



GLEBE PRIMARY SCHOOL

**Minutes of the Full Governing Body Meeting
Glebe Primary School, Sussex Road, Ickenham
4th July 2024 – 18:30pm**

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

Mrs M Penney (ex-officio)
Miss J Brown *
Mrs J Campbell
Mrs R Collins
Ms L Dwyer
Miss J Griffiths
Mr I Vandorpe

Mr P Niznik
Mrs S Rai
Mr R Purewal
Miss K Rhodes
Mr R Shah
Mr S Youens
Mrs D Georgiou

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

		Action
4184	Apologies Julie Brown	VChair
4185	Single Central Register Checked and signed by Chair.	Chair
4186	Approval of minutes from the last meeting Minutes from 9 th May 2024 approved and signed.	Chair/Clerk
4187	Matters for AOB Would like to welcome Toby Sheldon who is here to see if he wants to be a future Governor at Glebe. We will be asking Toby to leave before we finish in order to make a decision. Jennifer Campbell and Sabrina Rai are coming to the end of parent governor as their children will be leaving Glebe this year. Both governors are to decide if they want to stay on as co-opted governors.	Chair/Clerk
4188	Headteacher's Report and Questions Year 6 Sats results are released next Tuesday for SPAG, Reading and Maths. We do have the writing results. Statutory Assessment Data EYFS – Good Level of Development 73% achieved GLD Glebe last year 64% National last year 67% Year 1 Phonics Screening Check 94% passed – when you factor in that out of those who did not pass, one pupil is profoundly deaf and only just developing language and one of the other pupils is virtually non-verbal, this is a significant achievement and would take us to 96% Glebe last year 93% National average last year 79% Exceptional and that is down to Y1 year 6 and Reception teachers. Multiplication Tables Check This is a statutory test for year 4's across the country. There is no pass mark for this but you had to state how many children got 25 out of 25. 81% achieved 18+ out of 25	MP

40% achieved full marks
Glebe last year 82% achieved 18+/25
Glebe last year 42% achieved full marks
National average for full marks last year 29%
Important to point out that this year's cohort are that group who have been most affected by Covid which could explain the plateau.

Year 6 Writing

SATs results will be released next Tuesday (reading and maths). The writing scores are based on teacher assessment:

83% = to 2023 score

National for 2023 = 71%

In the autumn term of this year they were at 69% and they are now at 83%.

Recognition from the governors to the year 6 team.

Mel to update governors with the SATs results when they come through.

Pupil Numbers

Breakspear Reception numbers: have increased from 66 on 'deadline day' to 77 – most likely due to the Outstanding factor rather than anything else. However, looking at our figures (which are fluctuating daily) we don't seem to have lost any pupils to Breakspear.

Waiting List for Year 3

15 on the list

7 of these have siblings already at Glebe.

1 pupil has an EHCP – although needs can be met in any mainstream school.

4 parents in the last week have either called, met in person or emailed me to share their extenuating circumstances so Glebe go over numbers for their child. Mel has said no to all but just sharing with Governors that some may choose to appeal.

An appeal panel will be made up of Governors and Mel will send you all the reasons why we cannot go over number in any of the current year 3 classes

Many of these children have been on the waiting list for months and all have personal reasons for wanting a place here.

We understand that from your perspective adding 1 more child to a class may not feel like there would be much of impact. However, if we were to make changes to our policy for one pupil then others would expect us to make it for their child too.

Mel has to consider the needs of the pupils who are in year 3 currently and the negative impact of an additional pupil in their class. Our school is purpose built and each classroom was designed to hold 30 pupils. Our assessment for learning practice involves the teacher being able to circulate the classroom to attend to the individual learning of each pupil – giving feedback and addressing misconceptions during a lesson. An additional pupil joining the class will cause disruption and a health and safety risk as the extra furniture needed would prevent this from being able to happen safely.

- We are a 3-form entry school; we are completely full in Year 3 and have no spaces.
- We have 4 pupils with EHCP in that year group with very significant needs, 3 of whom require 1:1 adult support at all times (as in line with their EHCP documents). We do not have physical space in any of our classrooms for an extra table needed for an added pupil to go above our 30 limit and space for pupil and adult.
- The classrooms would become unsafe for emergency access and exit with 31 pupils and 3 adults.
- The pupils in Year 3 with EHCP have Heathfield chairs which take up more space than ordinary chairs, meaning that we have less floor space already.
- The pupils in Year 3 with EHCP have physical and mobility needs which mean we need adequate floor space for them to manoeuvre around the classrooms safely.


	<p>The above issues are of real concern as they will impact on the safety of the pupils we already have in Year 3 with very significant needs.</p> <p>The governing body will support the decision that the Headteacher makes.</p>	
4189	<p>Finance Report Just a reminder that the Finance Committee is open to all governors.</p> <p>Staff costs - there were various changes in staffing which potentially will save us £70,000 approximately.</p> <p><u>PSD/FunZone</u> The parents who fed back to us, and most of the pupils who we asked, stated that PSD are more interactive with the children and actively teach skills, where they report that with FunZone/CP Soccer, the staff are more supervisory.</p> <p>Mel visited the after school provision at Warrender School today and felt that the set up was good. PSD is a sports provider and they are looking to do after school activities which are not all sports based. Warrender is a similar setup to Glebe. We can charge PSD a lot more in rent than Craig currently says he can afford to pay us. Warrender have a slightly bigger room than Glebe. they have 3 rooms; we have two but their outside area is smaller than ours. They charge £75 a day for the after-school club provision for the rent. At the moment we get £30 a day from Craig. Warrender charge PSD £100 a day for holiday club, Craig pays us £30 a day. This is a key thing now with the budget the way it is this year.</p> <p>If we are charging more rent, will the cost of parents be more? The cost to parents is more but not massively more but there is a better quality of provision from PSD. Also, most of the parents are going to PSD and not staying with FunZone.</p> <p>PSD were asked to see if they can take Reception children and they said they don't take Reception children. Mel was not aware and will talk to PSD.</p> <p>Not having Reception children is probably to do with the staff to children ratio. Mel to mention to PSD that it is very important for reception children to be given the option. This is not a tender process. It's about the schools preferred provision for after-school care.</p> <p>What is the notice period for FunZone? A term.</p> <p>In theory Mel would like to have made a decision to give notice so PSD can start in January 2025. Chris Hibbs has confirmed that he can get staffing ready for January if we were to give him enough notice.</p> <p>The governors are all happy to leave it in Mel's hand to deal with and support her in her decision as to what is best for the children.</p> <p><u>Procurement for Maintenance Contract</u> We had a discussion about procurement for the maintenance, we had several quotes and we decided to go with our current provider Bridge.</p> <p><u>Play Equipment</u> The cost of the play equipment is now quite significantly higher than we thought originally. This is now a plan in progress where there may be some grants available to replace the play equipment.</p>	PN
4190	<p>Academy Status Nothing to update.</p>	MP
4191	<p>Working Parties <u>Curriculum and Policy meeting.</u> The highlight of the meeting was coming into the hall and seeing some children on the SEN circuit. The children explained to us what they were doing on the equipment. It was absolutely lovely to watch, they were proud. We watched what they were doing</p>	Chair

	<p>and they were quite happy to chat to us. They wanted us to be engaged in what they were doing. You can see the impact it was having on the children.</p> <p>We also had the reports from history, geography and pupil premium. The staff presented extremely well. All governors are welcome to attend the curriculum and policy meetings.</p>	
4192	<p>Governor Training</p> <p>Patricia went on a course that was run by Bob Charlton. The course was about what governors need to know about being on a panel, and the different types of panels from admissions to disciplinary and all the things that you needed to know.</p> <p>In September Mel is going to do some training for governors on panels using the slides from the course run by Bob Charlton.</p> <p>We are also going to do a mock up session so governors will understand more of what it looks like.</p>	Clerk
4193	<p>Sub Committees</p> <p>Personnel meeting coming up last week of term.</p>	Chair
4194	<p>Link Governors</p> <p>Jenny Campbell has an update on Link Governors for well-being.</p> <p>As a school, we have decided to put ourselves forward for the School Mental Health Award which is given out by the Carnegie School of Education.</p> <p>Katie, Claire Sheldon and Jenny are pulling together all the evidence they have. It's usually takes about 12 months but looking at what we already have it could be ready much quicker. Lots of different categories are covered including Leadership and Strategy as well as Operational Strategies, Support for staff and for pupils, Professional Development and working with parents and stakeholders.</p> <p>For the governing body, it is about understanding and embracing the need for comprehensive mental health support, that the governors hold the Senior Leadership team to account for how we deal with mental health and we all as a Governor group access professional development where possible which helps up-skill us.</p> <p>Jenny came into school on the 17th of June and met with Claire Sheldon for the afternoon and spoke to her about the provision of school in place for mental health for pupils and staff as well as the funding and how that all works. Jenny sat in a session that was run for military children in preparation for armed forces day. Also sat in one-to-one session with a pupil about helping find coping strategies for this child who was anxious and worrying about things. Very positive experience. We're probably at the top end of things like best practice. It is clear the impact that Clare has and you can see that with the interaction of the children as they just trust her.</p>	Chair
4195	<p>Adopted Governors</p> <p>Rav went on the Reception trip</p>	Chair
4196	<p>Any Other Business</p> <p><u>Angela Moy</u></p> <p>Angela will be retiring in July she has been with us for 31 years. She is the first person that people see and she is the first person that people speak to.</p> <p>The governors have decided to give Angela a Governor's award in recognition for her time at Glebe.</p> <p>The school will be organising an afternoon tea for Angela on Tuesday, 23rd of July. We are also looking to get a glass vase and get it engraved as well.</p> <p>Governors are welcome to attend the afternoon tea for Angela.</p> <p>What are we doing to replace Angela?</p> <p>We had 20 applications and we shortlisted three. Angela has been phenomenal.</p> <p>Katie is also leaving. She has been here for five years.</p> <p>Thank you to Katie on behalf of the governing body for her contribution and wish her all the very best for the future.</p> <p><u>Parking</u></p> <p>The local authority allocates 80 parking permits. They have decided to let the school allocate them to parents. We have decided that would be a very simple system based on</p>	Chair

	<p>google maps walking distance and the people furthest away will get priority. No appeals just based on that and that is how it will be allocated. All governors are in agreement.</p> <p>Toby leaves the meeting.</p> <p>Toby is a Change Management Consultant. All governors in agreement that Toby will be the new Governor.</p> <p>There will be Safeguarding Training on Monday 2nd September at 11:30 to 1pm and then from 2pm is Alan's memorial. Lou sends her apologies.</p>																																																							
	<p>Dates for Future Meetings</p> <p>Full Governors</p> <table border="0"> <tr><td>Thursday</td><td>26th September 2024</td><td>6:30pm</td></tr> <tr><td>Thursday</td><td>28th November 2024</td><td>6:30pm</td></tr> <tr><td>Thursday</td><td>23rd January 2025</td><td>6:30pm</td></tr> <tr><td>Thursday</td><td>13th March 2025</td><td>6:30pm</td></tr> <tr><td>Thursday</td><td>15th May 2025</td><td>6:30pm</td></tr> <tr><td>Thursday</td><td>3rd July 2025</td><td>6:30pm</td></tr> </table> <p>Finance</p> <table border="0"> <tr><td>Monday</td><td>23rd September 2024</td><td>6:15pm</td></tr> <tr><td>Monday</td><td>25th November 2024</td><td>6:15pm</td></tr> <tr><td>Monday</td><td>20th January 2025</td><td>6:15pm</td></tr> <tr><td>Monday</td><td>10th March 2025</td><td>6:15pm</td></tr> <tr><td>Monday</td><td>12th May 2025</td><td>6:15pm</td></tr> <tr><td>Monday</td><td>30th June 2025</td><td>6:15pm</td></tr> </table> <p>Curriculum & Policy</p> <table border="0"> <tr><td>Wednesday</td><td>9th October 2024</td><td>1:30pm</td></tr> <tr><td>Tuesday</td><td>3rd December 2024</td><td>1:30pm</td></tr> <tr><td>Wednesday</td><td>5th February 2025</td><td>1:30pm</td></tr> <tr><td>Wednesday</td><td>19th March 2025</td><td>1:30pm</td></tr> <tr><td>Wednesday</td><td>21st May 2025</td><td>1:30pm</td></tr> <tr><td>Wednesday</td><td>9th July 2025</td><td>1:30pm</td></tr> </table> <p>Meeting closed at 20:15</p>	Thursday	26th September 2024	6:30pm	Thursday	28th November 2024	6:30pm	Thursday	23rd January 2025	6:30pm	Thursday	13th March 2025	6:30pm	Thursday	15th May 2025	6:30pm	Thursday	3rd July 2025	6:30pm	Monday	23rd September 2024	6:15pm	Monday	25th November 2024	6:15pm	Monday	20th January 2025	6:15pm	Monday	10th March 2025	6:15pm	Monday	12th May 2025	6:15pm	Monday	30th June 2025	6:15pm	Wednesday	9th October 2024	1:30pm	Tuesday	3rd December 2024	1:30pm	Wednesday	5th February 2025	1:30pm	Wednesday	19th March 2025	1:30pm	Wednesday	21st May 2025	1:30pm	Wednesday	9th July 2025	1:30pm	
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I agree that this is a true and accurate record of the meeting dated above:

Signature:
(Chair of Governors)



Date:

31/10/24