



GLEBE PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Glebe Primary School, Sussex Road, Ickenham 21st September 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 *	Mr R Purewal
Mrs R Collins +	Miss K Rhodes
Ms L Dwyer *	Mr R Shah +
Miss J Griffiths	Mr S Youens
Miss N Gordon	Mrs D Georgiou

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

		Action
4108	Apologies Phil Niznik, Louise Dwyer, Jennifer Campbell Absent - Rita Collins, Rakesh Shah	Chair
4109	Appointment of Chair and Vice-Chair We need to start the meeting by nominating a Chair. Steve Youens nominated John Buckingham and this was seconded by Julie Brown. All agreed for John Buckingham to be Chair. John Buckingham nominated Patricia Swindells to be Vice Chair, seconded by Julie Brown. All agreed.	Clerk/Chair
4110	Single Central Register Checked and Signed by Chair.	Chair
4111	Approval of minutes from the last meeting Minutes from 6 th July 2023 approved and signed. No matters arising.	Chair
4112	Declaration of Business Forms given to Governors to sign.	Clerk
4113	Start of Year items/reminders Terms of Office - None Safeguarding documents - Forms given to Governors to sign. Review of Terms of References for Committees - Nothing has changed. This will be on the back of the Governors Report to Parents which will be ready for the next Governors meeting. The numbers of Governors in each area has stayed the same so there will not be any changes. The Terms of References are at the back under Appendices. Code of Conduct Review - We have a Code of Conduct for Governors. PS to send this to all Governors.	Chair

4114	Matters Arising Military Family - to be discussed at Any Other Business	Chair
4115	Matters for any other business - None	Chair/ Clerk
4116	<p>Head teacher's Report - <i>distributed via email prior to meeting.</i></p> <p>A couple of questions have been submitted, responses will be sent by MP as well.</p> <p>In terms of the data on the Head Teacher's Report:</p> <p>Governor 1 - Pleased with the Assessment results: We have had one mark overturned so we now have 90% of children achieved Maths in Year 6.</p> <p>Also asked a question about Year 3 attainment. The Year 3 cohort (now Year 4) are the ones that were most significantly impacted by Covid.</p> <p>Those children missed half of their Reception Year as well as the Spring Term of Year 1 so their writing is really adversely affected because their muscle control was not worked on, so being able to hold a pencil to write has been impacted.</p> <p>The data for the current Year 3 and Year 4 are the ones that are most impacted, the ones that are coming through are looking quite strong and the ones that were at school when Covid hit, because they were in an older Year group, haven't been as much impacted as they have been able to catch up much quicker.</p> <p>We did give them a lot of homework, home learning 'How to' videos but writing wasn't something that parents worked on.</p> <p>In Reception, things that they would do this time of the year, get different size beads, tweezers to develop the muscle for writing, those children are developing it now that they are in Year 2. In Year 1 we were concentrating on phonics.</p> <p>The current Year 4 cohort have only had 2 full years in school, because of Covid. What you have to do to achieve expected in writing is quite harsh, handwriting has to be the same size, correctly formed. Someone who has produced a beautiful piece of writing but their handwriting isn't neat enough they will not be Expected, what with Grammar, spelling, content, sentence structure, punctuation, for them it has been quite a lot for them to catch up on.</p> <p>At the end of Year 2 in the Summer of 2022 they achieved 38% in writing and then they jumped to 56% which is still low but good progress considering it was a low starting point. They are making the same level of progress as the other Year Groups but it is just a much lower starting point.</p> <p>The other Year groups seem to be at the pre-Covid percentages that we were looking at, writing is still a bit of a dip, but it is taking its time to get that creativity back in the children and the spelling is still a big issue.</p> <p>That is something that we are going to continue to focus on.</p>	MP

	<p>Governor 2 - Parking Permits, we only had 35 applications for the 80 permits this year. There is an available surplus, but think the reason for this is that the parents realise that the grace period is sufficient grace, you have 5 minutes. In the morning it doesn't matter as the restrictions don't kick in until 9am and the gates close at 9am. It is only the 3.30pm times, however there is so much dangerous driving and illegal parking that the traffic wardens are dealing with that, rather than worrying about people parked in bays without permits.</p> <p>Will we lose our allocation?</p> <p>Don't think so as all schools have them. We are going to look at our families who maybe have a grandparent or someone in the family with mobility issues.</p> <p>Can staff use them?</p> <p>No, because it is literally for morning drop off and end of the day. From 9am-9.30am and 3pm-3.45pm.</p> <p>John was talking about residents' permits.</p>	
4117	<p>Finance Report</p> <p>Meeting on Monday 25th September, main topic will be about Gas.</p> <p>Email sent by a parent asking how they could access Glebe's funding and how we spend the money. Their next question was how do they consent to their child going on a trip if they are not prepared to pay the £12 for the trip. We just ask them to do so the teachers giving permission for their child to go on the trip. They then quoted the letter that says 'if we don't have enough contributions we can't run the trip.' They were talking about a tube trip (which is free) but the workshop Year 4 Trip to Globe Theatre is £12 per child and that is what we are charging.</p> <p>You are not looking to make money out of it?</p> <p>No</p> <p>The quote is 'We can't subsidise it from other aspects of our budget' as that would be taking it away from other parts. The Local Authority are the ones who set the funding we have no control over how much money they send us.</p> <p>We do subsidise for hardship families?</p> <p>Yes, that is what Pupil Premium is there for.</p> <p>If it was a freedom of information request that is a lot of work for us to get that information into an understandable document.</p> <p>Have they asked these types of questions before?</p> <p>No, this is the first time.</p> <p>Are they new to the school?</p> <p>No</p> <p>What response have you given yet?</p> <p>Nothing yet, I informed the parent that it would be discussed and then get back to her. We could invite her to watch one of the meetings/budget</p>	JBr/MP

	<p>meeting. She was informed that the Local Authority might say that this is confidential information as all schools are different and it is based on pupil numbers.</p> <p><i>Is not just enough to say that the money we are given are based on pupil numbers?</i></p> <p>It is also based on the previous Year's pupil numbers, last year's October census.</p> <p><i>Could she come in and talk and ask us questions direct?</i></p> <p>I will explain to her that I have spoken to the Local Authority and they said that you can look on the DfE website and find the benchmarking and it compares us to other local schools.</p> <p><i>We do have a higher spend on the hearing unit.</i></p> <p><i>You can say that the Governing Body would like to know what you want this information for.</i></p>	
4118	<p>Academy Status</p> <p>Governor question - Good that we have a new building not filled with cracking concrete. If we were part of an Academy, I assume that our surplus would be being used for emergency repairs for other members were needed.</p> <p>Schools that are part of an academy can pay for another school to have their building work sorted if they have a surplus even though they didn't have that problem.</p> <p>Vyners and Douay, both schools are Academies and both have got massive shortages of teachers and so some subjects have had to stop being run at A Level. The positive as part of an Academy could have been to swap teachers if one school does not have the subject and help each other out. That could have been a positive but it is not happening.</p> <p>If you join an Academy and you have a strong school going in with a school that is failing could the Executive Head move all the strong teachers to the failing schools to help them out?</p> <p><i>Yes, and Governors will not have a say</i></p> <p>MP to update further on Academy status at the November meeting.</p>	MP
4119	<p>Working Parties</p> <p>None</p>	PS
4120	<p>Governor Training</p> <p>Rav has been/will be going on the following:</p> <p>Monday 11th Sept AM - trauma training</p> <p>Tues 12th Sept PM - cost cutting while keeping quality training course</p> <p>Tues 19th Sept PM - new governor training</p> <p>Headteacher appraisal course on Sept 26th</p> <p>Sabrina has attended the following:</p>	Chair/Clerk

	<p>Monday 11th Sept AM - trauma training</p> <p>Safeguarding training for all staff and governors on Tuesday 5th December at 3.30pm for 1½ hours.</p> <p>How did you find the trauma training?</p> <p>Lots of positive feedback. Was about the emotions and the trauma. Adults found it incredibly useful.</p> <p>We now have to do the course for the teachers.</p>	
4121	<p>Sub committees</p> <p>Statutory requirement - Teachers Performance Review.</p>	Chair
4122	<p>Governor Volunteer</p> <p>We need a volunteer for E-Safety Filtering and Monitoring.</p> <p>What is Filtering?</p> <p>LGFL take it on but we have to audit it, SLT have to look at whether it is still the right thing and we need a Governor to check.</p> <p>An email was sent out explaining what the Governors need to do. It is a statutory requirement and a big part of Keeping Children Safe in Education.</p> <p>Any Governors would like to volunteer?</p> <p>Is the role one meeting a year?</p> <p>Information to be sent to confirm.</p> <p>Steve Youens has volunteered.</p>	
4123	<p>Link governors</p> <p>Changes:</p> <p>Sustainability - Rita Collins</p> <p>PSHE - Rav Purewal</p>	Chair
4124	<p>Adopted Governors</p> <p>Agreed and attached</p> <p>Does anyone want notes on what to do as adopted governor?</p> <p>Yes</p> <p>PS to send out notes on adopted governors</p> <p>Can you tell us the trips for next year?</p> <p>Some trips are:</p> <p>Reception - Iver Nature Centre</p> <p>Year 1 - Kew Gardens and Science Museum</p> <p>Year 2 - Fire of London, Amersham</p> <p>Year 3 - Chiltern</p> <p>Year 4 - The Globe</p> <p>Year 5 - British Museum, Viking day, Rain Forest</p> <p>Year 6 - Boat Trip - Horrible Histories</p> <p>Every year group apart from Reception will be doing 3 school trips.</p> <p>We are looking to purchase caps for the children.</p>	Chair
4125	<p>Any other Business</p>	Chair

	<p>Military Family - A military family has moved to the area and needs a place in Year 2 and a place in Year 3, but there are 90 children in both of those year groups and they are quoting Military Covenant to get their children into the school and for us to go over number to 91 in each year group. Having checked the Military Covenant, all it states is that Military families can't be disadvantaged. We have no need to go over numbers if we don't want to.</p> <p>Where are they based?</p> <p>Somewhere local. They want Glebe even though local schools need pupil numbers.</p> <p>They are saying that they are first on the waiting list but the waiting list changes because if someone else moves in nearer they then can become first on the waiting list. The Military Covenant says that families can't be disadvantaged but there are other local schools that have places. If their base is local, then BWI and Ruislip Gardens are just as close.</p> <p>They might say they come with funding but you have to think of the other children in the class as well.</p> <p>Are they the type of family that could appeal?</p> <p>Don't know the family so don't know.</p> <p>You can't be forced to go over numbers if there are other places in nearby.</p> <p>They haven't got children that requires SRP?</p> <p>No, they are saying that they want to be in the same school with children on their patch. They are moving in October.</p> <p>Governing Body to support the Headteacher in her decision.</p> <p>JB sends apologies for the 23rd November Full Governing Body meeting.</p>	
4126	<p>Agenda items for the next meeting</p> <p>School Development Plan - progress to date</p>	
4127	<p>Dates for Future Meetings</p> <p>Full Governors - 6.30pm</p> <p>Thursday 23rd November 2023</p> <p>Thursday 25th January 2024</p> <p>Thursday 14th March 2024</p> <p>Thursday 9th May 2024</p> <p>Thursday 4th July 2024</p> <p>Finance - 6.15pm</p> <p>Monday 25th September 2023</p> <p>Monday 20th November 2023</p> <p>Monday 22nd January 2024</p> <p>Monday 11th March 2024</p> <p>Monday 13th May 2024</p> <p>Monday 1st July 2024</p>	

	Curriculum & Policy - 1.30pm Tuesday 10th October 2023 Wednesday 6th December 2023 Tuesday 6th February 2024 Wednesday 20th March 2024 Tuesday 21st May 2024 Tuesday 9th July 2024	
	Meeting closed at 20:00	

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

Signature:

(Chair of Governors)

PP P.A. Sumrells

Date:

23.11.23

