

Park House Primary School



FGB Minutes 20th January 2022 - 6pm

Agenda Item:			Lead by:	Actions:
FGB 01.22.01	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, R Coulson, A Hukins, D Faulkner, L Moore</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Meeting is being held over Teams due to Covid 19. The Chair welcomed everyone to the meeting. ➤ The Clerk reported that there is still a vacancy for an LA Governor. L Smithies is to liaise with the Head as they may know of someone who may be interested. 	Chair	L Smithies
FGB 01.22.02	Declarations of Interest	<ul style="list-style-type: none"> ➤ The Head, C Ellis and A Hukins in the Headteacher Performance Management agenda item FGB 01.22.04. 	Chair	
FGB 01.22.03	Minutes of the Previous Meeting	<ul style="list-style-type: none"> ➤ The Minutes of the meeting 11th November were read, agreed as a true record and signed. ➤ Confidential Item Removed. ➤ FGB 11.21.04 – Exclusion Training – completed by M Dore and M Stanhope ➤ FGB 11.21.04 -Safeguarding Training – completed by D Faulkner. ➤ Minutes of the Pay Committee held on the 11th November were agreed as a true record and signed. 	Chair	

Signed by Chair..... Dated:

<p>FGB 01.22.04</p>	<p>Performance Management Committee / Headteacher Performance Management</p>	<ul style="list-style-type: none"> ➤ The Head, A Hukins and C Ellis left the meeting and J Swift will message when they are able to re-join. ➤ Confidential Item Removed. ➤ J Swift messaged S Kavanagh, A Hukins and C Ellis for them to re-join the meeting. 	<p>Chair / Vice Chair</p>	<p>Clerk to pass the minute to Business Officer for processing</p>
<p>FGB 01.22.05</p>	<p>Governing Body Matters</p>	<ul style="list-style-type: none"> ➤ The Head reported that the school would like to run two residential trips this year if Governors are in agreement. ➤ The first would be Year 5 to Lea Green in March at a cost of £95.00 each. This is just an overnight stay with day time activities. ➤ The second is for Year 6 to Mount Cook in May at a cost of £215.00 each. This is a two-night stay with day time activities. ➤ The trips are partly funded by the PTA. ➤ Free school meals children are subsidised. ➤ The School has the option to move the dates should the need arise. ➤ Exclusion training was discussed earlier in the meeting. ➤ Safeguarding Training is to take place in February. ➤ L Smithies and L Moore need to undergo the Governor Induction Training. ➤ L Moore has done Safeguarding. ➤ The Head reported that from September Governors may need to undergo more in-depth Safeguarding Training. ➤ The Head is looking into remote training with John Walker. 	<p>Head/ Deputy</p>	

Signed by Chair..... Dated:

<i>FGB</i> 01.22.06	Staffing	Confidential Item Removed.	Head	

Signed by Chair..... Dated:

<p>FGB 01.22.07</p>	<p>Headteacher Report</p>	<ul style="list-style-type: none"> ➤ The Head read through the report highlighting details for the Governors ➤ The school has 23 school meals children. ➤ 11% disadvantaged families. ➤ The Staff are looking at pupil progress within each class this week. ➤ In EYFS the girls are starting to be slightly ahead of the boys in learning. The cohort is boy heavy. ➤ Early Learning goals are harder this year. Last year the data was miscalculated. ➤ In Key Stage 1 and Key Stage 2 – Years 2 and 6 have used past SAT papers. ➤ Year 1 has the lowest data and is cause for concern – this could be due to Covid. ➤ There is Pupil Premium monies available and it may be needed for booster sessions. ➤ Math’s data is low. ➤ Year 2 data is looking strong. ➤ The ‘Write Stuff’ is being used for writing and looks at independent writing. Some of the topics in Write Stuff are lengthy so staff are looking to shorten these. Classes are looking to increase writing skills across the whole of the curriculum. ➤ Miss Bailey has submitted a report on the Reading and Writing that she undertook with a group of children. ➤ Year 3 data is good. ➤ Year 4 data is good with some of the children being on the cusp of moving to the next level. ➤ Year 5 data is good again with some of the children being on the cusp. ➤ Year 6 data good with some of the children being on the cusp. Year 6 have done 2 past Reading papers and the marks have been in the low 80’s. ➤ The Government may lower the expected level on the SAT’s papers. ➤ Financially the school budget would allow funding for booster 	<p>Head/Deputy</p>	<p>Head</p>
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Signed by Chair..... Dated:

		<p>classes to help the children.</p> <ul style="list-style-type: none"> ➤ SAT's will take place in May. ➤ White Rose for mastery math's is recapping on what has been missed. ➤ The Government has changed how Covid absences are recorded. This affects individual absences. ➤ Attendance is at 95%. ➤ Years 4 and 5 keep getting Covid outbreaks. Some families have had it more than once. ➤ Persistent absences are at 17.29%. Anyone at 90% or lower is classed as persistent absence. ➤ Holidays look quite high but a session is half a day. Some families are getting their holidays moved by the travel companies. One family is close to getting fined due to the amount of time requested off. This would be down to the LA. ➤ There are 68 applications for September Reception intake, but only 20 of those are 1st choice, with 25 at 2nd choice. The Head is hopeful that the Reception Class will be full in September. There is a waiting list for Years 1 and 2. ➤ The school signed up to the National College to help with training. Whilst Staff have been self-isolating, they could use the webinars. ➤ Safer Recruitment for Governors may need readdressing. ➤ The school has 2 inset days coming up and 1 will cover the Write Stuff. ➤ A Hukins has been successful as a LA Moderator at Key Stage 2. ➤ Within safeguarding the school has 1 family at Level 2 and 1 at Level 3. There may be another family going to Level 3. ➤ First aid and behaviour incidents have lowered. There are about 4 families at the moment who have Covid. ➤ The school will carry on as class bubbles for now. ➤ The Head asked – that as the Government are reducing everything, how would the Governors like the school day to be managed. Would they like the whole school to open up or would they prefer the classes to stay as bubbles. The Staff would like to go back to the whole school mixing. Would 		
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Signed by Chair..... Dated:

		<p>Governors prefer to wait until the Government removes all restrictions?</p> <ul style="list-style-type: none"> ➤ <u>D Faulkner commented that the Government appeared to be unlocking everything so as a school we would only need to marginally relax things.</u> ➤ <u>L Moore reiterated this but reminded Governors that as much should be done as possible to reduce the risk of spreading Covid.</u> ➤ <u>L Moore asked if there was money available to purchase air filter machines for the school. The Head replied that the school had been sent some carbon dioxide monitors. Windows are open in classrooms and children are wearing extra layers. Air filter machines would have to come out of the school budget.</u> ➤ <u>L Moore would like to see classes stay as bubbles for now. The Head said it did slow down the spread of infection.</u> ➤ No further comments. ➤ For Special Needs, A Hukins has devised a SEND overview to show what is done by Park House. ➤ A Hukins and C Ellis are applying for a Health Care Plan for a child and GRIP funding for 2 other children. ➤ There is a cluster meeting coming up soon and this idea will be shared there. ➤ Governors thought that the idea was clear and helpful. ➤ There is a higher rate of boys to girls. ➤ With behaviour one year group was more outstanding than the others. The Behaviour Team has been brought into and coming into school to work with staff and children. The Behaviour Policy needs looking at to get more consistency across the school. The use of positive language is being addressed. ➤ Behaviour in general is very good compared to a lot of schools. ➤ The Head reported that the defibrillator is wall mounted and operational. ➤ Park House families won the Dog Fouling Poster competition run by the Parish Council. The Head thanked the Parish Council for the monies received by the school. The School 		<p>L Moore to look into costs</p>
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Signed by Chair..... Dated:

		Council would like to spend the money on redoing the school mural paintings, games markings and an outdoor library.		
FGB 01.22.08	Policies	<ul style="list-style-type: none"> ➤ A number of DCC Policies were presented to the Governors. The Governors were in agreement to adopt them. ➤ The Staff Code of Conduct is not a model policy, it is not union approved but is widely used by the DCC. Governors agreed to adopt the Policy. ➤ The Sports Premium has been reviewed by M Stanhope and S Kavanagh. M Stanhope has done a report on this which was presented to the Governors. 	Head	
FGB 01.22.09	Finance Report and Financial Benchmarking	<ul style="list-style-type: none"> ➤ Park House Primary is in a similar situation as other similar schools. ➤ The school employs more TA's but this means that some of the TA's can work with children outside of the classroom to give extra support, especially since Covid. ➤ The finances are looking good at this current time. There is an estimated carry forward of £65,721. Over the next few years, the carry forward will decrease and at the moment there will be a deficit in 2024/25. The Governors and the Head will be keeping a close eye on this projection. ➤ The funds will decrease as the children who generate the extra funding leave. ➤ DFC is only used for hardware and specific projects and it is ring fenced. £7,000 needs to be kept to one side to match fund for some of the building work. ➤ Some Covid funding will be clawed back due to the money not being used. ➤ The pay award for support staff has been budgeted for. ➤ The Government are putting up the NI but there is a grant to cover this. ➤ The pupil numbers are fairly static. ➤ The budget is looking good for the next couple of years. £4,000 was set to one side for the Breakfast and After School Club for use during Covid. This money was not used and can now be used towards interventions for Year 1 booster classes. 	Head	

Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ A swimming survey was put to parents to see which children swim outside of school. Year 6 has parents who don't want their children to swim in the Summer Term. Year 5 parents are keen to send their children swimming. 		
FGB 01.22.10	Health and Safety / Accident Book	<ul style="list-style-type: none"> ➤ Nothing to report. 	Head	
FGB 01.22.11	Inventory	<ul style="list-style-type: none"> ➤ The school has 5 I pads from the DFE to be added 	Head	
FGB 01.22.12	Correspondence	<ul style="list-style-type: none"> ➤ Nothing to report 	Clerk	
FGB 01.22.13	Any Other Business	<ul style="list-style-type: none"> ➤ A Hukins would like to thank R Coulson for visiting the school yesterday to do heart dissections and circulatory system talk with Year 6. A thank you card was also sent for the technician who helped prepare the hearts. ➤ The Head thanked L Smithies form giving their time to help clean and sort the equipment in the Reception Class play area. 	Chair	
FGB 01.22.14	To agree confidential items	<ul style="list-style-type: none"> ➤ Staffing ➤ Headteacher Performance Management 	Chair	
FGB 01.22.15	What have we achieved tonight that will improve the outcomes for the children in our school	<ul style="list-style-type: none"> ➤ The finance is in a good place which will benefit the whole school and their learning. ➤ Ratified Policies 	Chair	
FGB 01.22.16	Date and time of next meeting.	<p>Thursday 10th March 2022</p> <p>Thursday 28th April 2022</p> <p>Thursday 23rd June 2022</p> <ul style="list-style-type: none"> ➤ The Chair thanked everyone for attending the meeting on Teams. ➤ Meeting closed at 20.12 	Clerk	

Signed by Chair..... Dated:

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