

Park House Primary School



FGB Minutes 27th April 2023 - 6pm

Agenda Item:		Lead by:	Actions:
FGB 04.23.01	Welcome/Apologies for absence	Chair	
<p>Present: S Kavanagh, A Hukins, C Ellis, M Dore, R Allen, C Stone, O Robinson, Z Thorpe, L Smithies, J Hardy, D Faulkner (arrived due to work at 18.45)</p> <p>Apologies: D Daysh (family)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Chair thanked everyone for attending the meeting. ➤ The Head and Clerk reported that there are now 2 Parent Governor vacancies. The Clerk reported that M Stanhope had sent his resignation through and G Smith had not replied to either email or letter. Governors agreed that G Smith would not be returning. The vacancies are to be advertised at the start of Summer Term 2 in readiness for September. Governors Approved ➤ The Clerk reported that there are 2 Co-Opted Governors whose terms of office expire in August, M Dore and Z Thorpe. Both Governors are very happy to be considered for another Term. Governors Approved 			
FGB 04.23.02	Minutes of Previous Meetings	Chair	
<ul style="list-style-type: none"> ➤ Minutes of 9th March 2023 – Minutes read, agreed as a true record and signed. ➤ FGB.03.23.02 - O Robinson reported that his DBS is being sourced. ➤ FGB.03.23.03 - S Kavanagh and C Ellis have held a meeting with staff with regard to academization. A survey was also sent out and has been completed. S Kavanagh would like another meeting with Governors prior to the next Full 			

Signed by Chair..... Dated:

		<p>Governors meeting to discuss academization further.</p> <ul style="list-style-type: none"> ➤ FGB.03.23.04 SFVS – The report has been amended and sent off. ➤ FGB.03.23.09 – Some Governor monitoring dates are still required. ➤ FGB.03.23.11 – The Head is still waiting for some quotes for the summerhouse. 		
FGB 04.23.03	Declarations of Interest	<ul style="list-style-type: none"> ➤ None 	Chair	
FGB 04.23.04	SAT's Arrangements Session	<ul style="list-style-type: none"> ➤ The Deputy Head reported that the SAT's guides that Governors need to be familiar with have been put on the Governor Hub. ➤ A Continental breakfast will be served to the Year 6 children at 8.30am in the Year 6 classroom on the SAT's days. ➤ Majority of the children will sit the tests in the school hall. ➤ Some children will need access requirements and will be using the 2 classrooms across the yard. ➤ The children with IEP's have 25% extra time. ➤ After the Polling Day the displays in the hall will be covered. The classrooms being used will be covered on Polling Day. ➤ The SATs are running 1 day late due to the Monday being a Bank Holiday for the Coronation. ➤ The test papers are locked away in the office. The LA may do an unannounced visit. ➤ Governors would be needed from 9.00am ➤ Tuesday – C Stone ➤ Wednesday – R Allen ➤ Thursday – L Smithies ➤ Friday – L Smithies 	Deputy Head	

Signed by Chair..... Dated:

<p>FGB 04.23.05</p>	<p>Safeguarding</p>	<ul style="list-style-type: none"> ➤ The Head shared a dashboard of concerns logged on the school software, My Concerns broken down by month. ➤ The Head reported that the school uses “My Concerns” as their electronic recording system and there are 4 members of staff who can see all the logs, S Kavanagh, A Hukins, S Cook and C Ellis. All the other staff can only see parts of the records. ➤ 3 concerns resulted in being referred to Social Care. 1 case closed quickly, 1 went to Child in Need and 2 families have support from Social Care. ➤ Domestic abuse notifications from the Police – none have resulted in further action although 1 family might require further action. ➤ When looking at a dashboard of when concerns are raised, the Head and Deputy shared that after an assembly there is usually an increase in concerns where pupils share information. ➤ Governors reported it was informative to see a breakdown of concerns. 	<p>Head</p>	
<p>FGB 04.23.06</p>	<p>Budget</p>	<ul style="list-style-type: none"> ➤ The Head reported that earlier in the year herself and M Dore had had a meeting with Staff, expressing that the Budget was giving concern and may mean there could be a drop in some hours or potential redundancies. Now due to saving some monies in certain areas, Government funding and additional SEND money raised, there will now be a carry forward. Over 4 years this may still lead to a deficit further down the line. ➤ There are 30 applicants for Reception class in September and 1 on the waiting list. There is a family looking around tomorrow but at the moment the school is full. ➤ There is a family who would like the children to come to the school and school would like to accept. The younger child would be in Reception and the older child is currently in a Year 2 class but could be accepted into our Year 3 class from September by going over PAN to 31 pupils. Governors 	<p>Head</p>	

