

Park House Primary School



FGB Minutes 14th November 2024 – 6.10pm

Agenda Item:			Lead by:	Actions:
FGB 11.24.01	Welcome/Apologies for absence/Vacancies	<p>Present: S Kavanagh, L Key, M Dore, R Allen, Z Thorpe, J Hardy, O Robinson, T Faulkner, L Smithies, R Coulson</p> <p>Apologies: C Stone (family), D Daysh (family), D Faulkner (work), L Ellis (family), C Ellis (family)</p> <p>Clerk: J Swift</p> <ul style="list-style-type: none"> ➤ The Chair thanked the Head on behalf of the Governing Body for organizing the Curriculum Marketplace. ➤ The Chair asked the Head to thank all the staff for their time. ➤ The Head asked the Governors to complete a school visit form and to return it to her, please. 	Clerk	
FGB 11.24.02	Declarations of Interest and Register of Business Interest	<ul style="list-style-type: none"> ➤ The Head and L Key for the Performance Management part of the staffing item. 	Chair	
FGB 11.24.03	Minutes of the Previous meeting	<ul style="list-style-type: none"> ➤ The Minutes from the 12th September meeting were read, agreed as a true record and signed. ➤ The skills audit needs to be completed as soon as possible please 	Chair	
FGB 11.24.04	Governor Updates/vacancies	<ul style="list-style-type: none"> ➤ The Clerk reported that 2 parent governors were coming 	Clerk	

Signed by Chair..... Dated:

		<p>up to the end of their term of office in mid - December.</p> <ul style="list-style-type: none"> ➤ The Clerk would on behalf of the governors contact D Daysh to see if she would be interested in standing again. Thank You letters, would also be sent to the 2 governors, thanking them for their continued support. ➤ Parent Governor election papers to be sent out as soon as possible to parents so that 2 people could be appointed before the Christmas break ready for the January meeting. 		
<p>FGB 11.24.05</p>	<p>Staffing</p>	<p>*CONFIDENTIAL ITEMS REMOVED*</p> <ul style="list-style-type: none"> ➤ The Pay Committee gave their report and recommendations to the meeting. Governors agreed and to be back dated to 1st September 2024 ➤ <i>S Kavanagh and L Key left the meeting</i> ➤ The Head reported that the LA had been Ofsted inspected for SEND and it was not looking good. S Kavanagh is on the panel trying to sort the problems within SEND. There is a lack of funding and strategy. ➤ The Inclusion Advisory teacher is coming in next week to go around all the classes observing behaviour and reporting back. ➤ 1 child was suspended for a day on the 8th November, a reintegration meeting was held and the child has returned to school. Support has been offered. ➤ <u><i>A governor asked if there was anything Governors could or should be doing to help – the Head reported that not at this current time and referrals have been made for the child and family to get support.</i></u> ➤ Value Basis ➤ Maternity leave return 	<p>Head</p>	

Signed by Chair..... Dated:

<p>FGB 11.24.06</p>	<p>Headteachers Report</p>	<ul style="list-style-type: none"> ➤ The report was produced prior to the meeting for the governors to read through. ➤ The Head reported that C Brierley (ASIA) had been in the day before. ➤ C Brierley reported that behaviour in school was good, Little Wandle was working well and there was monitoring among staff. ➤ Writing has been set as a performance management target for all staff. ➤ The EYFS Drawing Club should improve their data for writing. Grammasaurus has started across school. There are 20 objectives. ➤ The next data harvest is December and will be reported to Governors in January. ➤ Attendance stands at 96.7% . ➤ Persistent absenteeism is 6.8% ➤ Integris is being updated. ➤ The school is getting a lot of requests for holidays and some are being declined. Fines are not deterring parents. ➤ Appointments are being made for dentist and medical visits during the day so that the services get caught up but this has an impact on the pupils being taken out of school and is impacting on the office staff. ➤ New intake applications are coming in for September 2025. Tours of the school are taking place for new parents. ➤ There is a new starter for Reception Class in January. ➤ The wellbeing audit for staff and pupils has been done. ➤ SMILERS has been launched and resources purchased with the help of the PTA. ➤ SMILERS funding helped revamp the staffroom. C Brierley is really pleased with the outcome and it was part of S Kavanagh Performance Management. ➤ A structural survey has been done and holes need to be drilled in the floors of the school (Kitchen, dining room, 	<p>Head</p>	
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Signed by Chair..... Dated:

