ➤ The local PCSO and police came into see Year 6 and did a crime scene day with them. Everyone enjoyed the day. ➤ A lot of sporting events have taken place. ➤ Qualitas reported that the children were happy at the Futsal. ➤ Year 4 went to a fencing event today; 3 schools took part and 2 of the Park House teams won. ➤ CrossFit and gymnastics are coming up. ➤ <u><i>D Daysh reported that the school they are associated with have not taken part in any events as they have all been cancelled.</i></u> ➤ CONFIDENTIAL Confidential Item Removed. 		
FGB 11.21.06	Covid 19 Update	<ul style="list-style-type: none"> ➤ Most children are now back in school. ➤ School Led Tutor Programme – need 20 hours of training if not a teacher. Training has been launched this week. ➤ Money in budget £2,100 but if the money is not used it will be taken back at the end of the year. The school has to put 25% of the monies in. Park House are not doing it so the money will be clawed back at the end of the year. 	Head	
FGB 11.21.07	Policies	<ul style="list-style-type: none"> ➤ Teachers Pay Policy – Adopted and Approved. ➤ Pupil Premium – New format – Has to be online by January 2022. A Hukins is the Governor link for Pupil Premium. It is a 3-year document but not all targets have been completed. Some children needed speech and language help. P4YP has picked up some new families. Outcomes need to be clearer. Pupil Premium pays for some TA hours and teachers have been asked to show what the impact has had on these children. Challenges 	Head	Head

Signed by Chair..... Dated:

		<p>will have the same barriers. To be adopted and go on the website.</p> <ul style="list-style-type: none"> ➤ Sports Premium ➤ <u>R Allen asked about the percentage of children being able to swim and how Covid has affected this – Some impact will have been made on the number but there is someone who will bring a pool to the school to give extra help. If children have achieved certificates out side of school, then these can be used as evidence. If the child is a beginner, then school may not be able to get them to the required standard.</u> M Stanhope to look at the report and to report back to S Kavanagh. ➤ <u>Charging Policy</u> – To include that no child will be barred from a trip if parents cannot afford to pay. Some visits are expensive but the PTA does help towards the cost. There is a Viking Day for Year 4 in school. Costs have gone up due to Covid. Governors agreed and to go on website. ➤ <u>L Smithies reported that Derby University can come into school to do things like Viking Days and Victorians.</u> The Head asked if it would be historically accurate – to check. 		<p>Head to bring Sports Premium to January Meeting</p>
<p>FGB 11.21.08</p>	<p>Safeguarding</p>	<ul style="list-style-type: none"> ➤ Confidential Item Removed. ➤ D Faulkner is doing some training. 	<p>Head</p>	
<p>FGB 11.21.09</p>	<p>Finance Report and SEND Funding</p>	<ul style="list-style-type: none"> ➤ The Budget is looking good. ➤ C Ellis has generated a lot of money for special needs. ➤ GRIP hours outside general TA hours. ➤ In the 4-year plan, up to 3rd year everything looking alright but an eye need keeping on the 4th year at the moment but, this could change. ➤ The contract with Vertas ends on the 31st March 2022. The caretaking and cleaning hours could then be increased. Vertas will remove all of their equipment so the school is looking into prices with Candor to replace the equipment when the time comes. A job advertisement needs placing in January for either 	<p>Head and DHT</p>	

Signed by Chair..... Dated:

		<p>a caretaker or a site supervisor. S Kavanagh to talk with HR to look at an advert for a caretaker.</p> <ul style="list-style-type: none"> ➤ Tree survey – low risk work – to get quotes- a year has been given. ➤ Gap money – the money has been spent on booster sessions. £4,000 Pupil Premium money has been kept to one side and can be used for Breakfast Club and trips. ➤ The school has overspent on TA hours. ➤ There are some refunds from insurances - £5,000 maternity costs refunded. ➤ The carry forward will be £71,110 this year. ➤ Admin changes have not been filled. There are 7 hours in the office that could be filled. Some of the jobs need doing daily. The Governors agreed for the Head to ask the Admin Clerk if they would like the extra hours. The Head will report back via Governor Hub 		<p>Head</p> <p>Head</p> <p>Head</p>
<p>FGB 11.21.10</p>	<p>Health and Safety / Accident Book</p>	<ul style="list-style-type: none"> ➤ No injuries. ➤ The trim trail has been assessed and is in need of repair. ➤ The defibrillator box that D Faulkner got the funding for the installation of, has been put on the wall near the bus stop, for the use of the wider community. The box just needs the defib putting in and the testing to be carried out. ➤ £850 was given by the Parish Council and in agreement with the Parish Council the excess money will be spent on outdoor seating within the grounds of the school. ➤ S Kavanagh asked D Faulkner to thank the Parish Council for their support. ➤ S Kavanagh reported that a Grandparent had asked if the pavement outside school could be cleared of leaves – D Faulkner will look into this. ➤ The school crossing patrol is still an issue. DCC have been unable to recruit someone. DCC would like someone local to fill the role but there are shortages across the county. S Kavanagh asked if the Parish Council could help. D Faulkner to look into this. S Kavanagh is going to ask the county for the money back as the Parish Council donate £3,000 towards the funding of the crossing patrol and the school is not receiving the support at 	<p>Head</p>	<p>D Faulkner</p>

Signed by Chair..... Dated:

		<p>the moment.</p> <ul style="list-style-type: none"> ➤ The Area Surveyor has been around the school with the Head and a million pounds worth of work has been asked for. ➤ The roof is leaking outside the Year 3 classroom. ➤ Fire safety work is needed. ➤ All the windows are domestic but commercial windows are needed. ➤ The IMPs maintenance program is paid into by the school but the joint match funding panel has not been heard yet. 		
FGB 11.21.11	Staffing CONFIDENTIAL	Confidential Item Removed.	Head	
FGB 11.21.12	Correspondence	➤ Leave of absence request	Chair	
FGB 11.21.13	Any Other Business	➤ None	Chair	
FGB 11.21.14	To agree confidential items	<ul style="list-style-type: none"> ➤ Staffing ➤ Pay Committee ➤ Asia report ➤ Temporary ban from site 	Chair/Clerk	

Signed by Chair..... Dated:

<p>FGB 11.21.15</p>	<p>What have we achieved tonight that will improve the outcomes for the children in our school</p>	<ul style="list-style-type: none"> ➤ Ratified policies ➤ Defib ➤ Predominantly on site ➤ Pupil Premium Policy 	<p>Chair</p>	
<p>FGB 11.21.16</p>	<p>Date and time of next meeting.</p>	<p>Thursday 20th January 2022</p> <p>Thursday 10th March 2022</p> <p>Thursday 28th April 2022</p> <p>Thursday 23rd June 2022</p>	<p>Clerk</p>	

Signed by Chair..... Dated: