



GLEBE PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Glebe Primary School, Sussex Road, Ickenham 26th January 2023 – 18:30pm

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

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

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

Action

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| 4040 | Apologies Louise Dwyer, Rita Collins, Danique Lubbers | Chair |
| 4041 | Single Central Register Signed by JB | Chair |
| 4042 | Approval of minutes from the last meeting Minutes from 24 th November 2022 approved and signed | |
| 4043 | Matters Arising None | Chair |
| 4044 | Matters for any other business Julie Brown - tenure | Chair/ Clerk |
| 4045 | <p>Head teacher's Report – <i>distributed via email prior to meeting.</i> <i>Questions sent in and answered</i></p> <p style="color: red;">Any other questions on the Head Teacher's Report?</p> <p>Head teachers report sent out and Governors have asked questions which have been answered.</p> <p style="color: red;">Is there anything that anybody wants to respond to the questions?</p> <p>Complaint An update on the complaint was reported to Governors.</p> <p>Attendance Attendance is being tracked. Over the last two weeks we have been above National Averages. For National Averages we use the Fischer Family Trust, also looked at the DofE but the DofE don't do it every week. Fischer Family trust are only based on the schools that are part of that and the DofE is only based on schools that actually fill out the form every week.</p> <p>Strike Update Nine classes will be affected, staff have been great and have informed us that they are striking even though they are not obliged to. We had to consider Key Worker Children, SEN children and Vulnerable children, so the decision was made that all children are in</p> | MP |

and those classes impacted will be off timetable for that day. We have been fortunate that support staff have come and asked if they can help and supervise the children. So they are not breaking the strike. We are not sure yet if there is going to be a picket line.

What days are the strikes?

1st February, 2nd, 15th and 16th March

The first one is Wednesday 1st February. We are going each day at a time, because many staff said that they will do the first one but unsure if they will do the others as it comes down to 4 days of not being paid. The strike is not about the pay rises it is actually about the 5% pay rise that we have all benefitted from, we have had to find that funding.

The letter you sent out to parents was really helpful. It was really clear the reason for the strike being about funding.

It is looking about £25,000 a month that we are going to have to find to pay the increase, and the worry is that the Government give a pay rise of 8% but if it is not funded it will be really difficult and some schools will start looking at making people redundant and that will then create more issues for workload for teachers.

Some people have told you that they will strike. Is there any risk more people strike than you expected and on the day you will struggle?

If people don't turn up on the day we will deal with it. We have 2 or 3 year groups in here and Josh, PE, he could have a year group with a couple of people supporting so there are ways around it. NEU were supposed to have sent all schools a list of their members so that schools would have an idea who's a member. They were supposed to send it 10 days before the strike day but they haven't sent it. They are now saying it was sent to the LA.

We are in a good place with our staff at the moment and goodwill is really there as staff have offered to help and informed us if they are striking.

Heathrow Primary School

Heathrow Primary School had Ofsted back in March 2019 and they were told that they think that they were going to go to outstanding. They had an Inspection in November and they haven't converted, they have stayed as good. Mel has completed a document which will be sent to Governors and has quoted bits from the report that they needed to improve. There are a couple of things around Governance and a couple of things about holding to account. Katie Rhodes has researched schools that have got an outstanding within this framework (within the last couple of years). None of them have converted from Good to Outstanding, so they were all already Outstanding and they stayed Outstanding. We cannot find any schools which have gone from Good to Outstanding in the current climate.

Is that in London?

No this is country wide.

There are relevant parts in relation to Governors and what they have said to Governors in the Outstanding schools and what has made them Outstanding and then what has said about the Governance at Heathrow Primary.

It was raised that working in collaboration with other schools really helps with improving our own practice. For example, with such a focus on the curriculum, being part of the Hillingdon Learning Partnership subject leader courses will help with evidence of seeking improvement.

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| | <p>At the Performance Review both John, Patricia, Natalie and Paul Wiggins have mentioned that you have to get into other schools to see what they are doing and get those Networks which are really important.</p> <p>Mel to email the report to Governors and keep them updated.</p> <p>Attendance and missing in Education Category – if a pupil goes to another country and it affects our Attendance figures. How much is it affecting the Attendance figures and is there a note where Ofsted can see?</p> <p>Persistent absence, so for those that are off for more than 10%. Katie and Emma Varney will do case studies to show two lots of data. One without children who have gone to live abroad and one with children who have either gone to live abroad or have gone for a holiday and been stranded there due to ill health for example. We have to keep them on our roll as we cannot take them off as we haven't any details of the other school. We will then do a case study and say this percent of persistent absence is this amount and without these children will be this amount. The case studies are there and will put context around it. Context is everything as it explains the percentages.</p> <p>Do we have a number of children in that category? We had three in September who were abroad and stuck abroad.</p> <p>Are they back? One is, two are not (they are siblings). We referred it to the Local Authority as the parents had written to us to say that they had to move abroad to look after a sick relative. So they said that they would educate them at home during that time and Hillingdon said that you can't do that. You could in the UK but you can't abroad as they could be Missing in Education.</p> <p>In the Newsletter last week, it was pointed out in one class, the number of chicken pox cases. If that is shown to the Ofsted inspectors you can have a 'shadow register' so you have the proper one that says 23/40, for example, were absent but you also have one with the context that's says Strep A, Scarlet Fever etc and they have to take that into account. It has to be reported to the LA, and have all things in place for contacting parents then that will be fine.</p> <p>Should we add that in to Pupil Numbers? The case studies are more beneficial to show that, as it explains that this is the reason we know this and this is the impact. The government are looking at it as parents are getting into bad habits because of covid. We have had Strep A scare and lots of Scarlet Fever and covid in the build up to Christmas. Hopefully now, we are coming out of the other side. Chicken Pox has been our biggest absence and looking at our data and case studies of 90% lower. We looked at the data and we were 93% but Hillingdon were 88% National Average is 85.7%. We are doing better than anybody else. We have a spreadsheet showing reasons why absences are below 94%. We have created an Attendance team, Katie, Clare Sheldon & Emma Varney wo meet to discuss every fortnight.</p> <p>Question about SEN. Has the Occupational Therapist been in to help with assisting the child rather than assessing for a statutory requirement? They were in for a couple of sessions but have now withdrawn. Jerushia has now gone back to Josh and developed it that way.</p> | |
| 4046 | <p>Finance Report Minutes were sent out today.</p> | JBR |

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| | <p>Reviewed the SFVS.</p> <p>Finance governors looked at Benchmarking.</p> <p>Gas and Electricity – we reported last time that we had decided not to do anything with the Gas and Electricity, Jayne consulted with another Utility broker and said that the right decision was to wait.</p> <p>We reviewed the Charging and Remission Policy which informs parents about what we can/cannot charge for.</p> <p>Government Funding – we have been gifted £22,813 which we can spend on 5 specific things to make the school more energy efficient. We have chosen LED lighting as they are starting to need replacement. That is all we can spend it on.</p> | |
| 4047 | <p>Academy Status</p> <p>The Schools Bill has been scrapped, which is the Bill that says all schools have to convert to Academy Status by 2030. Claire Burton who is the DfE's, Regional Schools Director, thinks that it will continue. They are keeping elements of the School Bill but that will be about Attendance not Academies. Keep on regular Agenda .</p> | MP |
| 4048 | <p>Working Parties</p> <p>None to report on</p> | PS |
| 4049 | <p>Governor Training</p> <p>Safeguarding Training Catch was held up on Thursday 26th January at 5:30pm for Phil, Sabrina, Steve and Julie</p> <p>Have any other Governors been on any training that they wish to share with?</p> <p>Patricia did the governors' course national college, on guidance to governors on Primary Ofsted Inspection. The things that they emphasised is knowing the 3 functions of the governing body. That the governing body is made up of the right people with skills. We have done the skills audit so that is ok. Some governors worried that they couldn't come into school but capacity means attendance at governor's meetings. If you get a question has the governing body got the capacity for the task in hand the answer is yes.</p> <p>Training on safe guarding is complete, which they will ask about. They will ask Mel about her vision for the school, they will ask the subject teachers what the vision of the school is. They will ask the pupils what they think the school is aiming for and ask the governors what the vision for the school is. We had training for it in September.</p> <p>Will be re-visiting the school crib sheet. Should there be an Ofsted Inspection we will be having the crib sheets to hand.</p> <p>If you are unable to attend the meeting that Ofsted have with the Governors, you can let Mel know and she can arrange a video. If you think that you would be able at short notice to come into the meeting to let Mel know.</p> <p>They ask Governors to come in in the afternoon so that Ofsted inspectors have all the information so they can ask governors questions based on it.</p> <p>We have to be sure that we have the same message as the staff and the Mel and the pupils and we have to know strengths and opportunities which will come from the school development plan. Highlight data pertaining to the progress of the pupils, the information Mel gives us from the Head Teachers report will be sufficient for that.</p> <p>Discuss with the Senior Leadership Team on how we support them. Get the views of the Senior Leadership Team to see if the governing body is supporting them.</p> <p>Workload – How do we know about workload for staff? Have we asked anybody?</p> | MP |

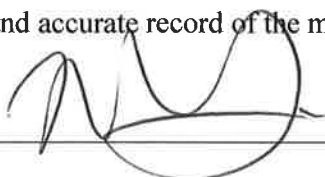
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| | <p>This will come under wellbeing. An inspector will sit with a member of staff saying how is your workload, how are you being supported?</p> <p>Recommend training that Katie sent round on Guidance for Governors Ofsted.</p> <p>Self-Evaluation – we have evidence from the Governors Mark.</p> <p>Answer Inspectors questions, give an example, preferably an impact. Don't be frightened of saying what your strengths are. Put everything in a positive light.</p> <p>How many governors are required to be in when Ofsted are in? Only the Chair. That is the statutory requirement. The more governor's that are there the better the impression they are giving. So even by video is good.</p> <p>Extract from Heathrow Primary – to be sent by email.</p> <p>Next meeting – Agenda on wellbeing and looking at crib sheets. Looking at the writing is the key thing.</p> <p>Inspectors schedule 45 minutes with the governors.</p> <p>Where are these meetings held? Conference Room</p> <p>It is governors being proud of the school.</p> <p>The idea of impact is interesting because we agree and support the school with what they are doing. The impact is to support the school and the Senior Leadership.</p> <p>It is important to say the impact because of covid and making sure that we are not using it as an excuse. There has been a big impact on Y1, Y2 and Y3. We haven't noticed it on everyone else. We will see the impact over the next few years, that would be national because those are the children that missed out on Nursery, Reception and Year 1.</p> <p>How much notice will they give usually? They will phone at 10.30 the day before. Then-SLT will have a 90-minute conversation with them in the afternoon where we will decide together what they want to see. They will ask what our best subjects are. They will always see reading. They know 3 weeks before and will be looking at the website.</p> <p>Hillingdon was mentioned in the Guardian that there is a decrease in pupil numbers.</p> | |
| 4050 | <p>Sub committees Nothing to report</p> | Vice Chair |
| 4051 | <p>Link governors Nothing to report</p> | |
| 4052 | <p>Adopted Governors Sabrina visited Year 5 on Tuesday morning and saw Viking day.</p> | Chair |
| 4053 | <p>Any other Business Julie's governors' 4-year tenure is coming to an end. John has spoken to Julie and she is happy to continue to stay as co-opted governor. All agreed to re-affirm as co-opted governor.</p> | Chair |

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| 4054 | Dates for Future Meetings <i>Full Governor Body Meeting</i> Thursday 16th March 2023 6:30pm Thursday 11th May 2023 6:30pm Thursday 6th July 2023 6:30pm <i>Finance Meeting</i> Monday 13th March 2023 6:30pm Monday 15th May 2023 6:30pm Monday 3rd July 2023 6:30pm <i>Curriculum and Policy Meeting</i> Tuesday 7th February 2023 1:30pm Wednesday 22nd March 2023 1:30pm Tuesday 23rd May 2023 1:30pm Tuesday 11th July 2023 1:30pm | |
| | Meeting closed at 19:56 | |

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

Signature:

(Chair of Governors)



Date:

16th March 2023