



Minutes of:

Minutes of the Full Governing Body Meeting held in school on 12th July 2023 at 6.00pm

Present:

Simon Smith	Headteacher	SS
Lisa Raison	Parent Governor	LR
Nick Harris	Co-opted Staff Governor	NH
Antionette Howard Gardner	Parent Governor	AHG
Richard Dodson	Chair of Governors	RD
Allison White	Staff Governor	AW
Jenny Fry	Foundation Governor	JF
Megan Hill	Minute taker	MH

Full Governing Body Meeting 2022-23

		Action
26/001	Opening Prayer AW said the opening prayer.	
26/002	Apologies & Welcome RW welcomed all present. Apologies were received and accepted from David, Emma, Ben, Rev David. Letter from RD, resigning as a governor at the end of the summer term. Thanks were given by SS for all of his hard work. Will need a new chair of governors. This will be put out in September. There will be termly meetings amongst the local schools for anybody who wants to consider this role for additional support.	
26/003	Register of Business Interests – AHG has not signed register of business interest form – she will do this.	AHG
26/004	Approval of minutes of meeting held on 19.04.2023 The minutes were reviewed. The numbers need altering AW to do this. JF didn't receive a copy. Minutes were approved as accurate.	AW
26/005	Matters arising from minutes of meeting held on 19th April 2023 25/015 Budget update – budget has been approved by Local Authority. High expenditure items this year – new paving, roof done, car park improved, new play equipment, playground markings, new gates. Next year we will not be spending this additional money. The SCA bid to do toilets was not approved.	

Signed.....Date.....

<p>26/006</p>	<p>Committee Reports</p> <p>Curriculum Committee 04/07/2023 – Minutes were agreed as a true record.</p> <ol style="list-style-type: none"> 1. Classes rearranged for next year with Mr Harris leaving. 2. Interviewed for replacement T/A – awaiting one other interviewee to rearrange, if nothing heard then will discuss tomorrow outcome of today’s interview. <p>Resources Committee 21/06/2023 – Minutes were agreed as a true record.</p> <ol style="list-style-type: none"> 1. Fire survey, mostly ok - no emergency light in hall, needs to be over fire exit. 2. Corfe not able to dry overalls in boiler house anymore. 3. Agreed option B. 4. Inventory – AW will go through this with Sophie and complete for next FGB. 5. Wellbeing questionnaires sent out. 6. Thank you to Sophie for all of her hard work, doing a year’s work over 6 months is an incredible achievement! 7. LR – money to be moved out of Lloyds account so this account can be closed and reopen a better interest account online. Lloyds account £91.00 and CCLA (church of England deposit fund account) - £3500. 	<p>AW</p>
<p>26/007</p>	<p>Heads Report –</p> <p>SS will do a new school improvement plan over the summer holidays.</p> <p>Attendance – SS reported that attendance has gone down. Although, still around national average, it is low for P&A. It appears that attendance has dropped over the whole country since covid. It was suggested that the school gives parents advice on when it is fine to send their children in to school rather than keep them off. SS has signed up to be part of an outstanding attendance hub next year through Dorset L/A. SS is an attendance mentor and will attend regular meetings. Most schools have not been fining parents recently since Covid with holidays being missed etc, however will look to starting again for holidays and unauthorised absences from September. A letter will be sent out to parents.</p> <p>One SEN child going to Beaminster next year.</p> <p>Staffing update – Still looking for a clerk of governors. Have readvertised 3 hours per week for this.</p> <p>Fire drill – still need to do this term.</p> <p>Sports update – See written Heads report</p> <p>Disadvantaged pupils / pupil premium update – None given</p> <p>Drug related incidents – Zero</p> <p>SATS results – Above national average and above Dorset average. Well done to the whole school for this.</p> <p>Reading – 80%, and 33% at greater depth.</p> <p>Maths – 73% and 20% at greater depth.</p> <p>Grammar and punctuation – 80%</p>	<p>SS</p> <p>SS</p> <p>AW</p>

Signed.....Date.....

	Writing 93% moderated.	
26/008	SIP review and Update – covered by SS in HT report.	
26/009	Data protection report – The report was posted on the website for review before the meeting. There were no questions.	
26/010	WDSC Collaboration Update – Starting to do more as a collaboration. Maths project again, new SEN and literacy project. Also looking at the mental wellbeing of children. Tomorrow the collaboration plan will be updated and finalised, this will be shared in October meeting.	
26/011	Safeguarding – SS has completed level 3, Fiona doing level 3 tomorrow. EH has completed safer recruitment training.	
26/012	Policies for Ratification – The policies were posted on the Governors Area of the website for review before the meeting. <ol style="list-style-type: none"> 1. Financial procedures – approved by all. 2. Safeguarding – approved by all. 3. Charging and remissions including charging for optional extras. – approved by all. 4. Staff Discipline – approved by all. 	
26/013	Staff wellbeing – Survey out at the moment. They will be back at the end of term, so results in September. Lots of last-minute prep being done by the teachers for next year due to movement of teachers to different classes.	
26/014	Governor training, visits, recruitment and succession planning – <ol style="list-style-type: none"> 1. AHG trying to arrange training for herself. LR did literacy visit in May. LR and Miss Nash did some pupil interviews – this was shared. Reminder to be given to the children regarding marking codes. 2. RD went to chairman’s briefing – will email slides through the AW for posting on the governors’ area of the website. 3. NASEN report was agreed 4. Advert out for clerk at present. 5. Currently have 9 foundation governors but need more. We have 4 vacancies for foundation governors. 1 vacancy for the LA. 6. SS will put an email out to governors re succession before next FGB and also put a basic description out about what being a governor entails to try to entice parents. 	SS/FN SS
26/015	Correspondence – From Nicki Diment from Governor Services as we have no clerk and AHG is struggling to access courses. Are all the governors are registered to the NGA, please provide a list of who is and Nicki will register those who aren’t. SS will let Nicki know.	SS

Signed.....Date.....

26/016	Dates of future meetings – AGM and FGB – 10 th October 2023 6pm.	
26/017	AOB – <ol style="list-style-type: none"> 1. At curriculum it was discussed that the governing body is shrinking. A lot of schools are moving to one meeting and covering more, so a longer meeting but less. 2. 5 meetings per years instead of at 9. All things are added to the website for review before the meetings so everybody can read before hand. SS will speak with ND to discuss this further. 3. Let parents know they could talk to a current governor to get some information. 	SS

The meeting closed at 7:15pm

Signed.....Date.....