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GRANTA SCHOOL GOVERNING BODY MEETING

THURSDAY 21st March 2024 6.00pm
At Granta School



MINUTES

Present:

Governors: Paul Ilott (Chair) (PI),: Jeff Andrews (JA), Jill Broadley (JB), Hilary Crooks (HC), Liz Hunt (LH), Kim Pilsbury (KP) , Ian Wilson (IW).

Tony Orgee (TO) *joined the meeting 6.30 pm.*

Remote: Sarah Crouch (Headteacher), Gill Taylor (GT) Laura Jeffs (LJ), Mary Abeyasekera (MA),

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

Also present: Ann Abineri: Camclerk.

The meeting was quorate.

1.	Welcome and Apologies for absence: were received and accepted from Chris Clarke (Governor) , Linda Alefounder (Associate Member) and Lucie Callow (Associate Member). Not present: David Jones (Governor).	
2.	Governing Body Membership Update Vacancies: no vacancies. Committee Membership: all committees have satisfactory membership although HR would benefit from another member. Succession Planning: PI to stand down as Chair at end of summer term 2024. Expressions of interest are welcome.	
3.	Declarations of Pecuniary Interest None declared.	
4.	Minutes of Full Governing Body meeting Tuesday 7th December 2023 An addition was agreed to item 8: The school should explore if the surplus electricity generated by the PV Array can generate an income through the Smart Export Guarantee scheme. School to contact the schools energy supplier. Approved as a true record subject to this amendment. Review of action points not on this agenda. : Item 4: Teacher insurance: to continue to be monitored. Item 5: Safer Recruitment Training: LJ has completed this. MA has this	School to contact the schools energy supplier

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	<p>training. Other Governors to consider this (this is an assessed online training).</p>	
<p>5.</p>	<p>Committees <u>Curriculum meeting Tues 5th March (unapproved minutes shared)</u> HC reported that reports from visits have been positive. PI had spent two days in the role of a teaching assistant and recommended this to Governors as a way of supporting and monitoring the school. PI also commented that he observed some Duke of Edinburgh candidates on site who were very impressive. GT and CC to do a science visit next term.</p> <p><u>HR meeting Tuesday 5th March (unapproved minutes shared)</u> IW reported that the main topic was staffing.</p> <p><u>Finance meeting Tuesday 12th March (unapproved minutes shared)</u> TO reported that the Cmt had noted the information required to set a budget is very difficult to ascertain. Chairs of three SEND schools to point out to LA DfE and Government that more information is needed to budget sufficiently and that the increases in funding do not filter down to the SEND sector.</p> <p><u>Health & Safety meeting Tuesday 6th February (unapproved minutes shared)</u> JB reported that a concern had been raised in this meeting about lack of H & S data, but this was supplied after the meeting. PI added that he had been made aware that data hadn't been provided in a timely manner due to such a lot going on. H & S report now available on GovernorHub. JB said that the main concern at the Hive is parking and debris in the drive way. SC explained this is being monitored. Concerns were raised about behaviour of some of the other users of the site. The Committee had also asked about the Home Visits policy and ES explained this is done as part of the individual risk assessment for each visit. A Governor expressed the view that ensuring that there is such a policy is part of the Governors duty of care to staff. Agreed that SC would look into a policy and report back. Discussion took place about the damaged gym roof – ongoing.</p>	<p>SC Sports Premium report to GovernorHub.</p> <p>H & S Cmt to add a post mtg note to clarify that the info was supplied.</p> <p>SC Home Visit Policy</p>
<p>6.</p>	<p>Head's Report Governors reviewed the data that has been made available: Social and Behavioural Attendance Safeguarding Staff Absence and Recruitment</p> <p>JA also provided extra analysis on Safety, Safeguarding and Health and Safety.</p> <p>A Governor asked how often this data is updated and SC explained it was previously run prior to FGB meetings but the current version has been produced at a time when there are two more weeks of term. Reports will therefore be clearly dated.</p> <p>A Governor commented that safeguarding data needs to be triangulated with matters such as staffing and pupil attainment, and possible ways to</p>	

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	<p>benchmark data were discussed. The DfE Inspection Data Summary Support was suggested.</p> <p>Discussion took place on how the comparison site gathers its data and SC explained that this information does not come directly from the school but is drawn from sources who themselves gather information. MA advised that attainment data for SEND pupils is school based progress data and evidence for learning and is therefore more relevant than the data that would be used in mainstream schools.</p> <p>The workload of the Senior Leadership Team in generating data was noted.</p> <p>A Governor asked about action being taken in the case of pupils who SC has felt are not having their needs met by Granta. MA reported that this is something occurring at other Schools and is being discussed at Special Heads meetings.</p> <p>MA confirmed that permanent exclusion is an option in some cases and SC explained this is only done if stringent criteria are met.</p> <p>Governors expressed concern for staff welfare and some expressed strong opinions that the safety of staff and pupils over-rides other considerations. SC responded that the most important thing is the right provision for a child according to individual need and Granta plays a part in ensuring that child's needs are met, which may include ensuring they leave us to move on to more appropriate provision.</p>	
7.	<p>Preparation for Ofsted Curriculum Development SEF</p> <p>PI explained that the Self Evaluation (SEF) and other documents show evidence of moving in the right direction. SC added that recent update of the School Action Plan was positive.</p> <p>A Governor asked if full terms can be used with the acronym in brackets the first time an acronym is used in a document.</p> <p>Reference to Governors in the SEF was discussed but after discussion it was felt that it would be more useful to put the plans and intentions of Governors into the Action Plan.</p>	SC to put the Action Plan onto GovernorHub.
8.	<p>Staffing/Deputy Head Update and other staffing</p> <p>PI updated on the recent recruitment round for the post of Deputy Head. It is hoped that further advertising will lead to additional applications.</p> <p>There are still Teacher vacancies (10% below required level) but sufficient Teaching Assistants are in post.</p> <p>A Governor asked how we advertise and possible additional places to advertise were suggested.</p> <p>PI summed up that Granta has excellent experienced staff but applicants may not have realistic expectations of the work and retention may be affected by the high pressure environment. We need staff with empathy.</p> <p>A Governor agreed and asked if our retention strategy should be reviewed. SC responded that the biggest feedback she gets from staff is that they wish to see more of the SLT and have more practical SLT input</p>	SC to follow up.

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	<p>in the rooms. It is also hard to work in a school which is working hard to improve.</p> <p>Several Governors commented that they think a Recruitment Strategy is a good idea. MA confirmed that she has shared ideas with SC but recruitment is a struggle across schools. Reasons for leaving were discussed and most are leaving teaching rather than going to other schools. In response to a Governor question about teacher training , MA responded that there are not many applicants for teaching training and some SEND specific qualifications are no longer available. However she is involved in university and teacher training and will promote Granta alongside other opportunities. SC added that ‘growing our own’ by taking placement students is part of the answer.</p> <p>Whether applicants need SEND experience was discussed.</p> <p>It was noted that many teachers come as Supply and then apply for jobs. Discussion took place on what teachers look for. A Governor suggested expenditure per pupil. A Governor who is a staff member said that the school’s website would be her main source of information. The importance of a high quality application pack was noted. MA and SC to review the application pack.</p> <p>A Governor asked about information online about the funding per pupil and MA explained there are many sources and the information may not be consistent.</p>	<p>SC & MA to follow up.</p>
<p>9.</p>	<p>Data Update <i>Already covered under item 7</i></p>	
<p>10.</p>	<p>Governor Feedback on Staff/Governors Meeting (20/3/24) PI reported that this took place on 20th March 2023 and there were positive and useful exchanges between Governors and the seven members of staff who were there. A Governor pointed out staff attending meetings of this sort are a self-selecting group.</p>	
<p>11.</p>	<p>Physical State of the school This item was referred from LC’s report to Curriculum Cmt. PI stated that the décor of the school is important for moral and well-being. Ways of organising work parties was discussed. The possibility of volunteers from organisations was discussed but there are difficulties from a Safeguarding point of view with volunteering during school hours. It was also pointed out by several Governors that amateur DIY can be counterproductive. A Governor asked if FOGS could help and it was questioned whether maintaining the school fabric is part of FOGS ethos.</p> <p>IW to arrange a quantity surveyor visit to provide some information to develop a programme of improvements.</p>	<p>IW</p>
<p>12.</p>	<p>Governor training and briefing sessions Safeguarding training discussed. It was noted that in-house safeguarding training complements external training modules. It was suggested that safeguarding training is included in the Governor Away Day. KCSIE 2024 will be available by then. This should include an assessment element i.e. quiz. The NGA training module is available via GovernorHub and the Clerk also posts and circulates LA training, which can also be explored via</p>	

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	GovernorHub.	
13	Safeguarding/LAC Update LJ to do a safeguarding monitoring visit. Safeguarding audit booked for 17 th April 2024. LJ suggested Children's Digital Health as a useful addition to Safeguarding.	LJ
14	Friends of Granta School (FOGS) 22 nd March 2024 School Disco. 6 th July 2024 Summer Fair 30 th November 2024 Winter Fair Fireworks raised £2,400 which will go towards minibus.	
15.	School Council/Pupil's Voice No report.	
16.	Policy Update: No policies outstanding	
17.	Any Other Urgent Business Away Day 2024: 10 am to 3.30pm Monday 2 nd September 2024.	
18.	Date of Next Meeting: Thursday 25 th April at 6.00pm (Budget Approval) Remote meeting.	

Meeting closed 8.00 pm