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GRANTA SCHOOL GOVERNING BODY MEETING

**Thursday 7th December 2023 6.00pm
At School**



MINUTES

Present:

Governors: Paul Ilott (Chair) (PI), Sarah Crouch (Headteacher), Jeff Andrews (JA), Jill Broadley (JB), Chris Clarke (CC) *from 6.25 pm*, Hilary Crooks (HC), Liz Hunt (LH), Gill Taylor (GT), Tony Orgee (TO).

David Jones (DJ) (*remote attendance*)

Kim Pilsbury (KP) (*remote attendance*)

Associate members: Linda Alefounder (LAF), Lucinda Billington (LB), Emma Stubblings (ES).

Also present: Ann Abineri: Camclerk.

Kim Pigram, School Improvement Advisor for item 7.

The meeting was quorate.

6 pm to 6.45 pm **Training Session on responding to Safeguarding incidents at school provided by Kim Pigram, the School Improvement Adviser (item 7)**

1.	Welcome and Apologies for absence: were received and accepted from Laura Jeffs and Ian Wilson. Not present: Governor: Mary Abeyasekera, Associate member: Lucie Calow.	
2.	Welcome to New Governor: Mary Abeyasekera and Associate Member Lucie Calow.	
3.	Declarations of Pecuniary Interest None declared.	
4.	Approval of Minutes of Full Governing Body meeting Thursday 14th September 2023 Approved. <u>Actions arising</u> Completed with the exception of the following: Teacher absence insurance. Decided to review at Finance Cmt. Governors accessing data via Teams. Governors have been unable to access this. LAF has involved the ICT team.	Action: for Finance Cmt agenda. Clerk to file

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	Approval of Finance Cmt Terms of Reference. Approved.	final version on GHub
5.	<p>Committees: Updates from Chairs + Governor questions on meeting minutes which were all made available on GovernorHub.</p> <p><u>H & S meeting Tuesday 26th September</u> JA highlighted key points. PI commented on the high quality of JA's new format of H & S report. PI commented on his role as FGB Chair when serious incidents are raised. It was agreed that PI would share information with a relevant Governor e.g. relevant officer or Cmt Chair if required. JA commented on the importance of involving the Local Authority Designated Officer (LADO) in the case of serious safeguarding incidents.</p> <p><u>Curriculum meeting Tuesday 10th October</u> HC reported that it has been useful to clarify the remit of this committee with the focus on areas of the School Development Plan.</p> <p><u>HR meeting Tuesday 10th October</u> A Governor asked whether staffing issues or child behaviour issues should be reported to a committee or FGB. After a discussion, it was agreed that child behaviour should be raised at FGB. The possible sensitivity of the detail of staffing issues was noted. The overall statistics of staffing levels, leaving etc. are shared with the FGB via GovernorHub. It was noted that it would be useful to have more Governors with Safer Recruitment Training.</p> <p><u>Finance meeting Tuesday 21st November</u> TO outlined key points covered. The Budget Monitoring Reports continue to be difficult to interpret and dates of payment of pay award funding are still not known. LAF reported that a meeting with the Financial Advisor has indicated that the budget should be £88,000 in credit at the end of 2023. Thanks to JA for work on Bouygues report.</p>	Governors to do Safer Rec training.
6.	<p>Governor Roles. 'Who's doing what?' This has been made available on GovernorHub.</p>	
7.	<i>Training session: See note at top</i>	Governors to put this training session on their training record.
8.	<p>Report on Bouygues Project JA reported that the system has generated electricity but calculating the project's value for money would be a large piece of work. It was agreed that it is not time-efficient to do this detailed calculation at present but it should be looked at when replacement needed. A Governor asked if the panels are worthwhile and JA explained that there are many variables and the split of capital on the loan, approved by the LA, is hard to interpret. JA said that exporting power should be considered. Cleaning essential.</p>	

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	<p>Thanks to JA and LAF for their work on this.</p>	
<p>9.</p>	<p>Head's Report The HT reported on analysis of first aid incidents. Some aspects of the analysis make sense such as more incidents at secondary school level, most low level. Not known why some days have more incidents than others. All staff using app well. Most parents receiving reports via app.</p> <p>Behaviour analysis; support being increased where classes have been identified as having high levels of behavioural incidents. In response to a Governor question, the HT confirmed the identified incidents relate to specific children. Correlation with factors is hard to identify but factors include suitability of provision, class dynamics, experience of staff members with working with behavioural issues and pupil engagement with the curriculum.</p> <p>A Governor asked about embedding of Steps and the HT reported that while the responses to some incidents demonstrate great expertise, some are still dubious or unsure about the Steps methodology. Governors reported on comments made by staff during recent Governor-Staff conversations and discussion took place. Examples were discussed.</p> <p>A Governor asked if there are more serious behaviour incidents in classes where staff have less commitment to the system and SC said that this applies to a certain extent at secondary level. A Governor commented that this lack of commitment by some staff is a long term problem and asked whether differences between the Steps approach and the previously used Team Teach, are visible in incident records and LB responded that differences in cohorts make this difficult to correlate. The data in the HT's report was noted. The Chair asked the HT to keep Governors informed.</p>	
<p>10.</p>	<p>Feedback on 'Balancing School Improvement and Staff Well Being' Training course. Feedback on Governor meetings with the staff on 29th November Staff Well Being</p> <p>PI explained that staff sickness rates are high, as is usual at this time of year. Overall, the staff group is an inexperienced one. SLT are having to provide high staff cover frequently. There is little time for training. Governor visits have indicated staff are 'holding' the class rather than delivery quality teaching.</p> <p>In response to Governor challenge, the HT explained she is concerned about teaching levels in the spring term and is planning to make significant use of Senior Leadership Team members and Higher Level Teaching Assistants for teaching.</p> <p>In response to a Governor question, PI confirmed that recruitment for a Deputy Head is planned. Governors discussed the cycle of teacher's moving on. Seeking potential teachers amongst contacts in the sector was also discussed.</p> <p>Pupil numbers were discussed. A Governor asked about predicted pupil numbers and the HT said while the school remains at the Published Admission Number some key stages have more children than they should. Whether to consider joining a Multi Academy Trust was discussed.</p> <p>A Governor asked if SLT are receiving sufficient support and the HT's mentor was noted.</p> <p>A Governor summed up that it is the FGB's responsibility to ensure a safe school where a suitable curriculum is being delivered and this will have an impact on the budget.</p>	

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11.	Discussion on points raised by Chair's Update Document and Kim Pigram's report on her 14th November visit. Covered in previous items.	
12.	Governor training and briefing sessions Reminded to log training on GovernorHub. All Governors to check they have updated safeguarding since Sept 2023 and Prevent within last 2 years.	Governors to check.
13.	Safeguarding Report LJ report noted as received.	
14.	Policy Review Adults at Risk Safeguarding Policy and Guidance. It was noted that this is an LA model policy. The number of amendments was noted and the HT explained that the policy is intended for the mainstream and needs adaption for the special sector. Approved.	
15.	Friends of Granta School (FOGS) KP gave an update on FOGS Winter Fayre and donations. The Chair thanked KP and FOGS.	
16.	School Council Update from SC – new council.	
17.	Any Other Urgent Business No need for meeting on Bouygues. Governors invited to Christmas lunch. Risk of airdrop breach Apple phones noted.	
16.	Date of Next Meeting: Thursday 21st March 2024 at 6.00pm	

Meeting closed 8.15 pm.