

APPROVED

GRANTA SCHOOL GOVERNING BODY MEETING

**Tuesday 6th December 2022 6.00pm
At School**



MINUTES

Present:

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

Tony Orgee (TO) joined the meeting at 6.15 pm

Via Zoom link: Ruchi Datta (Head Teacher) (items 5 and 6 only),
Laura Jeffs (LJ) Chris Clarke (CC), Kim Pilsbury (KP).

Associate Members: Sarah Crouch (SC).

Ann Abineri: Camclerk.

The meeting was quorate.

1.	Welcome and Apologies for absence were received and accepted from David Jones (Governor) and Linda Alefounder (Associate Member). PI explained the HT will join the meeting for items 5 and 6 only. PI thanked SC for her commitment during this difficult time.	
2.	Welcome to New Staff Governor PI welcomed Kim Pilsbury to the Governing Body. The Clerk confirmed that the appointment process for Kim has been completed.	
3.	Declarations of Pecuniary Interest There were no declarations of interest in relation to items on this agenda. No amendments to the Register of pecuniary interests were requested.	
4.	Approval of Minutes of Full Governing Body meeting Thursday 22nd September 2022 Agreed as a true record subject to correction of typos in item 12.	

	<p>HC become</p> <p><u>Matters arising</u> Brief discussion took place on any further developments regarding academisation. PI summed up that there is no need for action at present.</p> <p>Item 10: PI and the HT to discuss ecological issues. A Governor asked whether the LA have commented on the recruitment bonus. No update on this. The bonus system is in place.</p> <p>Item 12: PI has had a meeting with LH and GT regarding well-being Governor post.</p>	
5.	<p>Committees: <u>Curriculum meeting</u> Tues 11th October (unapprov minutes) No questions received.</p> <p><u>HR meeting</u> Tues 11^h Oct (unapprov minutes) A Governor asked about exit interviews. SC confirmed staff are offered an exit interview or questionnaire. Most opt for a questionnaire but few responses are returned. Several Governors commented that it would be best if exit interviews are done by an external person rather than a staff member. The possibility of Governors doing this has been discussed previously by the GB. There were several comments that this is not part of the Governor role.</p> <p><u>HR Committee ToRs for approval</u> The Clerk reported on wording discrepancy between the wording of the ToR in relation to Associate members voting rights on committees. This wording had been carried over from the previous year but the model LA Standing Orders for the FGB give the option of Associate Members voting on committee matters unless the matter relates to an individual adult or child or other conflict of interests. The Clerk pointed out that Associate Members are appointed to committees to share their expertise therefore it makes sense to utilise this.</p> <p>FGPHS meeting Mon 21st Nov (cancelled).</p>	<p>Further discussion in item 6.</p> <p>Clerk to make changes to documents and post to GovernorHub.</p>
6.	<p>Ofsted Inspection (15th/16th November). Feedback. The way forward. Full report awaited. PI pointed out that there are many positives. PI thanked the HT and SC for their hard work.</p>	
7.	<p>Proposed Changes to Leadership Structure This has been posted on GovernorHub. No questions have been raised. PI praised the SLT for getting the school through this difficult period but things continue to be very difficult. PI pointed out that the SLT is much smaller than in the early days of the school – SLT members who have left have not been replaced for financial reasons. The needs of pupils have grown a great deal, particularly in the</p>	

<p>area of behaviour.</p> <p>The HT explained how the current high pressure situation has affected the induction and development of newer SLT members.</p> <p>A Governor raised the budget situation, explaining £450, 000 carry forward is likely to be available at the end of this financial year.</p> <p><i>*post meeting clarification TO has confirmed that according to the November 2022 BMR, the predicted carry over is £477,966 .*</i></p> <p>The HT explained that the school's financial advisor had warned against a large carry forward. Plans for part of the carry forward is capitalisation for playground improvements, where behaviour can be affected by the environment. The Senior school playground still requires work.</p> <p>The HT pointed out it is hard to predict the financial future but she has considered risk when working on the budget in the last few years.</p> <p>A Governor commented that the FPHS has not met for six months and asked if BMRS are being made available monthly.</p> <p><i>*post meeting note – confirmed that BMRs are posted monthly on GovernorHub*</i></p> <p>SC reported that Budget build is underway and has considered the proposed structure. Possibility of advertising a one year post of additional deputy was discussed. Several Governors commented that a one year post is unlikely to be sufficient to attract the right applicant. It was noted by the HT and SC that EPM may advise against a fixed term post and that it is a short period for any change to be effective.</p> <p>A Governor asked about LA support and the HT outlined coaching and peer coaching that is in place.</p> <p>A Governor commented that staff leaving and recruitment takes up time and incurs significant costs.</p> <p>The HT outlined the sort of applicant she would find suitable – teaching qualified, familiar with STEPS, experienced in well-being and behaviour support.</p> <p>A Governor pointed out that the impact of creating and filling this role would need to be evaluated.</p> <p>The impact of the LA putting pressure on the Published Admission Numbers was noted. A Governor asked what we can do about this and the HT responded that she has told the LA that further pupils cannot be accepted.</p> <p>A Governor asked if the needs of pupils are increasing and the HT explained that the LA has considered different models of special needs provision but change will take time.</p> <p>In response to a Governor question the HT agreed that Covid circumstances have affected children's behaviour</p> <p>A Governor asked about funding for the split site and the HT agreed the site has increased the costs but when it was purchased increased funding was not agreed. The LA are considering further funding.</p> <p>A Governor commented that local changes such as the new Children's Hospital and increased housing will increase numbers of pupils in the area.</p> <p>A Governor asked when new children are funded in relation to their enrolment dates and SC outlined how funding is decided.</p> <p>A Governor asked if external agencies can offer increased support. The HT explained that we no longer get visits from Educational Psychologist and other teams including Occupational</p>	
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	<p>Therapy, Speech and Language Therapy and Sensory Integration support have very little capacity to support the school. The HT has been pursuing possible contacts to offer support but very few practitioners have capacity.</p> <p>A Governor stated that this is a case for budgetary prioritisation.</p> <p>A Governor asked about the balance between taking on a deputy but losing the Behaviour learning leader role. The HT explained this has been taken into account.</p> <p>VOTE: PI proposed the appointment of a new Deputy Head, process to commence in early 2023. Seconded by TO. Unanimously agreed.</p> <p>PI raised the point that Governors may not have received all information that Ofsted quoted e.g. staff leaving. The HT explained that the raw data does not tell the full story. The HT explained she will be happy to explain this in more detail in report to HR committee, for example percentage who have left because of travel difficulties.</p> <p><u>Exit interviews:</u> The HT explained that she or SC know why staff are leaving but agreed that few questionnaires are returned. People may not wish to share this information even where mechanism for doing so is provided. Governors acknowledged this but reiterated that they feel they have not received sufficient information to fulfil their role as Governors.</p> <p>Following discussion it was felt that exit interviews are operational and therefore not within the remit of Governors.</p> <p>Governors pointed out that more information on serious incidents would be beneficial. The HT explained that information on CPoms categorises incidents e.g. level 3 and 4 harm but does not differentiate between pupils and staff.</p> <p>A Governor pointed out that information is held in different places and it is therefore difficult for Governors to identify trends and the general consensus was that the GB requires more information. The HT responded that each set of pupil information is individual and data does not do this justice.</p> <p>A Governor asked about debriefing of staff after serious incidents. The HT outlined forthcoming debriefing training, which is part of the STEPS programme.</p> <p>PI summarised that these matters will be revisited in the New Year and pointed Governors in the direction of the Rapid Improvement Plan.</p> <p>Proposal to split FPHS back into separate Finance and Health & Safety meetings. The review of policies, particularly those relating to Health and Safety, should be reconsidered. Discussion took place on the best format for H & S committee.</p>	<p>For discussion next term.</p>
8.	<p>Governor training and briefing sessions GT as Governor Training Officer, reported that the majority of</p>	<p>All Governors to check and to</p>

	Governors have completed all the essential training. PI's training schedule is on GovernorHub. Governors can contact GT regarding any queries.	complete any further required training.
9.	Head's Report Attendance figures: A Governor commented that the figures aren't clear. The HT clarified.	
10.	Safeguarding Report LJ outlined key points in her report: She had discovered a lot of positives and a schedule has been planned for visits throughout the year. Further action planning will take place when the Ofsted plan has been received. A Governor emphasised the importance of rigorous record keeping. A Governor asked what else has been done since the Ofsted visit and PI pointed out that steps have been taken including the Rapid Impact Plan. A Governor asked why the Rapid Impact Plan refers to Spring 2023 onwards. The SC says it follows the suggestions made. Governors challenged whether this plan is sufficient and whether capacity within school is sufficient. It was noted that review of the plan as it is actioned will demonstrate its impact. PI thanked LJ for her work on this.	
11.	Policies Review: none to review.	
12.	Friends of Granta School (FOGS) Winter fair was a great success. £1,100 raised. Governors praised the excellent enterprise products made by pupils.	
13.	School Council SC reported that a meeting has taken place. Students are going to support SLT on Parent Open Afternoons. The pupils are very interested in the progress of the playground improvements.	
14.	Any Other Urgent Business Governors needed for a Stage 2 Sickness Review. Governors to contact LAF. New facilities manager appointed. Until he commences in post, duties being covered by a member of staff with support from office staff. PI attends Special Schools Heads and Chair of Governors meetings.	
15.	Date of Next Meeting: Thursday 23 rd March 2023 at 6.00pm	

Meeting closed: 7.55 pm.