

Townley Primary School & Pre-School

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Headteacher: Mrs Maria-Anne Higgins

Hybrid Meeting of the Full Governing Body Thursday 19th May 2022 at 6:30pm

Name	Initials	Role	Present / Apologies / Absent
Sarah Bayliss	SB		Apologies
Yvonne Chenery	YC		Present
Simon Freeland	SF		Present
Maria Higgins	MH	Headteacher (HT)	Present
Nathan Lansdell	NL	Associate Member	Absent
Jeanette Redding	JR	Vice Chair	Present
Sue Rudge	SR	Chair	Present
Paul Simpson	PS		Absent
Giles Thorlby	GT		Present from 7:23pm
Sophie Pheasant	SP	Clerk	Present

		Action	By whom
1. Opening formalities	<p><i>1.1 Those present and apologies</i> The Chair welcomed all present and stated apologies on behalf of SB and explained that GT will be joining the meeting at a later time. Apologies not given by NL or PS.</p>		

Signed by the Chair on

2021.....

	<p><i>1.2 Acceptance of apologies</i> The Chair's apology on behalf of SB was accepted.</p> <p><i>1.3 Confirmation regarding issues of confidentiality</i></p> <p><i>1.4 Declarations of Interest relating to an Agenda item</i> SF declared an interest.</p>		
2. Minutes of previous meeting and matters arising	<p><i>2.1 See Action Points from previous meeting</i></p> <p>AP1 - Safeguarding Governor to recheck SCR - completed AP2 - GT to complete NGA safeguarding module - to do AP3 - Share energy efficiency report - HT will share next Monday AP4 - Update re. swimming pool roof funding - deferred to next meeting AP5 - Report on funding possibilities - completed AP6 - GT to share website report - completed AP7 - Ensure training opportunities and visit reports are logged onto Teams - all AP8 - Inform governor services of decision re. Chair - completed AP9 - NL to produce flyers - to do AP10 - Encourage parents to use ParentView - completed AP11 - Feedback on staff's safeguarding survey – deferred due to Ofsted quest.</p> <p><i>2.2 Agree the minutes</i> All present agreed to the minutes.</p> <p><i>2.3 Chair to sign the Minutes</i> The Chair signed the minutes pertaining to the previous meeting.</p>		
3. Headteacher's report	<p><u>Opportunity Area</u> HT said that a year 6 child is being filmed as a case study for his journey through school.</p>		

	<p><u>Attendance Data</u> HT explained that the school could not be rated 'outstanding' by Ofsted because persistent absence is considered high. The Ofsted report does differentiate between those with SEND/medical needs. HT has authorised hospice stays and absence for medical appointments. HT is mindful of the impact that absence has.</p> <p>Governor Challenge - Are any children on their third letter? HT explained that there are two families in their eighth week of monitoring. 3 children from one family have seen a 10% rise. One family has maintained good attendance, but there were ongoing problems with the other family and that family has now been fined. HT believes the system is proving effective in the majority of cases.</p> <p>Governor Challenge - What was effective? HT believes that while the idea of being fined doesn't bother some parents, that once they receive the fine they then realise there is an underlying legal aspect/case.</p> <p>Governor Challenge - What causes persistent absence? HT said that one child has siblings that are homeschooled so questions arise regarding their need to attend school. Some children say they don't wish to come in and the parents do not encourage attendance.</p> <p><u>Building Works</u> HT said two companies are preparing bids and she should know more after half-term. Work is expected to start in July 2023.</p>		
4. Term Dates 2022 - 2023	All present accepted the term dates suggested by HT.		
5. OFSTED Inspection	HT said she is delighted with the report and that feedback from children, parents, staff and the community has been very positive. The children are all pleased and proud. She received a lovely email from The Heron & Welney News. Others have offered their		

	<p>congratulations. HT thanked all governors and staff. Some newspapers have contacted HT about the positive inspection. Governors are also proud.</p> <p>Governor comment - Whether people have children in the school or not, they feel that the school reflects their community.</p>		
6. SIDP & SEF	HT said there are new areas for development and that a new one is currently being processed.		
7. Governor updates from monitoring visits, training etc.	<p>HT thanked SB and Chair for coming in to observe SATs admin and the secure storage of papers being signed in and out. The Chair observed KS2 during their exams, while SB observed a SEND child, as part of the cohort, having extra time. Noted that everything was well administered.</p> <p>Governor comment - HT has kept away from KS1 SATs due to a family connection, and only signed in the original sealed tests with witnesses. The Chair sat with a member of staff and a vulnerable KS1 child for SATs.</p>		
8. Safeguarding updates	<p><i>8.1 Report from Safeguarding Governor, including SCR monitoring</i> The Chair has met with TC. All necessary and relevant documents have been received for newest staff member but are yet to be logged on the SCR.</p> <p><i>8.2 Feedback from staff safeguarding survey</i> Deferred due to staff absences.</p> <p><i>8.3 Internet safety pupil voice feedback</i> The Chair and NL met with children regarding internet safety. One child explained the rules within their home regarding gaming. The Chair expressed their concerns that some children access age-inappropriate games outside of school, that most access the internet at home without adult supervision, and that some children don't know how to play because they only know how to 'game'. HT and the governors discussed the impact of gaming on motor coordination, handwriting, socialisation etc. The Chair stated that all leaders need to offer opportunities away from gaming. HT agreed,</p>		

	<p>adding that an OA art project has helped parents and caregivers engage with children. HT added that story sacks are to be done for younger children.</p>		
<p>9. Health & Safety</p>	<p><i>9.1 Premises and maintenance</i></p> <p><u>Swimming Pool</u></p> <p>HT explained that the swimming pool is expensive and needs new sand, a multivalve and a separate thermometer. As an alternative, HT enquired about using a swimming pool in Emneth and was quoted £240 for 6 sessions for 15 children. She suggested sending Year 3 pupils because Years 5 & 6 have had the opportunity to swim in the past and Year 4 have time to catch up in the future. HT was quoted £330 per trip for travel, which could double if the company needs to cancel other school runs. There are no confirmed pool times available. HT explained that she cannot use PP to fund swimming.</p> <p>Governor Challenge - Are you saying that the price of repairs is worth it?</p> <p>HT explained that the children love swimming and that it may reduce costs to use an ASA qualified coach instead of a teacher.</p> <p>Governor Challenge - Do we have enough adults to supervise?</p> <p>HT replied that, in addition to staff, only one parent attended Resus. training.</p> <p>Governor Challenge - Perhaps it's time to advertise it and get children and parents involved in fundraising for the swimming pool.</p> <p>Governor comment - The pool is an asset and can be sold if unable to maintain it.</p> <p>HT explained that FOTS raised £800 towards our swimming pool costs. She added that the current chair is to step down soon as her child is reaching the end of year 6. Two other FOTS members are interested but only if they can co-chair.</p> <p><u>Building</u></p>		

	<p>HT said the school needs new curtains, carpets etc but that these are best done after building works are completed. She has received a quote for £1,000 to replace the blinds in the hall, which is going ahead. She said she would like quotes on lighting, to replace the lighting in Hawker to match those in other classes.</p> <p>Governor Challenge - Are blinds safe? HT explained that the blinds are safety approved and will have fixed cords.</p> <p><i>9.2 Outcome from 5 year electrical check</i> SF explained that there were some things listed that he could not find. There are a number of old distribution boards that are now technically obsolete and that finding a direct replacement could be very difficult and they would come with lots of disclaimers. He has completed one item, saving the school £81. The dishwasher isolator is used and the lower screw was missing.</p> <p>HT - Is there any work in the mobile that needs to be done? SF replied that there are two lights not working but they are near the windows so are not a concern. The window socket that was off the wall has been replaced.</p>		
10. Policies and procedures	<p>All policies listed below were agreed to:</p> <ul style="list-style-type: none"> 1. Acceptable Use of IT 5. Attendance 17. Freedom of Information 28. Missing children 29. Non-Collection of children 38. Safer Employment 42. Staff Induction 48. British Values Statement 49. Staff Grievance Procedures 18. Effective Feedback/Marking 		

	<p>21. Home School Agreement 26. Lone Working *** 36. Support Staff Probation 43. Allegations against Staff 47. Teaching & Learning 55. Site Security ***</p> <p>The Chair explained that she has already corrected a spelling error in policy 48. Governor comment - 21 is brief but kept to the values of the school. Governor Challenge - 47 needs some corrections, and under handwriting on page 6 - 8, it says older children should always use a handwriting pen. Would that be in maths as well? HT replied that if drawing children may use a pencil but if writing they should use a pen.</p>		
11. Finance Updates	<p>HT stated that she is unhappy about SEND funding and that Jonathan Lewis is looking into it. However, the school has so many children with SEND that the school does not have the funding to maintain staff. HT explained that the school currently has 8 children whose needs are significant and 2 children with medical needs who would be at risk without support. There are 6 others, either with ASD or awaiting diagnosis. It can take four years to receive an ASD diagnosis. Some children are two years below their peers. One PP child has left the school.</p> <p>Governor Challenge - When does it become unsafe? HT explained that at the moment it is still safe.</p> <p>Governor Challenge - Do we get sparsity funding? HT replied that sparsity funding is decided yearly but that this might change and that it may have implications.</p> <p>Governor comment - When thinking about staff redundancies you should think about the impact that it will have on remaining staff that will need to pick up their work.</p>		

	HT explained that a staff member has now been informed of their redundancy and that another staff member, upon hearing of funding difficulties, has asked for their hours to be reduced.		
12. Communication with stakeholders	<p>HT explained that she received a response to her letter to MP Greg Hands but that it had referred to Staffordshire throughout so the information was not helpful. The school has had an energy survey and The Chair is to discuss the calculations with the relevant staff member. HT stated that there is more than a 5% increase in energy.</p> <p>Governor Challenge - Have Cambs. heads raised this as an issue?</p> <p>HT replied that there hasn't been a cluster meeting but that they do not seem to be discussing it. She added that if others are not in a similar financial situation they may not realise this is an issue.</p> <p>HT added that parents and carers have now been informed of the outcome of the OFSTED inspection.</p>		
13. Impact of meeting & impact of Townley on other schools	HT continues her involvement with and support of Spring Meadow. The Chair is now supporting Kinderley Community Primary School and another governor is supporting a different local school and might become an associate governor for a trust. Having met with a Townley teacher, a teacher at Kinderley is now interested in using CUSP.		
14. Any other business	HT explained that three staff members are now engaging in Forest School training, which is intense and unpaid, but will lead to a level 3 qualification. One staff member has now built a rope swing in the forest garden.		
15. Future meetings	<p>Thursday 12th July 2022</p> <p>Meeting closed at 8:25pm.</p>		