



Brockenhurst Church of England Primary School And Pre-School

Full Governor Board Meeting

On Monday 12 June 2023 at 4.30 pm

MINUTES

<u>Present:</u> Vicky Wales (VW) Foundation (Chair) John Littlewood (J Li) Headteacher Denis Dooley (DD) Co-opted Lucy Ladd (LL) Parent – <i>joined the meeting at 5 pm</i> Marie Macey-Dare (M M-D) Co-opted – <i>joined the meeting at 5:25 pm</i> Beth Martin (BM) Staff Simon Newham (SN) Ex-Officio Foundation Jo Plummer (JP) Foundation Kevin Plummer (KP) Local Authority Kirsty Tomblin (KT) Parent In Attendance: - Julie Edwards (JE) Associate Tracy O'Connor LA Clerk	<u>Apologies</u>
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The meeting was Quorate throughout and commenced at 4:30 pm.

Blue type indicates Governors fulfilling their core function of holding leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff.

Presentation – Numeracy – Beth Martin The presentation was forwarded to the FGB following the meeting. The maths environment was shared with the FGB to provide them with a picture of progression across the school, how it is delivered and how the children are supported to become independent learners. Pre-school have a variety of practical activities – filling up, shape work. The Pre-school are introduced and have started to use resources that are used throughout the school. There are a lot of activities set up inside and outside that the children have access to. Both Pre-school groups follow a theme. The current theme is under the sea. A lot of mathematical language is used to	
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	<p>support the children. The children have been introduced and are using Numicon.</p> <p>The Pre-school and Year R teachers work together to try and ensure that some of the activities that children found difficult on transition prepares them for the next stage. There are a lot of positive things happening at Pre-school. You can see how some of their activities prepare the children for the next year group.</p> <p>Year R</p> <p>The focus has been on the days of the week. There are numbers up to 20 on their washing line and a pictural representation on each of the numbers as well as the word. The children have been working on their Teddy number lines up to 10. Maths resources are available for the children to access if they want to.</p> <p>Year 1</p> <p>Concrete resources are accessible and are out on the table ready for their use. At the beginning of the year the children are taught how the resource supports them with their maths. Children are encouraged to use the resources that will help them with a particular area. The children are working on larger numbers. The teacher uses the concrete resource to model to the children.</p> <p>Year 2</p> <p>The maths displays are updated to support the children. Vocabulary, models and language are displayed to support the children. The children help themselves to resources.</p> <p>Year 3</p> <p>Year 3 have been working on statistics. Vocabulary is taught as part of the lessons. There are models of expectations. In Year 3 they have a 'Try a chilli challenge'. The school have been working on ensuring the level of challenge is appropriate. If a child has finished can they be pushed deeper with their learning.</p> <p>Year 4</p> <p>Year 4 have been working on statistics. The children are taught how to represent numbers in different ways – charts, bar model, line graphs.</p> <p>Year 5</p> <p>Previous lesson work is displayed to help the children when they move on to different lessons. The children are able and confident to help themselves to resources. Progress can be seen.</p>	
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	<p>Year 6</p> <p>Concrete resources are still used in Year 6 when they are required. A lot of the curriculum in year 5 and year 6 is focused on fractions. Reminders are put on the displays to support.</p> <p>Sustaining Mastery Training</p> <p>A lot of staff have been involved in Sustaining Mastery Training. The staff are now at the embedding stage. The purpose of the training is to ensure that the school are still applying the key principles of mastery for maths. It is important to ensure that all staff are aware of the different elements of the mastery approach.</p> <p>SWOT – Strengths, weaknesses, opportunities, threats</p> <p>At the recent Inset day a SWOT analysis was undertaken for each subject. Input was received from all teaching staff and that will feed into the next steps for maths next year. The SWOT for maths was shared with the Governors.</p> <p>Next Steps</p> <ul style="list-style-type: none"> • To change our Long-Term Plan in September to a blocked approach to teaching maths. • To explore how we can integrate more open-ended problem-solving lessons into our curriculum, and how to teach problem solving skills. • To facilitate all teaching staff, and possibly some TAs, having some maths training with NCETM next year, to ensure that our strengths remain and we all continue to develop professionally. <p>Q: Will the new blocked approach take up more time during the week for maths?</p> <p>The duration of each lesson will remain the same. Longer will be spent on each element before moving on to the next topic to ensure it is fully embedded.</p> <p>Q: You noticed that following covid that the long-term plan can move to quickly for some children. Would you anticipate that this would be forever?</p> <p>Following covid the school have reflected more. The school have been more flexible with the long-term plans. It has been identified that it is ok to go slower with some units. It is hoped that the new blocked approach will continue in the long term.</p>	
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	<p>A Governor advised that they had provided support for a pupil who was sitting their SATs. They observed and it was evident that the way they completed their maths paper that a lot of preparation had been taken to get them to that point. There was no problem that they looked at and felt they had no idea. The units were clearly very well taught and logical.</p> <p>Q: Are the resources and training available in place to move to a new approach? The school have access to White Rose. Their planning follows a blocked approach. Discussions will be held in staff meetings. The training that the staff will receive and the resources available will help the staff to feel supported.</p> <p>Q: Governors have been shown a lot of resources that are available. Are there any additional resources that could be provided that would support? The school are lucky and have a lot of different resources. Large versions of Numicon can be purchased which would be beneficial for the Pre-school.</p> <p>Q: Which resource has made the biggest impact and how has that been introduced into the year group below so they get familiar with the resource ready for the next year? Each individual year group is different and this can vary. Online resource from White Rose is very supportive. Dienes are very supportive when understanding place value for larger numbers and across different areas. Numicon is excellent and very useful.</p> <p>Q: Is MathShed working? Initially there were some challenges. MathShed is new and is still developing. Sometimes the wording of the questions can be quite complex. Parental engagement is mixed across the school. MathShed is encouraged and is available as a supportive tool for children to further embed what they are learning in school.</p> <p>AP1: MathShed – parents to be asked for feedback?</p> <p>The Governors thanked BM for her very comprehensive overview.</p>	HT
		Action
1.	<p>Welcome, Prayer and Apologies</p> <p>The agenda and supporting documents were circulated to the FGB prior to the meeting to enable questions to be prepared.</p> <p>The meeting opened with a prayer.</p> <p>The Chair welcomed everyone to the meeting. A reminder was given to the FGB that it is important for Governors to remain strategic.</p>	

	There were no apologies to note.	
2.	Declaration of Business and Pecuniary Interests There were no declarations of business or pecuniary interests declared relevant to the agenda.	
3.	Minutes of Last FGB Meeting – 24 April 2023 The minutes of the FGB on 24 April 2023 were an accurate record of the meeting and were approved by the Chair. AP2: Chair to sign the FGB Minutes – 24 April 2023 on GovernorHub. AP3: Clerk to send Winchester Diocese approved copy of the finalised minutes – 24 April 2023. Completed.	Chair Clerk

	Action Points – FGB 24 April 2023	Who
1	Chair to sign the FGB Minutes –13 March 2023 on GovernorHub. C/fwd	Chair
2	Clerk to send Winchester Diocese approved copy of the finalised minutes– 13 March 2023. Completed	Clerk
3.	C/fwd Local History - VW to discuss with the British Legion. Completed A co-ordinated planning meeting will take place prior to next years celebrations.	Chair
4.	C/fwd Summer 2 – VW to invite John Purkiss to speak to the children. Children to prepare questions in advance. John Purkiss has had to re-arrange his visit as he was unwell.	Chair
5.	Governor link visits to be arranged. C/fwd Sport – VW – date to be arranged Completed	Chair
6.	HT delegate where possible appraisals for non-teaching staff. Governors to review delegation in June. Agenda item – June. Completed Governors were assured that the overall performance management the HT will be reducing the number of appraisals for non-teaching staff.	HT
7.	C/fwd - Chair to attend Music and Movement next term. Completed A session was attended which was very positive. A lot of parents attend from different areas. Some of the parents were unaware of Brockenhurst Pre-School. It would be positive going forward for the Pre-school to form a link.	Chair
8.	C/fwd - Feedback from teachers – how many pupils regularly complete homework. What is parent engagement like – do teachers struggle with parent engagement?	BM
9.	C/fwd - Forest School - Governors were encouraged to link with Caroline Jones, TA and take the opportunity to have a look at the Forest School. (Monday, Tuesday and Wednesday afternoon –	All

	1:30 pm – 3 pm). A Governor attended the Forest School and advised that it was excellent. The children were very engaged and enjoy it.	
10.	C/fwd - Attendance - HT to include message on electronic board and in the newsletter to show what one day off a week equates to in terms of a child's learning. Completed Message included in the Newsletter.	HT
11.	C/fwd - ParentView – learning throughout the year – HT to discuss with staff. Completed There are 3 areas to work on. It was agreed that parents would meet the teacher to establish links and to look at the curriculum and delivery – the long term plan.	HT
12.	C/fwd - Re-establish links with the Commoners, Verderers, New Forest National Park. April update - Links have been received. JE is currently working on re-establishing links. Sue Lynes, Forest Commission, will be visiting the school to do a talk. JE will contact a Verderer and the New Forest National Park. Completed	JE
13.	C/fwd - Establish link with the station. Completed	Chair
14.	EYFS - The provision of transition audit report is still awaited and will be shared with the Governors at the next meeting. Agenda item	HT
15.	MFL enhance opportunities – HT to take forward at New Forest Learning Alliance. Action points 15, 16 and 17 A parent has volunteered to undertake some Spanish lessons via the Newsletter. However following the SWOT analysis at the Inset day for all subjects languages was reviewed. There is a teacher in-house who speaks French. The school will move from Spanish back to French. The person teaching French will teach KS2 French. Teachers will observe the lessons to increase their CPD. They will then teach in EYFS.	HT
16.	Newsletter - HT to ask if there are any parent volunteers who speak fluent Spanish who could help enhance the delivery of the curriculum. Completed	HT
17.	MFL Spanish assistance – LL to speak to colleague. Completed	LL
18.	July agenda item – Review of implementation of Jigsaw and staff feedback.	Clerk
19.	Thank you to the teachers for their hardwork and differentiation in class. Completed	HT
20.	Hooke Court – Thank you to the year 4 team from the Governors. Completed	Chair

21.	JP - Clerk to contact Diocese as Term of Office ends 12 May 2023 and new term of office starts on 6 June. Completed.	Clerk
22.	C/fwd - BM - Ask staff what their view is on how they can involve parents so that they can be involved in learning more – homework, participation.	BM
23.	Clerk to issue the training guide for WGBT. Completed	Clerk
24.	FGB September meeting – Governors to advise questions to ask -Parent survey.	Clerk

LL joined the meeting at 5 pm

4.	<p>Head Teacher's Report (written)</p> <p>The HT advised there were some amendments to his written report that was distributed prior to the meeting.</p> <p>The September number on roll is 205. The school PAN is 210. School tours are still being held.</p> <p>Year R - 24 Year 1 – 20 Year 2 – 30 Year 3 – 32 Year 4 – 29 Year 5 – 34 Year 6 – 36</p> <p>Q: Do Governors see the complaints/topics. If complaints are received and they relate to one topic at what stage do the Governors know the area of concern in case of repetition?</p> <p>AP8: HT to provide annual report of the number of complaints and broad areas of concern at the July meeting.</p> <p>Q: Fire Safety – what does PEP mean? Personal Evacuation Plan</p> <p>Q: Badger's Rest (Breakfast and Afterschool) – what was the attendance?</p> <ul style="list-style-type: none"> • Mean attendance for breakfast: 24 • Mean attendance for afterschool: 18 <p>ParentView was shared with the Governors. There were no questions to raise.</p>	HT
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	<p><i>MMD joined the meeting at 5:25 pm</i></p> <p>Inset Days</p> <p>1 September – Safeguarding and handwriting</p> <p>2 January 2024 – New Forest Learning Alliance</p> <p>28 March – New Forest Learning Alliance</p> <p>22/23 July – delegated to 4 twilights</p> <p>The Governors approved the Inset Days.</p>	
5.	<p>Early Years Foundation Stage Audit</p> <p>The HT advised the FGB of the process.</p> <p>The LLPR raised their report in the Autumn. It was advised to commission an external advisor to review. In between the processes County advised that they would carry out a survey, free of charge, to complete in-house training and development for the Pre-school and year R teachers as they were taking part in a language project. The survey was conducted in the Spring.</p> <p>A Governor said he was disappointed with the wording of the report. It is very statistical and no context.</p> <p>Q: The Governors are aware that changes have been required. Changes have been made to the physical environment and teaching. How will Governors understand the impact on the learning? What should they be looking for in the new academic year to show those changes have made a difference?</p> <p>The LLPR will visit in October and will be asked to revisit Year R which will provide Governors with an external evaluation of the impact of the changes made and progress. The Headteacher will continue to monitor and report progress.</p>	
6.	<p>Strategic Planning</p> <p>5.1 Review strategic ambition 4</p> <p>To form strong partnerships with other schools and education providers</p> <p>The partnership with the New Forest Learning Alliance has been discussed over the academic year. Governors know from input from staff that it has made progress.</p>	