		<p>main junior entrance).</p> <ul style="list-style-type: none"> ➤ Risk Management – trees and drains are not covered by insurance. ➤ The Area Building Surveyor is not keeping in touch. ➤ S Kavanagh is to ask D Faulkner, another Governor, the LA and catering to a meeting to discuss the problems and possible outcomes. Date to be arranged. ➤ Blue doors quote has come in at £20,200 – joint match funding requested but it doesn't cover this. ➤ Five - year electrical survey failed – DCC £2,000. Local electrician providing a quote but some additional work maybe needed following investigation. ➤ The Governors need to help school to get the LA to help with the buildings and structural concerns. The mechanical, electrical and fire surveys have been done. The school needs the LA to come in, meet with school, governors and catering to sort out the problems. ➤ Work still needs to be carried out on the infant girls toilet to make a cubicle more discrete and dignified for SEND pupils who need support changing. ➤ The Head reported that the Year 5/6 football team did really well and won, getting through to the district finals. ➤ Data will be ready in January. ➤ The Governors reported that the curriculum marketplace was very informative. 		
<p>FGB 11.24.07</p>	<p>Finance Report</p>	<p><i>*CONFIDENTIAL ITEMS REMOVED*</i></p> <ul style="list-style-type: none"> ➤ There is an expected year end balance of £86,274 but the 4-year projection shows a significant deficit by the 4th year. This has happened in the past and the school has managed to pull this back. There will be an impact on the budget with another job share coming in. ➤ The next budget sheet will look different again. The carry forward will not sustain the building work needed. ➤ There is a little bit of money coming in from the Labour 	<p>Head</p>	

Signed by Chair..... Dated:

		<p>Government.</p> <ul style="list-style-type: none"> ➤ 5.5% pay raise for teachers – only one union not agreed it. ➤ Removing Performance related pay, Head feels the school should opt out, Governors agreed <p>*CONFIDENTIAL ITEMS REMOVED*</p>		
FGB 11.24.08	Academisation	<ul style="list-style-type: none"> ➤ Do Governors want another meeting with the Academies? ➤ The Head reported that some schools are still waiting to academise with Embark. ➤ Governors have not made a decision and will discuss the meetings at another FGB. 	Head/Chair	
FGB 11.24.09	Policies	<ul style="list-style-type: none"> ➤ Sport Premium – Read - agreed by Governors ➤ Policy to be put on website ➤ Pupil Premium – 1st year of 3 – Governors agreed 	Head	
FGB FGB11.24.10	Safeguarding	<ul style="list-style-type: none"> ➤ 1 family just closed to assessment, no further action. 	Head	
FGB 11.24.11	GDPR	<ul style="list-style-type: none"> ➤ Nothing to report. 	Head	
FGB 11.24.12	Health and Safety/ Accident Book	<ul style="list-style-type: none"> ➤ A pupil had an injury to the head and had to get medical treatment to be glued due to tripping and falling. ➤ A child needs a tooth rebuilding after it was cracked by contact with a bat. 	Head	
FGB 11.24.13	Inventory	<ul style="list-style-type: none"> ➤ 2 laptops - DFC 	Head	
FGB 11.24.14	Correspondence	<ul style="list-style-type: none"> ➤ Resignation 	Chair	

Signed by Chair..... Dated:

FGB 11.24.15	Any Other Business	➤ Nothing to report	Chair	
FGB 11.24.16	To agree confidential items	➤ Staffing ➤ Finance	Chair/Clerk	
FGB 11.24.17	What have we achieved tonight that will improve the outcomes for the children in our school	➤ Curriculum Marketplace ➤ Policies ➤ School buildings	Chair	
FGB 11 24.18	Date and time of next meeting	➤ Full Governing Body Meeting 16 th January 2025 at 6.00pm	Clerk	

Meeting closed at 19.40

Signed by Chair..... Dated: