

Park House Primary School



FGB Minutes 9th November 2023 - 6pm

Confidential Items Removed

Agenda Item:			Lead by:	Actions:
FGB 11.23.01	Welcome/Apologies for absence	<p>Present: S Kavanagh, R Allen, C Stone, R Coulson, M Dore, D Faulkner, O Robinson, Z Thorpe, J Hardy, T Faulkner, C Ellis</p> <p>Apologies: D Daysh (Family), L Smithies (Family)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Clerk welcomed everyone to the meeting ➤ T Faulkner and R Coulson were welcomed as Parent Governors. ➤ The new Deputy Head L Key will fill the Co-Opted Governor vacancy from January. This will need ratifying. 	Clerk	
FGB 11.23.02	Declaration of Business Interest and Business Interest Register	<ul style="list-style-type: none"> ➤ None ➤ The two new Governors completed their Business Interest forms 	Chair	
FGB 11.23.03	Minutes of Previous Meeting	<ul style="list-style-type: none"> ➤ Minutes September 2023- Agreed as a true record and signed ➤ The Associate Governor role application from the Grandparent is to be accepted – Governors agreed ➤ Maternity leave cover -The Head reported that the post has been filled and the appointed candidate will start in January. 	Chair	Clerk to write to Grandparent

Signed by Chair..... Dated:

FGB 11.23.04	Governor Updates	<ul style="list-style-type: none"> ➤ Vacancies - None ➤ Training – Induction training for T Faulkner to be arranged. ➤ Business Officer Interviews – 16th November, Panel S Kavanagh, L Key and M Dore ➤ Safeguarding Training (LA) 25th January, 16th April and 12th June. ➤ Monitoring visits – to be arranged 	Clerk	
FGB 11.23.05	Staffing	<ul style="list-style-type: none"> ➤ ** confidential item removed** ➤ Value basis – some rates of pay changes for filling in on the above post. 	Head	
FGB 11.23.06	Headteachers Report	<ul style="list-style-type: none"> ➤ The Head had issued the report prior to the meeting. ➤ The Head discussed the Data and the school has exceeded national results. Need to keep an eye on the results in Key Stage 2 to ensure they marry when assessed. Math's progress is to be monitored. ➤ 205 children on roll with an increasing number of SEND. There are currently 5 EHCP and 1 being applied for. Country wide numbers for SEND are increasing. Free school dinner numbers have increased. ➤ School Improvement – areas of improvement will be : <ul style="list-style-type: none"> • Phonics - To embed Little Wandle phonics scheme across the school to raise attainment in phonic screening check results. • Curriculum - To continue to refine curriculum plans, to identify the precise knowledge that pupils need to learn in foundation subjects. • Curriculum - To develop methods to ensure pupils are given more frequent opportunities to revisit and recall their learning. • To develop the well-being of staff and pupils. • To develop mastering number in EYFS and across KS1 to raise maths attainment. 	Head	

Signed by Chair..... Dated:

		<ul style="list-style-type: none"> ➤ Wellbeing – the wellbeing of both staff and children is to be looked at. There has been a staff meeting on the subject and the staff have undertaken a survey. The Local Authority and J Hardy have been involved. J Hardy highlighted that there will be some workshops for staff. ➤ Class Dojo – There is an issue for wellbeing, comments can be derogatory and also can be misinterpreted. Messages come in a variety of hours and staff often respond out of hours. One option to help to is to remove the comment function from School and Class Story pages. Families will still be able to send direct messages, email and phone the school. Some of the Governors have seen negative messages on posts. The comments box is to be removed from 1st December and inform parents in the December newsletter – Governors agreed ➤ Attendance – the school is above the national average. The school has seen an increase in unauthorised absence. Years 5 and 6 have a high number of late attendees, letters and reminders have had limited success in reducing this with certain families. ➤ A child who was attending part-time can now attend fulltime as their medical condition has improved. ➤ There is a fair access protocol meeting for a child to go in Year 5 who has significant needs. ➤ Security – the outside doors are secure but are not always shutting. It will cost about £14,000 to replace 3 doubles and 1 single door. ➤ Blinds – Being replaced in Years 3, 5 and 6 using DFC funding. A child in Reception is visually impaired and funding has been given for blinds in Year 1 and the infant girls toilets. ➤ Accidents - there are 3 entries in the book from staff with 1 member of staff having 2 injuries in the Reception play area and 1 member slipped in the hall. ➤ Year 3 and 4 football team – are an amazing team, they won their competition and will go through to the finals. ➤ Year 5 and 6 football team – very good sportsmanship, 		
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Signed by Chair..... Dated:

		<p>the next tournament will determine who goes through to the finals.</p> <ul style="list-style-type: none"> ➤ Netball team – their tournament is tomorrow. ➤ The Head invited Governors to attend any of the calendar dates in the Report. 		
FGB 11.23.07	Finance Report	<ul style="list-style-type: none"> ➤ The Finance report shows a declining carry forward for the next 3 years and the 4th year is a deficit. This has time to change. ➤ The school administrator role is to be given an extra day. ➤ The budget goes on staffing monies. ➤ Stationery costs especially paper costs have increased. ➤ The government gave some money (3%) towards the staff uplift but does not cover full costs (6.5%). ➤ Some money has been saved by not having a Deputy since September. ➤ ** Confidential Item Removed** 	Head	
FGB 11.23.08	Policies	<ul style="list-style-type: none"> ➤ Pupil Premium Report – 3 years report ➤ Governors read, agreed and signed 	Head	
FGB 11.23.09	Safeguarding	<ul style="list-style-type: none"> ➤ 1 family open to assessment 	Head	
FGB 11.23.10	GDPR	<ul style="list-style-type: none"> ➤ Nothing to report, a Governor has been named for GDPR. 	Head	
FGB 11.23.11	Health and Safety/ Accident book	<ul style="list-style-type: none"> ➤ 2 staff accidents in Reception play area ➤ 1 staff accident in hall ➤ £14,000 to replace doors – not confirmed ➤ Blinds to some classrooms ➤ The school had no internet for a week. The school is looking for compensation as the work was to be carried out in October half term, but the hardware and software had not 	Head	

Signed by Chair..... Dated:

		arrived. A temporary part has been put in.		
FGB 11.23.12	Inventory	➤ Nothing to add/remove.	Head	
FGB 11.23.13	Correspondence	➤ Associate Governor Application ➤ Resignation wrap around care	Chair	
FGB 11.23.14	Any other business	**Confidential Item removed**	Chair	
FGB 11.23.15	To agree confidential items	➤ Staffing ➤ Wrap around care ➤ Any other business	Chair/Clerk	
FGB 11.23.16	What have we achieved tonight that will improve outcomes for the children in our school	➤ Wellbeing ➤ Pupil Premium	Chair	
FGB 11.23.17	Date and time of next meeting	➤ Full Governors Meeting Thursday 18 th January at 6.00pm	Clerk	

Meeting closed at 19.25

Signed by Chair..... Dated: