



GLEBE PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Glebe Primary School, Sussex Road, Ickenham 11th May 2023 – 18:30pm

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

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 N Gordon	

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

		Action
4073	Apologies None	Chair
4074	Single Central Register Signed by Chair	Chair
4075	Approval of minutes from the last meeting Minutes from 16 th March 2023 approved and signed	Chair
4076	Matters Arising None	Chair
4077	Matters for any other business Welcome to new Staff Governor – Natalya Gordon	Chair/ Clerk
4078	Head teacher's Report – <i>distributed via email prior to meeting.</i> Exclusions – A question related to the exclusion was asked from a Governor about the process that is used. We use the Local Authority's grounds, so that if anybody appeals it, the appeal will have to go to the Local Authority who are then less likely to overturn our decision. This also gives a benchmark as to what is acceptable. <i>London Hillingdon Guide to Possible Reasons to Exclude a pupil or not Exclude a Pupil – Appendix 1, handed out to Governors.</i> We have a behaviour matrix which details lower level behaviour and what will happen based on those. If there is a ½ day exclusion, we phone the parent and inform them. We try and do as much in school seclusion as possible. This depends on what type of issue it is and the support we will get from home. It is about knowing our families and what will work with each child. Exclusion is about giving time to put in place the support for the child in question, a little bit of a pause and reflection time. Also gives the school time to put in place what we can do to support the child in terms of rehabilitation and to find out why it has triggered. Whenever there is an exclusion we phone the parents to come and get their child and then this is backed up with a letter. <i>Further to our conversation this is to confirm that we have made the decision</i> writing in the reasons and highlighting the part that their child has breached. We then make an arrangement to meet the parent and the child, on the first day back. The maximum we have done is a 2-day exclusion but you can do up to 45 days fixed term exclusion before it can become a permanent exclusion. We will see if the child is ready to come back to school, if we feel that they are not ready we will extend the exclusion.	MP

	The majority will be in school for ½ day for an internal exclusion. If it is racist or homophobic language, we have to report that to the Local Authority so that they are aware and keep this information on file.	
4079	<p>Parent Governor Elections</p> <p>We do need another Parent Governor as we have only one at the moment but would like to have two. It is our proposal to send out a notification in the Newsletter, pointing out that we do wish for a Parent Governor and if anyone wishes to put themselves forward to contact the Office. We are planning on handling it all electronically this time rather than paper based. If people prefer paper copies they can contact the Office and we will provide them with the necessary paperwork. If we need an election, we will also do this electronically.</p> <p>Should we only get one applicant they will still be required to have a chat with us first, to make sure that they are aware of what the implications of being a Governor are.</p> <p>When you say to see us, do you mean the whole Governing body or the Chair and Vice Chair?</p> <p>In the past it has been just the Chair and Vice Chair, but any Governor can come along. We would like to get them in place, hopefully by the next Full Governors meeting in July.</p> <p>Latest Government information is we now have to have a Sustainability and Climate Governor.</p> <p>RC, who has a job in Sustainability has volunteered to take on this role.</p> <p>The Skills Audit shows that we are covered, so we are not going to specify a specific skills requirement.</p>	Chair/Vice Chair
4080	<p>Finance Report</p> <p>This has now been delayed to the 15th May due to the King's Coronation. The new budget needs to be agreed. The budget has to be ratified by the Full Governing Body.</p> <p>The Finance Committee will look at the budget and send out with the minutes to the Full Governing Body. Any concerns to go direct to JBr or MP.</p> <p>Do we know anything about the SEND funding and schools not getting the right amount of money?</p> <p>Primary Forum are getting legal advice. In Liverpool they are taking the Local Authority to court over inadequate funding around the £12.70 per hour money. At the meeting for High Needs it was brought up that for every LSA for every hour we have to find nearly £5 to pay them per person per hour so over the year we have to find from the school budget £169,000, the difference between what they are giving us and what we have to pay out. The £12.70 per hour doesn't even cover what a person takes home and what the on-costs to the school are, the basic take home is £13 per hour at the lowest rate for an LSA. The majority of our LSAs have a qualification or expertise because we have got children with high levels of needs as we are taking on more children with significant needs because there are no SEN schools. There is a conference in June for Primary Forum to discuss this. This was raised at the Governors meeting in May last year and raised at the Primary Forum meeting in May last year and has still not been done.</p>	JBr
4081	<p>Academy Status</p> <p>Oak Farm School has joined the Vyners Academy Trust.</p>	MP
4082	<p>Working Parties</p> <p>Curriculum & Policy meeting</p> <p>We looked at the following policies:</p> <p>Capability Policy & Procedures (from the Schools HR policy)</p> <p>Exclusion</p> <p>Epilepsy Policy</p>	PS

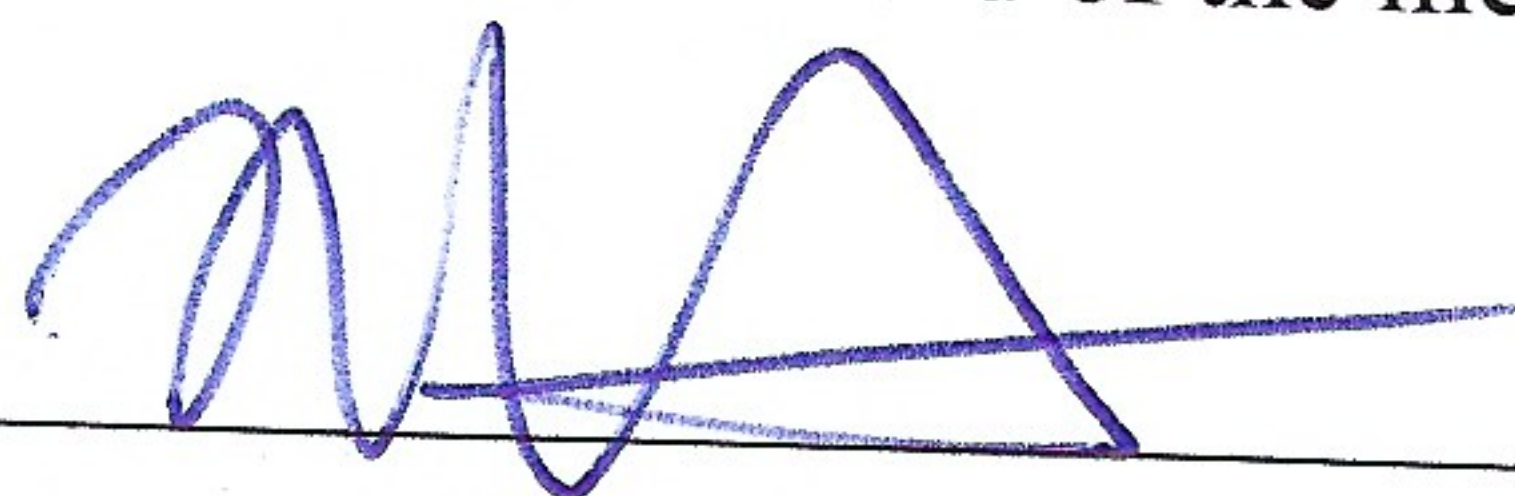
	<p>Young Carers British values Statement Private Fostering Children Missing in Education English, Maths, EYFS and SEND reports were looked at.</p> <p>Feedback from the Curriculum and Policy meeting – the Maths report was a positive presentation, everything was being done that could be done. It was nice to see that there was good progress in the SEN section in Maths, going on various external training looking at where the differences could be potentially adopted and evaluating what we actually do. Maths in both the reports and the Head Teachers report reflect a positive outlook. This comes across on all the reports, Maths, English and SEN. Progress is being made and every effort is being made to find initiative that will do the best for the children. It's humbling to see the work being done and all the outcomes.</p> <p>We get a lot of emails from the National College, one was for Multiplication Tables for Year 4 on 5th June and 16th June. We have registered everything. We can do access arrangements now which can change the background/make larger print, staff are trialling. Once everything was registered they released practice codes, can then log on to Government website and then they send out pin numbers and password for every single child so they are actually practicing now.</p> <p>SATS papers – Maths paper today, arithmetic and reasoning had a lot of fraction questions. There was a National outcry over the Reading SATS papers and MP reassured the children not to worry if they did not complete the paper. The questions in the Reading paper were one of the hardest ever.</p>	
4083	<p>Governor Training Governor trainings are sent out on a weekly basis. Ron Fowler from Governor Support will come in on the first Governors meeting in September to discuss courses. Most training courses are now online.</p> <p>It would be useful to have an overview of the Complaints policy and governor training on Complaints. Once every 3 years in order to sit on an Interview, panel must have Safer Recruitment Training. Several Governors have been on complaints panels. Ron Fowler could give us an idea, structure for complaints process. How do we learn from complaints? How do staff understand policies, what they sign and interpret their agreement that they understand what that policy means? Complaints/Grievance can be against staff but you also have Disciplinary as well. Schools HR could run training on Disciplinary procedures. We could have whole governing training sessions as part of the Governor meetings. We could have HR coming in to do Disciplinary/Complaints training.</p> <p>Watching the National College training courses together would be beneficial and we can discuss as we watch together. Safer Recruitment training would have been good to do as a group and discuss together.</p>	Chair/Clerk
4084	<p>Sub committees None</p>	Chair
4085	<p>Link governors PS went in to observe the SATS procedures and can assure that the papers are being locked away, they were unpacked and they were dispatched to the classrooms.</p>	Chair

	It was suggested for PS to go to 2 members of staff to see if they knew what the procedures were with regards to children who have special requirements. They passed that test with flying colours. All the papers were collected, registers taken and put into the bags immediately. The procedure was spot on. The whole school was calm and quiet.	
4086	Adopted Governors JC went on a Year 5 trip to the Science Royal Institution JC also did Cross Country, with Mr T leading the children.	Chair
4087	<p>Any other Business Staff Recognition – 2 nominations Andrew Curd for Recycling Katrina Everett who does 2 days a week plus Library lead and also comes in on her days off and to go on trips. Is the sustainability all to do with the school? Yes, for Andrew. Katrina does things out of her paid hours Could we have more details emailed out to us? Yes, we know that they both go above and beyond.</p> <p>For Katrina, it is consistent. Every time that they have something going on in their year group, anything external, she will come in and make sure they are supported and with her subject being the Library and only working 2 days a week, we regularly see her coming in on a Monday or Tuesday and supporting. With Andrew it is doing Gardening Club and Recycling and a lot for the environment, that is within school time. He also set up a camera. That is raising the whole topic of Sustainability and making it high profile for the school.</p> <p>This will be a certificate. We can do one a term, so we can do one for Spring term and one for Summer term. We can give to Katrina first relating to the Easter term and Andrew for the Summer term in July.</p> <p>We have just been awarded a bronze award for our provision for Young Carers. Who awarded it? The Children's Society Include Programme. Is it for all the schools in Britain? It is for anyone who is interested. It is a National Award.</p> <p>MP received a hand delivered letter from a resident of Hoylake Crescent with blurry CCTV photograph of a child in shorts carrying a red bag. The resident assumed because of the red bag it had to be Glebe who had smashed their window. MP Asked the resident to bring in footage and after further investigation realised that it could not be a Glebe child. The resident then realised it was a child from Breakspear and this was dealt with by the Head Teacher of Breakspear.</p> <p>PS sends her apologies for 6th July meeting.</p>	Chair
4088	Agenda items for the next meeting Allocate meeting dates for next year	
4089	<p>Dates for Future Meetings <i>Full Governor Body Meeting</i> Thursday 6th July 2023 6:30pm</p> <p><i>Finance Meeting</i> Monday 3rd July 2023 6:30pm</p>	

	Curriculum and Policy Meeting Tuesday 11th July 2023 1:30pm	
	Meeting closed at 19:40	

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

Signature:
(Chair of Governors)



Date:

7/7/23