

GLEBE PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Glebe Primary School, Sussex Road, Ickenham 12th May 2022 – 18:30pm

Mr J Buckingham (Chair)
Mrs P Swindells (Vice Chair)

Mrs M Penney (ex-officio)	Miss D Lubbers
Miss J Brown	Mr P Niznik
Mrs J Campbell	Mrs S Rai
Mrs R Collins	Miss K Rhodes ^
Ms L Dwyer	Mr R Shah
Mr R Everett	Mr S Youens
Miss J Griffiths ^	



* Denotes apologies received ^ Denotes associate member
+ Denotes member absent ~ Denotes member late

Action

3075	Apologies None	
3076	Minutes of the last meeting Agreed with no amendments.	
3077	Matters Arising None.	
3078	Matters for any other business None	
3079	Headteacher's Report - <i>distributed via email prior to meeting.</i> Head shared a letter with governors that was sent to all your 6 parents about Year 6 SATs and how well the children have performed. The year 6 team were complimented on putting the children first and supporting the school's ethos. The Chair thanked the staff for everything they have done for the children and complimented them.	MP
3080	School's Jubilee Governors were directed towards the school's newsletter as any announcements will be on there. 2 Dance schools will showcase the dancing. Select school of Dance- ex Glebe pupils. Hoping to involve past pupils in arrangements. Past Headteachers: Nick Alford is coming, Sarah Court is away and can't come. Football match- Ickenham Dads on the Saturday on the MUGA- spectators will stand behind the fence to allow space to play. Choir are performing; pop up bars and people can bring their own drinks; DJ (also ex pupil) playing music from 1950s onwards throughout the time. Sports Day there will be parents' races due to popular demand and parents will be able to attend this year. Hoping that PSD will run it again as very effective last year.	MP

3081	<p>Vacancy for Clerk Chair, Head & rep from Schools HR interviewed last Tuesday for Jackie’s Office Manager Role. Appointed a strong applicant, had glowing references and has done the role previously. She was willing to fulfil the role of the clerk too.</p> <p>Does she have experience of clerking? Will she need training? No she doesn’t but we can arrange training for her.</p> <p>Does she have experience of minuting disciplinaries etc She has a lot of experience. She needs to give 2 months’ notice so will start in July to give her time to settle in and get to know the staff before September.</p> <p>Will she be able to come to the next governors’ meeting to observe? We can ask her to see if she can. Danielle did say she would help with the transition so we can contact her to ask her to do so.</p>	MP & Chair
3082	<p>Governors Allocation Temporarily Governors have stepped into vacant positions: RC – Antbullying Adopted governors for classes SR- 6L & 4JL RC- 1C & 1S LD- Nursery RS- RLB</p> <p>Will redo in September at the start of the new academic year.</p> <p>What do we for this? There is a document as to role requirements. JC has a copy & will distribute to others.</p>	MP
3083	<p>Finance Report JBr reported back from the finance meeting. Reviewed end of year numbers and cost centre summaries looking at things that were over or under budget.</p> <p>MP - Hillingdon hadn’t finalised our income, lots were estimated. We have to sign it off tonight. We have contacted Graham Young and we’ve agreed with the LA that we estimate for next year based on our numbers of SEN minus our current yr 6s. However, there was a lot of funding from that year group we now won’t have. We don’t know about the future needs in Nursery children coming through. We’ve planned for worst case scenario and went for the lowest monetary numbers in just in case.</p> <p>The £150,000 transferring from revenue to capital wasn’t reconciled so we are bang on our 8% to carry forward.</p> <p>JBr shared Financial Governor agreed budget 2022- 2023</p> <p>Did we get the laptops for the PP? MP The laptops from the DFE can do very little as too little memory: they can do Microsoft office and can link to the server so staff have been loaned them for reports. We have other laptops which Inspire are trialling with SD cards to increase memory, to see if these can be used in the classrooms and for the PP children. We want PP funding to based on census from October and January- At the moment, we have surplus so want to provide uniforms etc for the children for next year.</p>	MP/JBr

	<p>Currently Winston Whyte does supply teaching in KS2 to free up SLT from some of their teaching commitments. We can stop this next year, if we need to due to increased costs of running the school.</p> <p>Are you fully staffed in September and will there be any ECTs in September? MP- We are fully staffed. There are no ECTs currently or next year. It's actually cheaper to employ a teacher for 3 years than an ECT due to the training and release time across the 2 years as well as the mentor and the tutor. This can also be quite disruptive on the children to have that time away from their teacher.</p> <p>We have employed a teacher that was really experienced but she was clearly the best candidate on the day rather than us trying to not hire ECTs.</p> <p>Always in February, we do a questionnaire to the staff about plans for the following year but things can change before May 31st which is the resignation deadline for teachers.</p> <p>Tom Perkins might be coming out of class but if need be, he can stay in class and we cover a day.</p> <p>Are we aware what our budget is? On Monday, Hillingdon hadn't finalised the income. We have to have it signed off by 12.5.22 but as they're not yet ready we've agreed to estimate based on our SEN numbers that we know and have gone for the lowest possible estimate so there is no shock with it being lower than expected. So now because of the new building we have brought it down to exactly the 8% that we are allowed to carry forward. We have a drop in numbers for Reception but the funding is based on the October census.</p> <p>Are there any plans for these. Yes. There are plans to include smart boards and computers on a rolling programme taking 480,000 which will be for future use. This money will help with the low birth years coming through the school and if we have a plan to use the money, they can't claw it back.</p> <p>JBr New build- slightly delayed due to sourcing materials. They were planning for the 18th May for the panels. We've had the permissions but materials are delayed.</p> <p>Governors agreed the budget and chair signed.</p>	
3084	<p>Academy Status- Rolling item</p> <p>Head in the Elliot academy stated about decisions that were taken out of her hands, which at first was hard but then it was no longer her responsibility and she liked this .</p> <p>If there's change in government, this won't happen. Multi-academy trust should be a minimum of 3,000 children. No trusts have got this at the moment and they might get subsumed.</p> <p>Are the Local Authority looking into it whether they can run a trust? They won't be able to do so.</p> <p>White Paper states this should happen by 2030, the speaker said there's a lot of political time . LAs cannot run a trust but can recommend to join certain ones.</p>	MP

	<p>NAHT and LAS are opposed. The recommendation, from governance training, is to have academisation on an agenda and just have discussions but don't take immediate action.</p> <p>The newly formed School's Partnership will be sharing CPD. Although we're not an academy trust, it's not an academy but this might help us be left alone for a while yet.</p> <p>Are there any formal arrangements at the moment in place? Is this something that should be?</p> <p>No but sharing resources galvanises schools to not be swayed by academies to join them if it's not necessary or if we do have to a later point, perhaps this will then happen within the partnership. There's 45 schools involved and it's in its infancy but there have been some discussion of this. Primaries don't want to be in a secondary led MAT due to how they view primaries. However, there is such a shortage of spaces of specialist provision and more children are coming who need this as they are pre key stage and have significant needs. This will be the same for them with year going into year 7. 2 pupils have been disapplied from SATs as working pre key stage. We could help secondary schools with how to support this as when they are there we can show them what we would be doing for the age range they are currently working at. At the moment, within the partnership, we need to implement a management structure and embed it and then see. There will be an independent chair who has a national leader status.</p> <p>Are the 45 schools academies or are they run by themselves?</p> <p>There are some academies involved and some trusts, some church schools. There's a real mixture.</p> <p>2 inspections that result in RI will automatically move you to an academy so that's still the same. A few schools had to do this and then the MAT also got RI. The government are planning by end of 2024, to bring in 500,000 new teachers. However, according to various articles, there will also be mass redundancies.</p>	
3085	<p>Working Parties</p> <p>Governance</p> <p>Governor's mark- The Vice Chair shared certain sections of the document and risk management. Evidence can go over more than one box.</p> <p>Sections 1 & 3: " The governing body plays a key role or setting and manging risk appetite and tolerance."</p> <p>The Governing Body split into several small groups sharing evidence for the section and gave these back to the Vice Chair to collate.</p> <p>The Vice chair asked the governing body to forward her their completed proformas after they have completed their deep dives, on Foundation Subjects, with SLT. She will send this proforma out again and thanked those who had already sent them in.</p> <p>SR expressed interest in wellbeing so will join JC looking after that area. LD has already joined the Curriculum & Policy and wishes to help with future ECTs – JC isn't able to spend as much time doing Pupil Premium- RS to join with this. Chair thanked Vice Chair for all hard work</p>	Vice Chair

3086	<p>Governor training</p> <p>Vice Chair sent round slides and link to video. They mentioned about attendance guidance for September- it's not statutory at the moment.</p> <p>There are slides for each section of the white paper and implications for governors- eg recruitment and retention and impact on budget on starting salary being £30,000- this has a knock on effect for the other members of staff and the finance committee.</p> <p>Chapter 2 curriculum behaviour and attendance- implications need to be aware of September 2022, subsidiary white paper working together to improve school attendance. They felt the burden was moving away from parents to schools. If a school has below average attendance, it's impossible to be graded good.</p> <p>They are expecting schools to get inundated with requests from parents for 1:1 tuition "What are you doing for my child?"</p> <p>MP The issue we have, is we have only been given £5000 for disadvantaged across the whole school that's 15 weeks of 1:1 tuition for 6 children only .</p> <p>Vice Chair: The pledge in the white paper, the school will provide evidence based support if the child falls behind in English and Maths. As governors, we have been told that we need to define what falls behind means and find out how our school uses National Tutoring programme as we will be asked about this.</p> <p>There will be a league table published of using it and who is not; this is shared with OFSTED.</p> <p>MP- We will be not using it, as we want staff who know the children to be working with them. However, th DfE will be in touch, to find out why we are not.</p> <p>By 2030, the government are pledging that 90% of children will leave primary school at age related expectations combined for Reading, Writing & Maths.</p> <p>MP this is a huge increase as in 2019, the last time there were statutory assessments, it was 65%. Also with more SEND children joining main stream schools, as there are no places at specialist schools, this will be very unlikely.</p> <p>There is a real push on attendance after the pandemic.</p> <p>Do we have an attendance policy?</p> <p>Yes it's a statutory one</p> <p>MP- There's many requests for holidays in term time at the moment. Our attendance is till above the National Average and at the moment our Covid numbers very low. We want to find innovative ways to address lateness as well as absence persistent absence. However, we have many children, such as the children in our SRP, who have appointments at great Ormond Street which is a whole day out.</p> <p>Participation team you have to send out 3 warning letters before can act.</p> <p>We have also some families with significant bereavements. We need to look at requests for absence case by case.</p>	Vice Chair
3087	<p>Sub Committees</p> <p>The Headteacher had her performance review with Paul Wiggins, the chair and Vice chair of Governors. We performed our statutory obligation and we were all very satisfied with the progress made.</p>	Chair
3088	<p>Link Governors</p> <p>PN In the C& P meeting, we had an excellent presentation of Maths and the progress of the Sen children being achieved- this was shown with concrete evidence.</p>	

	<p>LD We also had a Learning Walk focusing on Early Reading. It was wonderful to see the structures in place to use so many members of staff with such consistency and the staff development that has been put in place to enable this to happen was very impressive.</p>	
3089	<p>Adopted Governors Vice- Came in Monday to ensure the protocols were all in place for the KS2 SATs. There was a very calm atmosphere. Everything was locked away and recorded and all procedures were adhered and well organised. Whilst I was in, I noticed that the displays of the children's work were brilliant; especially the SRP and the ones about the butterflies. If you do come in, do look as they're incredible. Lisa Millington has really put a lot of thought into these displays; they really reflects ethos of the school and how much the staff value the children.</p> <p>Have there been any nominations for governors' award? No. However, we wanted to give it to the year 6 team for how well they prepared the children for their SATs, they were really emotionally prepared because for them. We could give at Leavers' Assembly.</p> <p>MP- Natalie's award will also be given at the Leavers' Assembly. Natalie's husband and daughter will come and award it and they have helped to design it. It is specifically for people who have overcome barriers. One specific child has made 6 years progress in reading in 2 years. She has struggled socially but has now flourished and Natalie was the link governor for her class. It seems fitting for it to be given to her.</p> <p>When is the Leaver's Assembly? Last day of term Friday 22nd July. Hopefully, it will be outside like last year. It was lovely.</p>	
3090	<p>Any Other Business</p> <p>None</p>	Chair
3091	<p>Agenda items for the next meeting</p> <p>-</p>	
3092	<p>Dates for Future Meetings</p> <ul style="list-style-type: none"> - Thursday 7th July 2022 - - dates for next year will be organised and distributed soon. 2 days inset 1st 2nd September 	
	Meeting closed at 19:48pm	

I agree that this is a true and accurate record of the meeting dated above:

Signature: _____
(Chair of Governors)

Date: _____

Appendices 1



**Head Teacher's
Report to
Governors
Thursday 20 January 2022.**

School Context

SRP/Inclusion Reports for Governors

SRP Report

Inclusion Report

Covid Update

FOG Update

Safeguarding Update

Anti-Bullying Update

Complaints

Autumn Term Data

EYFS

KS1

KS2