

GRANTA SCHOOL GOVERNING BODY MEETING

THURSDAY 23rd March 2023 6.00pm
At Granta School



MINUTES

Present:

Governors: Paul Ilott (Chair) (PI), Jeff Andrews (JA) (present 6.30 pm to 7.20 pm)) Jill Broadley (JB). Hilary Crooks, (HC), Liz Hunt (LH), David Jones (DJ). Tony Orgee (TO), Kim Pilsbury (KP). Gill Taylor (GT), Ian Wilson (IW).

Associate Members: Sarah Crouch (SC) (Acting HT) Linda Alefounder (LAF).

Also present: Ann Abineri: Camclerk.

The meeting was quorate.

1.	<p>Welcome and Apologies for absence were received and accepted from Laura Jeffs and Chris Clarke.</p> <p>PI opened the meeting with an extra item, the resignation of Ruchi Datta the Head Teacher which will take effect 31st August 2023. PI will keep the Governing Body informed. Recruitment of a new Head Teacher will be commenced with advertising at the start of the summer term.</p> <p>A Governor asked if recruitment for a Deputy Head continues and it was confirmed that this will be paused.</p>	
2.	<p>Governing Body Membership Update</p> <p><u>Vacancies</u> (one co-opted vacancy): no interested parties at present.</p> <p><u>Committee Membership:</u> all committees have satisfactory membership</p> <p><u>Succession Planning:</u> PI notified Governors that he intends to resign as a Governor in July 2024. Governors were invited to express an interest in becoming Chair or Co-Chair in Sept 2023.</p>	
3.	<p>Declarations of Pecuniary Interest</p> <p>None declared.</p>	
4.	<p>Minutes of Full Governing Body meeting Tuesday 6th December 2022</p> <p>Agreed as a true record. To be signed by the Chair on GovernorHub.</p>	
5.	<p>Committees</p> <p><u>Curriculum meeting Tues 28th February</u> <i>Unapproved minutes shared.</i> No questions.</p> <p><u>HR meeting Tuesday 28th February</u> <i>Unapproved minutes shared.</i></p> <p>The Committee Chair commented that this had been a very useful meeting in light of current staffing issues.</p>	

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	<p><u>Finance meeting Tuesday 7th March</u> <i>Unapproved minutes shared.</i></p> <p>The Committee Chair outlined the key points of this meeting. It was noted that the agenda referred to January BMR (Budget Monitoring Review) but the February BMR was available in the meeting. As there is not another finance meeting prior to the Budget approval meeting, all Governors have been given sight of documents and all Governors are expected to be involved in discussing and agreeing it.</p> <p><u>Health & Safety Working Group meeting Monday 6th March</u> Terms of Reference to be agreed. The Working Group will not be clerked so a member will be responsible for taking notes to be shared with the FGB via GovernorHub.</p>	<p>H & S Terms of reference: working group member.</p>
<p>6.</p>	<p>Acting Head's Report <i>Circulated on GovernorHub.</i></p> <p>A Governor commented that the improvement in staff attendance, although small, is good to see. In response to a Governor question, SC confirmed that following recent successful recruitment of seven Teaching Assistants. Recruitment of teachers also continues, with high quality applicants being welcomed.</p> <p>A Governor commented that pupil attendance continues to be affected by illness rates. A Governor asked if there are any particular concerns and SC explained that some pupils have individual issues and these are being addressed.</p> <p>SC confirmed that previous transport issues relating to equipment have been resolved.</p>	
<p>7.</p>	<p>Update on Response to Ofsted Inspection Report.</p> <p>SC has arranged a 3 day visit from a member of Ofsted in a consultancy role.</p> <p>SC reported that due to the nature of our previous Ofsted visit, it is likely that an Ofsted visit will take place in the second half of the Autumn term.</p> <p>PI confirmed that a great deal of work has been completed on the Curriculum plan, and this has been made available to Governors. The views of external Special Needs advisors have been taken into account and teaching staff views have been listened to.</p> <p>Plans include</p> <ul style="list-style-type: none"> The Formal Pathway to include more specialist subject teachers, and Flexibility of pupils across pathways where appropriate More use of specialist teaching rooms Return to tracking core subjects with termly target reviews rather than twice yearly reviews and improved guidance for teachers. <p>A Governor commented that their conversations with staff indicate that staff wish to improve outcomes for pupils, including some pupils being able to achieve formal qualifications where appropriate.</p> <p>A Governor commented that the plan is clearly set out.</p> <p>A Governor commented that external inspectors are looking for high levels of pupil engagement and involvement.</p>	

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	<p>It was noted that improvement is a journey and that Governor challenge continues to be crucial.</p> <p>Rapid Impact Plan This has been red-amber-green rated. SC explained that this and the curriculum plan have become the most important documents at present.</p> <p>The Chair thanked the Senior Leadership Team for their hard work.</p>	
8.	<p>Governor Feedback on Well Being Wednesday (22/3/23) Five Governors and two thirds of staff were present. Honest and strongly felt views were expressed by staff which the Governors appreciated. Staff commented on the following areas: Curriculum, feeling valued, problems being short staffed, increased numbers of pupils per class, needs of pupils and changes in the behaviour management programme being used.</p> <p>Governors discussed the matters that staff shared which included access to Dojo, having to provide resources, overall emotional well-being such as access to an external counsellor or listener and low self-esteem in terms of feeling proud to be part of the school community. It was agreed that the enthusiasm of the staff to speak to Governors was important and that a positive buzz is developing.</p> <p>In response to a Governor Questions about pupil needs, SC explained that changes in the Steps behaviour management is the key area. A Governor asked if this programme is worth proceeding with and SC explained that there have been huge issues in finding time to train staff in Steps when staff have been so short. Ways of increasing Steps training staff were discussed and a Saturday session was suggested. SC explained that she has been getting expert Steps trainers in when possible but unfortunately LA behaviour observers have not been able to attend. A Governor asked if Steps can be delivered via a train the trainer model and SC agreed that this is attempted but short staffing has a detrimental effect on this.</p> <p><u>Well being Survey</u> The well-being survey was discussed. It was noted that Governors felt that this should have been made available at an earlier stage. This led to discussion of the ways of moving forward. Governors felt that a response to the survey by SC is essential to show what is being put in place. It was agreed that this was a very valuable event and another event should be planned.</p> <p>The high response rate (83%) to the well-being survey was noted and time scales for repeating it were discussed.</p> <p>A Governor asked how this work on well-being will inform Head Teacher recruitment and it was agreed to consider this when recruitment documents are prepared. Working party to consider this.</p> <p>A Governor passed on a health and safety concern and SC and LAF explained how this is managed.</p>	

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8.	<p>Governor training and briefing sessions GT has checked Governor records and contacted Governors who need to update their training. The Clerk explained that the LA have recommended an Equality, Diversity and Inclusion module and she will provide a link to this on GovernorHub. The Clerk has shared the LA annual Governance Conference documents on GovernorHub. In school Safeguarding training to be put on GovenorHub noticeboard. In light of succession planning, it would be useful for Governors to consider Preparing for Taking the Chair and Safer Recruitment,</p>	Clerk to post link
9.	<p>Safeguarding/LAC Report The Clerk confirmed that a Complaint has been dealt with dealt with following the agreed Complaint Procedure. The matter has now been concluded from the point of view of the panel with the final paperwork being checked by the LA. The Panel felt well-supported by the LA. The Panel recommended the following actions to the FGB: H & S work to investigate what follow up of incidents takes place - GT commented that the FGB have set up a H & S panel and allocated members have already identified the need to look at the closure of incidents. A question regarding the type of scissors used by the children in school was answered by SC. An LA Safeguarding Audit to be requested. LJ to carry out safeguarding visit.</p>	<p>H & S working party</p> <p>SC to contact PN</p> <p>LJ</p>
11.	<p>Friends of Granta School (FOGS) KP, as Chair of FOGS, updated the GB on planned events and trusteeship. A member of the GB, LJ, is becoming a trustee.</p>	
12.	<p>School Council/Pupil's Voice LH attending.</p>	
13.	<p>Policy Update: No policies outstanding Clerk looking into ways of managing policies on GovernorHub.</p>	Clerk
14.	<p>Any Other Urgent Business Away Day 2023 date to be confirmed.</p>	
15.	<p>Date of Next Meeting: Thursday 20th April at 6.00pm (Budget Approval)</p>	

Meeting closed: 7.50 pm.