

Gresham Village School and Nursery

FULL GOVERNING BODY

Monday 12th July 2021 at 19:00

Present

Sarah McDonald - Chair	SMcD	Marc Goodliffe – Head	MG
Julia Drury	JD	Constance Tyce – Trustee	CT
Rosabelle Batt	RB		
Chris Hunter	CH	Sarah Rankin – Clerk	SR
Elizabeth Wheeler	EW		
Alice Vargo	AV		
Steve Balmer-Walters	SB-W		
Becky Dunnett	BD		

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed governors to the final meeting of term and welcomed staff governor Becky Dunnett to the Board. There were apologies from GS. There were no declarations.	

2. MINUTES OF THE MEETING 26th APRIL 2021 AND MATTERS ARISING

	ACTIONS
The minutes were checked for accuracy. One typo was corrected. Clerk to print for signature.	SR
Matters arising: <u>Subject presentations:</u> subject summaries were submitted to the Curriculum Committee held on 9 th July. <u>Village Hall Committee:</u> MG has written to thank them for the use of the car park.	

SIGNED AS A TRUE AND ACCURATE RECORD BY CHAIR..... DATE.....

3. HEADTEACHER'S REPORT - MG

	ACTIONS
<p>MG presented the Headteacher's report. The following was noted:</p> <ul style="list-style-type: none"> Rosemary Kett (VNET) visit on 9th July was very useful, with clear progress evident since the last visit in November. Childrens' books were scrutinised and inconsistencies in marking were highlighted. MG has talked to teachers about this today. In addition, punctuation remains a challenge across the school. It was observed that this has been a long-term problem and is not Covid related. The need to breakdown how punctuation is taught at a very early age was flagged. <p>Governors highlighted the importance of learning punctuation in Reception with it being closely linked to reading. However, it was also noted that this is a fine balance and that over focus on punctuation in Early Years can dampen creativity. MG advised that training on teaching punctuation is being given this week which will be cascaded down to all staff in September. The need to understand the building blocks and language to use was noted.</p> <ul style="list-style-type: none"> Areas for focus of teaching next year: <ul style="list-style-type: none"> ➤ Framing work objectives ➤ Sequencing The school continues to grow with Year 1 almost full. It is expected that the school will become single-form entry within the next 2 years. Conversations have been held with Synergy Estate Manager Rob Watton today with regard to a mobile classroom. 	
<p>Children's recovery: KS2: in a good place, are making good progress and will catch up. KS1: more concern upon return in March but the children are now in a much better place. Tests in maths, reading and writing show improvement over the past 2 months. Some concern for Year 1 where several children had been flagged for support pre-pandemic. With 27 children in the class, support staff will be needed all day next year.</p> <p>Governors asked for clarification on the type of concerns. The Head advised that concerns are mostly social and emotional, and may be developmental exacerbated by the school closure.</p> <ul style="list-style-type: none"> Reception: meeting learning goals. Nuture groups were discussed. These were set up since reopening in March for Year 6 and Year 2, successfully run by BD. It was agreed that careful consideration will be given regarding the deployment of staff next year to run nuture and reading groups. 	
<p>SIDP: Priority 1: Implementation of the curriculum</p> <ul style="list-style-type: none"> Precise learning objectives Sequencing of learning objectives Outcomes for children 	

<p>Priority 2: Implementation of the writing strategy (including punctuation)</p> <p>Priority 3: Implementation of the new EYFS requirements</p> <p>Priority 4: Developing leadership in the school</p> <p>Priority 5: Emotional Health and Wellbeing strategy. A working party has been created to put the strategy together. All governors were invited to participate.</p> <p>MG advised that a full and detailed SIDP will be presented to governors in September. It was agreed that the first LGB meeting of the academic year would focus on discussion of the SIDP and the governor monitoring plan.</p>	
<p>Website: Governors approved of the new website and praised its improved functionality and clarity. MG reported a good relationship with the external designer who will carry out any updates promptly. A blog has been added which links directly to the school Facebook page and updates automatically. It was noted that Facebook will not be used as a communications tool with posts locked for comments.</p>	

4. CHAIR'S REPORT

	ACTIONS
<p>School's aims and values:</p> <p>The Chair held a discussion to the school's aims and values as published on the website. The importance of governors' familiarity with the aims and values was underlined. Aims and values are exemplified each week in assemblies and Rainbow Awards are linked to aims and values.</p> <p>Governors considered whether it was time to refresh the aims and values and make them more succinct, simple and straight to the point. It was agreed that 'reading' needs to be included, along with diversity and inclusion.</p> <p>The possibility of using an INSET day for governors, the PTA and School Council to revisit aims and values was agreed to be a sensible idea.</p>	
<p>Governor responsibilities:</p> <p>Responsibilities were confirmed as follows:</p> <p>SEND – SMcD</p> <p>Safeguarding – CH</p> <p>PE and Sport – SB-W</p> <p>PP, LAC and PLAC – SB-w</p> <p>Attendance – CH</p> <p>RHSE – EW</p> <p>Staff wellbeing and workload – EW</p> <p>Equalities – Alice</p> <p>Clerk to check with RL that the list of responsibilities is complete</p>	SR

5. LGB TERMS OF REFERENCE

	ACTIONS
Governors were asked to look at the Synergy LGB overview and terms of reference document over the summer. A discussion will be held at the first LGB as to whether to adopt it.	ALL

6. COMMITTEE REPORTS

	ACTIONS
Management Committee: JD reported the following: <ul style="list-style-type: none"> • First outdoor school trips have recommenced. Wonderful for the children's wellbeing • New receptionist in post now JG has reduced her hours • Finance – cautiously optimistic • Ongoing issues with boiler • New member of teaching staff appointed – Megan Brown • New classroom created from conversion of Blue Room 	
Curriculum Committee: GS away. Defer to September.	

7. SCHOOL EVALUATION FRAMEWORK (SEF)

	ACTIONS
The new SEF was presented to governors. This has a new format and is a dynamic document which will be reviewed termly. Governors were reminded that the purpose of the SEF is to inform the position of the school at a specific point in time and therefore the priorities for improvement. It was noted that evidence of progress is being referenced and documents are accessible from MG.	
Head to publish SEF on GovHub	MG

8. GOVERNOR MONITORING

	ACTIONS
The governor monitoring plan for 21/22 will be discussed at the first LGB of the new academic year.	

9. SAFEGUARDING

	ACTIONS
CH and MG will be meeting before the end of the year to produce the annual safeguarding report.	MG/CH
Safer recruitment training: SMcD and CH will attend the Trust-wide training in September.	

SCR checks: CT discussed the external audit carried out at Antingham, and suggested CH look at the template used when carrying out the next SCR check to ensure compliance.	
---	--

10. UPDATE FROM THE TRUST

	ACTIONS
<p>CT reported that the merger is on track to take place on 1st September. Primary Lead Richard Lord is meeting regularly with primary heads. Chairs of governors meetings are scheduled to take place regularly following the merger.</p> <p>CT advised that her link with the primaries will end and that therefore she will no longer attend governing body meetings. CT's role will now be linked to vulnerable pupils across the Trust.</p> <p>CT thanked all members of the LGB for their ongoing support to the school.</p>	

11. FGB MEETING SCHEDULE 21-22

	ACTIONS
<p>FGB: It was agreed that FGB meetings would be held twice a term on Mondays at 7pm.</p> <p>Curriculum Committee: This will continue termly on Fridays at 1pm</p> <p>Management Committee: A meeting will be held at the beginning of term to discuss future need.</p> <p>Clerk to circulate dates on GovHub.</p>	SR

12. A.O.B

	ACTIONS
The governing body bade farewell to JD following many years of service to the LGB. The Chair thanked JD for all her support and wished her well in the future.	

There being no further business, the meeting was closed at 21.10 by the Chair.

**Date of next meeting: Monday 27th September at 7pm
Gresham Village School and Nursery**