

MONKTON PARK PRIMARY SCHOOL

Minutes of the meeting of the Governing Body Thursday 30th June 2022

(Subject to the approval of the Governing Body at the next meeting)

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| Present: | Sean Dennien SD (Co-Chair), Ian Sankey IS (Co-Chair), Barbara Hearn BH , Rod Key RK , Phillip Barnett PB , Fiona Gout FG , Steve Rafferty SR (Headteacher), Jan Douglas JD , Peter Dodd PD and Dan Reynolds DR , Jonathan Watts JW Katie Kelly KK (Clerk to the Governors) |
| 6.1 | Welcome and Apologies SD welcomed everyone, he thanked the governors for attending the Governor Day and for coming to the early start governors meeting. Apologies received from Penny Hamilton and Chris Dutton. |
| 6.2 | Declarations of Interest None |
| 6.3 | Minutes & Matters Arising The minutes of the meeting held on 5th May 2022 were confirmed as correct. SD signed and returned to the Clerk. |
| 6.4 | Setting Our Strategic Direction School Development Plan End of Year Review. SR gave an overview of the SDP concentrating on the items coloured Red and Amber. Pupil attendance has been lower than in previous years, it is difficult to evaluate as there are no national figures available. School have put in place measures to ensure next year the figures improve. Despite the COVID disruptions, the school have had a successful year. SoundWrite is embedded and the quality of spelling and handwriting especially in the younger years is impressive. SD said he had been looking at books from Squirrels class and the improvement from the beginning of the school year was outstanding. All of the end of year SATs and Phonic Assessment swill be ready for the next A&C meeting, but the results are looking very encouraging. All classes now use the school library with at least one timetable session per week. Thanks to KK for all of the work purchasing, cataloguing and maintaining the new books. There will be a budget of £2,000 for more new books next year. OPAL has seen great benefits for Breaktimes. School will know the results of the OPAL audit tomorrow. (Post meeting Note: School were awarded the platinum award This the highest award that they could achieve and reflects the dedicated work by the play team over the past two years). RK was impressed watching lunchtime play, he thanks JD and Annabel Collyer for their continued work. There are a number of staff members moving on. The quality of new staff is high, SR thanked the governors for their assistance in the recruitment process. PD asked if it was normal for this number of staff to moving. SR confirmed it was unusual, Due to COVID there has been little movement of staff for 2 years. The first 2 days of September will be teacher training, with all staff invited in on the Thursday to launch the new year. There is planning in place to help support the teachers manage the workload. Subject Leadership will be one of the key priorities for the coming year, with new staff and staff members moving to full time positions there will be more capacity to take on leadership roles. PD asked if there will be re allocations of leadership roles? SR confirmed that Annabel Collyer will be taking over as Maths Lead, Mary Murphy will be the new PE lead, Sarah Contardi will continue with Talk4reading, and Penny Hamilton will be taking over as Talk4Writing Lead. There will be a need |

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| | to review the current link governors. Additional roles will be required to cover areas such as Wellbeing and Thrive. |
| 6.5 | <p>Monitoring & improving our performance</p> <p>Headteacher Report (HTR) The report was available for the governors to read before the meeting.</p> <p>SR attended an LA meeting to discuss the new Whitepaper about the proposed change for school funding and potential Academisation options. All schools will need to become part of a Multi academy by 2030. The LA is proposing creating an Academy for initially ten schools and expressions of interest are required by 31st July. The governors discussed the assorted options. They agreed with SR that there is currently not enough information from the LA to make an informed decision. They agreed however that options would need to be investigated in due course.</p> <p>Sports Premium Use of Funding</p> <p>JD provided a summary, available on SharePoint for the governors to read before the meeting. JD confirmed that the funding is agreed for next year and that she will be leaving everything in place for Mary Murphy to take over. The governors thanked JD for all of her work as PE Lead.</p> <p>Attainment and Curriculum Minutes</p> <p>Next meeting Scheduled for Wednesday 11th July</p> <p>Safeguarding</p> <p>Continues to be a challenge. All schools need a Looked After Child Lead, SR will take on this role. This year 2 families have been taken into care; the school are supporting the children during this process.</p> |
| 6.6 | <p>Managing our resources effectively</p> <p>F&P Minutes</p> <p>The minutes from the 23 May were distributed in advance of the FGM. PB briefly ran through the minutes. The F&P committee discussed the proposed 2022-23 Budget during the meeting. The Full governors were pleased to approve the 2022-23 Budget. The governors thanked Sarah Quarrell for all of her work.</p> <p>The governors also thanked David Palmer for his help as Associate Governor. David remained on the governing board for one extra year to assist PB as new chair of the F&P committee.</p> <p>HR Minutes</p> <p>No meeting held since the last full governors. All vacancies within the school have now been filled.</p> |
| 6.7 | <p>Increasing Governor Effectiveness</p> <p>Governor Day Feedback</p> <p>The governors discussed their visit. They all enjoyed being able to visit the classrooms, meeting staff and pupils. DR was impressed with the teaching especially how the mixed ages were managed. FG followed Talk4Writing through the school, the framework ensured that pupils are engaged and excited throughout. IS enjoyed the creative play (OPAL) and visiting the outdoor areas with classes.</p> <p>SD thanked SR and the staff for facilitating the day. SR thanked the governors for their positive comments.</p> <p>Governor Visits</p> <p>PD met with his Link teacher Matt Slee to talk through Outdoor Learning and Geography. He asked SR who would be taking on Matts role as Forest School lead. SR advised that Jayne Rees will be taking on the role, she will be undertaking the Level 3 Forest Schools training in the new school year.</p> <p>SD has met with JD to discuss PE and OPAL. FG met with Naomi Bevan as new Oracy Link. NB will be drafting an Oracy policy for September. FG will meet her again once drafted.</p> |

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| | <p>Governor Training None undertaken since last meeting</p> |
| 6.8 | <p>Approval of Policies IS thanked everyone for approving the outstanding policies. All policies are now up to date.</p> |
| 6.9 | <p>Any Other Business</p> <p>Governor End of Year Report. SD to send KK the End of Year Report for the 15th July School Newsletter.</p> <p>Meeting Dates. Draft dates for next year's meetings are available in SharePoint, please let KK know if there are any issues.</p> <p>Jan Douglas Retirement Massive thanks to Jan for everything she has brought to the school over the years, through teaching, PE Lead, Deputy Head, School and Governors. The governors gave Jan a small gift to show their appreciation and wished her a happy early retirement. JD thanked the governors for all of their support.</p> <p>School Sign and Road Markings BH raised concerns about the faded road markings and school sign at the bottom of Lady Coventry Road and Eastern Avenue behind the school. FG suggested reporting the matter to WC via the online reporting system https://my.wiltshire.gov.uk/ SD encouraged everyone to report the matter.</p> |
| <p>Date of next meeting - The next scheduled meeting is on Thursday 29th September 2022 at 6.30 pm.</p> | |