Signed by Chair..... Dated:

		<p>Approved</p> <ul style="list-style-type: none"> ➤ Year 4 has a waiting list. ➤ There are 32 in this current Year 6 and only 29 to move up from Year 5. ➤ A part time teacher has not been replaced this Year but that may need to change next year. ➤ Minor Improvements (budget code) has an over spend due to money being taken out for the summerhouse. This will be offset by the money raised by the PTA and then matched by the council. ➤ Making Good Progress funding is £1,877.00 ➤ Sports Premium granted for 2 years. ➤ Swimming will be through Qualitas next year at Alfreton. There will be blocks of 10 weeks with 1 hour in the pool and 3 swimming instructors. School will purchase 2 blocks of ten weeks and the additional cost for the swimming will be paid for through any profit made at the summer sports camp. ➤ Year 3 will get a 10-week block as will Year 4. ➤ SEND allocation through GRIP and EHCP £22,155.00 ➤ Wrap around charges £17,853.00 in surplus ➤ All the lights in school need changing to LED lights and the fire alarm system needs upgrading. ➤ £10,000.00 grant from the Government has been issued for energy efficiency, the Head would like to spend the monies on blinds for the Year 4 and Year 6 classrooms and improvements to ventilation. ➤ Due to TA hours and the uplift of Teachers pay only being partially funded by the Government a deficit could occur in the Budget in future years. This could mean that temporary contracts may not be renewed. ➤ Annex 1 and Annex 5 agreed, signed and Approved by Governors ➤ Private school Fund – last year the budget was out due to some stamps not being recorded. This has now been reconciled. Governors Approved 		<p>Copy to be sent to Matlock</p>
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Signed by Chair..... Dated:

FGB 04.23.07	Policies	<ul style="list-style-type: none"> ➤ Extremism – DCC Model Policy, read Governors Approved ➤ Private Fostering Policy – DCC Model Policy, read Governors Approved ➤ Pay Policy – King Charles Coronation Bank Holiday has meant that the pay terms and conditions has been changed within the policy. Governors Approved. 	Head	
FGB 04.23.08	Staffing	<p>*CONFIDENTIAL ITEMS REMOVED *</p> <p>*CONFIDENTIAL*</p>	Head	
FGB 04.23.09	Data	<ul style="list-style-type: none"> ➤ There is a good GLD prediction at the end of Early Years. ➤ There is a decline in writing across all year groups. ➤ Year 2 are a good cohort. ➤ Year 6 have just done last years test papers with pleasing results. Writing needs some work but there is time after SATs to develop this. ➤ Attendance is at 94.98%. 1 family is at Child Protection and have not been attending. Attendance without them being included would be 95.77% ➤ Absenteeism is currently 9.36% and without the above included would be 8%. ➤ 1 family has taken 2 holidays within 12 months, a warning letter has been sent and they could be prosecuted. 	Head	
FGB 04.23.10	Inventory	<ul style="list-style-type: none"> ➤ 11 air purifiers worth £2,000 to be added to inventory 	Head	
FGB 04.23.11	Special Educational Needs and Disability	<ul style="list-style-type: none"> ➤ The Head reported that there are 3 EHCP's, 2 to agreements to assess and 1 to pending application. 	Head	
FGB 04.23.12	Health and Safety		Head	

Signed by Chair..... Dated:

		➤ None		
FGB 04.23.13	GDPR	➤ The Policy to be presented to Governors in June ➤ Compliance Audit to complete	Head	
FGB 04.23.14	Correspondence	➤ Resignation from M Stanhope	Clerk/Head	
FGB 04.23.15	Any Other Business	➤ Academisation meeting June 8 th at 6.00pm ➤ L Smithies – would the school like students from Derby University to run Sports Day, Head to confirm	Chair	Head to ask Staff about Sports Day and liaise with L Smithies
FGB 04.23.16	To agree confidential items	➤ Staffing	Chair/ Head	
FGB 04.23.17	What have we achieved tonight that will improve the outcomes of the children in our school	➤ Financial security ➤ Air purifiers ➤ Policies		
FGB 04.23.18	Date and Time of next meeting	➤ Academisation 8 th June 2023 at 6.00pm ➤ Full Governing Body meeting 22 nd June at 6.00pm		

Meeting closed 19.45

Signed by Chair..... Dated: