

ASHLEIGH PRIMARY SCHOOL & NURSERY

Minutes of the meeting of the Full Governing Board 15 July 2021 at 1.30 pm (following Deep Dive Day)

Held at Ashleigh Primary School & Nursery

	<p>Present: Gavin Tash (GT), Sam Greenhalgh (SG), Carolyn Ellis-Gage (CEG), Jennie Reavey (JR), David Woozley (DW), Becs Dungay (BD), Lis Jennings (LJ), Lauren Ellero (LE), John McConnell (JMc) and Sharon Hill (SH).</p> <p>Clerk: Johanne Bolver (JB)</p>	ACTION
1.	Welcome and Apologies	
1.1	Apologies were received from Jo Satterley (JS) and Danni Lacey (DL).	
2.	Notification of any other urgent/confidential business	
2.1	None.	
3.	Minutes of the previous meeting – 20 May 2021.	
3.1	The minutes were agreed as a true and accurate record of the meeting.	
4.	Matters Arising	
4.1	Point 7.3 Treehouse is open. JMc reviewed the guidelines; processing offer for September which will be back to normal.	
4.2	Point 7.6 JMc attended briefing with NCC and newsletter informs parents of the normal returning to school in September.	
4.3	Point 7.6e) Beacon school. Year 6 are starting their VNET sharing excellent practice seminars.	
4.4	Safeguarding – filtering of the staff internet – ongoing. <i>c/f.</i>	JS
4.5	Premises – Cleaning contracts – JMc has received quotes- discussed below.	
4.6	Point 14.4 JR to meet with Luke Wheeler for monitoring – <i>c/f.</i>	JR
5.	Declaration of any Pecuniary interests	
5.1	None declared.	
6.	Membership of Governing Board	
6.1	No change.	
7.	HT Report (Circulated on Governorhub)	
7.1	<p>Headlines</p> <p>a) SEND – 2 EHCP’s joining Reception in September.</p> <p>b) Prejudice incidents – 8 received this half term. Whole school raising awareness of language taken place. There is a level of naivety which needs to be addressed.</p> <p>c) Attendance – 97.57%, holiday requests are being received.</p> <p>d) SEN – 6 EHCP’s will require high level of adaptation from the school. We received a request this week to include a child with an EHCP who is moving into the area. Complex needs (learning cognition and behaviour) – we have been asked to take on a child with 6 days’ notice. JMc has had to stand his ground on this because our admissions number is 60, although currently admissions have it at 64. Every class within Wymondham is full at the moment and 32 has become the new 30. JMc to speak to NCC. JMc to meet the parents this week. <i>Action.</i></p>	JMC

	<p>e) Year 6 have had their residential although with one night less.</p> <p>f) Regarding the prejudice related incident, is there a theme or a particular year group? Challenge. No, it is not year group specific. Staff take this very seriously and they are aware. We have had a parent challenging transgender teaching as they felt we were pushing a certain agenda. This will be discussed under Curriculum as a full governing body. Action.</p> <p>g) News issues dealt with at school is often left to the teachers which can be different, with mixed messages throughout the school. JMc is interested in a whole school learning approach and governors had an in-depth discussion regarding the subject “British values”.</p> <p>h) Transition to Wymondham High was successful and effective.</p> <p>i) Premise development – report on Governorhub.</p> <p>j) Mix up of classes - Children at Ashleigh get the opportunity to mix and make networks of friends. The friends’ part is very important. JMc is aware how controversial moves are and has put these in place where he feels it needs to be done. The aim is to make things balanced. JMc would like to mix up classes every 2 years going forward. Governors agreed. Support.</p>	Agenda
<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p>Finance</p> <p>Budget Revision 1 and Finance Monitoring</p> <p>a) Monitoring report circulated on Governorhub. Updated following the Budget Revision 1 meeting. We have a huge surplus due to a number of factors this financial year. Surplus for this and next year is marginally above 8%, which is a much better position and we have time/options to address the shortfall. Plans have been made for spend. A lot of progress has been made in a short time between the Budget meeting in March and the Revision 1 in July.</p> <p>b) We have too much money due to the pandemic and not having the usual spend. A large amount of this is going towards the EYFS outdoor area. Our spend strategy going forward includes maths resources, Accelerated Reader, library resources, Wensum Literacy and £70k for the outside area. Maths and English is where the majority of the money is going. The bulge year is going which will reduce income. £70k is within the curriculum element of the space. We have £125k in our Capital fund. JMc met with NPS and confirmed adjustments can be made without large changes to the building. We are focusing money on the learning element.</p> <p>Staffing for next year 2 members of staff are moving from full time temporary to permanent and a large number of good staff are leaving us. Details in the HT report.</p> <p>NAS Themed Audit Findings</p> <ul style="list-style-type: none"> • Safer Recruitment • Purchasing Cards • SFVS • School websites – DW to send governor details to Richard for upload on 	

	website. Action. Governors agreed we are compliant in all audits.	DW
9.	Premises, Health & Safety	
9.1	JMC circulated a premises plan to governors.	
9.2	SG queried parking spaces in the car park (60 spaces) and if these will be reduced. Challenge. An Annual Review is to take place in September and this is to be discussed at the next FGB. Agenda	Agenda
9.3	SG enquired if all governors are responsible for Safeguarding and if there is a need for Safeguarding training? Challenge. Governors to book all training on Governorhub. There will be a further in school training session in September. To be discussed at the next FGB. Agenda.	Agenda
10.	Governor Recruitment	
10.1	No change.	
11.	School Improvement Development Plan	
11.1	Circulated on Governorhub - working document.	
12.	Pupil Premium & Vulnerable Groups	
12.1	In HT Report.	
13.	Sports Funding	
13.1	In HT Report.	
14.	Safeguarding	
14.1	Discussed above.	
15.	Policy Review	
15.1	Behaviour Policy – rewritten by JMc and DL which is a more explicit guide for behaviour expectations by all staff. Governors to review and discuss at next FGB. Action. Agenda.	All Agenda
16.	Governor Monitoring, Development and Training	
16.1	Safeguarding – above	
16.2	Monitoring proforma on Governorhub. SG to complete a form from the Deep Dive Day. Governors to complete a form for individual areas once a term. Action.	SG All
17.	Annual Governance Statement - reminder to complete for beginning of next term.	
17.1	Clerk to send SG the previous version. Action.	Clerk
18.	Wellbeing and Workload	
18.1	Staff are tired but are still doing amazingly well.	
18.1	We are continuing to work on the whole school approach to wellbeing.	
19.	Confidential	
19.1	None.	
20.	Correspondence	
20.1	None.	
21.	Dates and times of future meetings:	
	<ul style="list-style-type: none"> • 6 October at 4.30pm - face to face • 18 November at 4.30pm - virtual 	
21.1	Governors agreed for monitoring to take place face to face.	
21.2	It was agreed FGB meetings will be alternated - face to face and virtual.	
22.	AOB.	

22.1	<p>School Cleaning contract We have compared various cleaning companies as we are not happy with the quality of Norse cleaning. 4 quotes received to take on the contract. JMc proposed Springclean - 70 hours at £14.80 an hour, £51k per annum. JMc feels 70 hours is required. JMc will find out contract terms and conditions and will email details for governor confirmation. Action.</p>	JM
22.2	<p>Teachers and children will be given an extra day off next year. JMc has consulted with the other Wymondham schools. JM would like 4th January added on to Christmas holidays with staff training on 5th January. Governors agreed. Support.</p>	
22.3	<p>Ethical leadership. SG to circulate information and discuss at next meeting. Agenda.</p>	SG/Agenda
23. 23.1	<p>Reflect on Today's Meeting Governors agreed the three core functions of the Governing Board were discussed.</p>	

Meeting closed at 3.30 pm

Signed (Chair):

Date: