

St Michael's CE Primary School

Minutes of the Full Governing Body meeting held on 19th October 2022

Present: S Addison (Headteacher), R Baddon (Chair), B Godbold, S Goddard, N Hawkins, J McDonnell, A Rack, E Wood and G Burrows (Clerk)

Notes:

Blue highlights Governor questions and challenges.

Green denotes Governor resolutions.

A prayer was said prior to the meeting.

Agenda No	Item	Action
1. Apologies	Apologies were received and accepted from T Milburn and L Taylor	
2. Declarations of Interest	S Addison – member of staff S Goddard – member of staff E Wood – member of staff	
3. Election of Chair	R Baddon self-nominated. R Baddon was unanimously elected as Chair for the academic year 2022/2023.	
4. Election of Vice Chair	Deferred to December 2022.	
5. Link Governor	Deferred to December 2022 in order for A Rack to consider whether she can fulfil the role.	
6. Approval of Minutes	Minutes of the meeting held on 13 th July 2022 were received and accepted as a true record.	
7. Matters Arising	None	
8. Headteacher's Report	This report will include where appropriate for each meeting – Attendance, Curriculum Report, Finance Report, Premises, Health & Safety, Staffing, Safeguarding & Covid Update. Points to note and items raised: You are looking at closing the gaps for different groups, but I cannot see any consideration for high achievers to be pushed further. How are these pupils identified, planned for and challenged in the teaching and learning? Monitor top 20% as well as bottom 20% Looked at during work scrutinies across the curriculum. However, for foundation subjects this needs to be worked on, this was highlighted by Ofsted and will added to priority 2. Bullet point 3 of Priority 2 says that subject leaders will be able to 'know' and 'articulate' what progression looks like in their subject area - does this mean that this is a year where subject leaders are learning these to implement next year or will it also be applied to the work of students at St Michaels to find areas for development? Its about their understanding of what needs to be taught from foundation to year 6. It is an area of focus for subject leaders. Last year the priority was to appoint them and give them the training. What they now need to do is be able to triangulate the data and talk about it confidently.	S Addison

	• School fund – charity accounts have not been submitted? S Addison was not aware that the school fund was registered. S Addison to rectified. • Does school always run with a surplus? Currently have surplus for the next 3 years, but with increasing pay rises and EHCP pupils leaving there will be a deficit. Staffing reductions will have to be considered if significant deficits. Parents Survey • Ofsted survey reflected that of the parent’s survey. • Responses to the parent’s survey will be sent out with the next newsletter • How often are governor newsletters sent? Agreed that they would be sent at the end of each big term.	S Addison S Addison/L Taylor
9. Safeguarding Report	KCSIE Part 1 & 2 for governors. Governors to log on training log. NGA safeguarding training to be completed by all governors. Safeguarding audit has been returned as approved.	
10. SDP/SEF	To move to December 2022 meeting. Academisation – watch the landscape as it is ever changing.	
11. SIAMS & Church School Distinctiveness	Not on the SIAMS inspection list this academic year. The work carried out in school with Rev Arabella with the Collective Worship Council, is it continuing to develop even though she has left the Diocese? It has continued. The council has led harvest festival.	
12. ERG Report & Action Plan	To be reviewed prior to the next meeting.	
13. Policies	The following policies were circulated prior to the meeting: • Behaviour Policy • Complaints Policy • Managing Unreasonable and Serial Complaints Policy • SRE Policy All policies were approved by the full governing body subject to any amendments above.	
14. Governor Visits	The following visit reports were circulated prior to the meeting: • None at this meeting.	

15. Governor Items	Governor Vacancies Foundation vacancies still to be filled Co-Opted vacancy – potential candidate details to be forwarded to G Burrows who will contact to complete skills audit which will then be reviewed by governors. LA governor appointment Ben Godbold has been put forward by the LA. B Godbold was unanimously appointed as the LA governor. To note terms of office Jim McDonnell parent governor 19/12/2022 Terms of Reference and governor responsibilities The terms of reference and governor responsibilities were reviewed with thought to succession planning. This will be picked up at the next meeting. Governor Handbook L Taylor and A Rack are currently working on this.	
16. Items for Next Agenda	Vice Chair Link Governor 5-year vision SEND Policy Safeguarding Policy Academisation SRE – named governor Terms of reference	
17. Date & Time of next meeting (s)	All meetings are at 6.30pm • 14th December (Curriculum) – ERG 6.00pm • 8th February (Finance) • 29th March (Curriculum) • 24th May (Finance) • 5th July (Curriculum)	

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