	<p>Q: Is the partnership with the NFLA going in the right direction? What is the Governors role? How is it developing? The first year was a soft alliance – building of relationships and looking at Health and Safety which has worked well with staff. The teachers maintain contact and discuss moderation. Two Inset Days next year will be used to allow more time for moderation. This year a lot of time has been spent setting up operational matters. The Heads will be meeting on 3 July 2023 to discuss the Mission Statement for the group. What are the 3 year milestones? What is the aim?</p> <p>Q: Is it just the Heads or do the Chairs of Governors, SLT meet? The LMT met first before staff were introduced. Chairs of Governors and the Heads were meant to meet in the summer term but this has not happened. In the Autumn term this will be a strategic priority.</p> <p>Q: The next FGB is on 10 July 2023 would it be possible to share at that meeting the 3 year plan? HT to discuss the plan for the next year and the way forward.</p> <p>Q: Is the HT thinking of next steps if the NFLA does not work? The HT advised Governors of the alternatives.</p> <p>The teachers advised that when they have got together it has been very beneficial and they would like the meetings to continue. Having the opportunity to have informal discussions has been very useful.</p> <p>A meeting is still required with the new Principal of Brockenhurst College. Brockenhurst College students have been into the school and links have been made regarding sport and PE.</p> <p>AP9: Strategic Planning – NFLA – agenda item July meeting.</p>	Clerk
7.	<p>Budget and Finance</p> <p>Review/monitor spending against current budget plan</p> <p>Q: In September the Pre-school budget showed that the income was healthy and the expenditure balanced out. Currently expenditure has increased. Is this because the Pre-school required other members of staff due to pupil numbers? However the income has stayed the same. There is a concern that the budget is not balanced? At the September review of the budget it was discussed if the Pre-school should pay a proportion of services. The budget that was discussed in September did not have this 8% transfer included. When the Pre-school was not run by the school they simply paid rent. The revised budget presented has the Pre-school paying 8% across all services even ones they do not use</p>	

	<p>which is why the budget has changed from the one previously presented. This is now skewing their budget as it is not a true representation of the costs.</p> <p>The additional staffing costs are because the Pre-school was successful and a decision was made to allow 2-year-olds and the capacity in years 3 and 4 have increased. This has made a difference to staffing costs which is balanced by fees.</p> <p>Q: Some of the recharges such as electric, water and personnel will therefore increase due to the Pre-school?</p> <p>Yes but not for all services and perhaps not at 8%. The school would still also pay some of the same costs on SLAs such as EPS and Finance.</p> <p>Q: As Governors we should not be approving a negative budget. The budget is negative because of the recharges however the Pre-school added some costs to the school budget.</p> <p>If all recharges are removed the deficit in the Pre-school budget would disappear.</p> <p>Governors were reminded that they agreed to change the age range of the school. The budgets have been presented separately which Governors agreed they would like. The Governors have responsibility for 2 – 11-year-olds. The Pre-school are not separate they are a part of Brockenhurst school.</p> <p>Q: When the Governors discussed taking on board the Pre-school it was on the premiss that the Pre-school would not be costing the school any money. They would be breaking even?</p> <p>When the Pre-school was presented and running itself the Pre-school was only charged for the facility. The Pre-school were paying their own staff. If the school were only paying 2 members of staff in one building the recharges were not being claimed. The recharge was not considered until September and this was then built into the Pre-school budget. When the Pre-school was separate this level of recharge was not made. If the Pre-school was not there the members of staff are still employed by the school.</p> <p>Q: Should the Pre-school charges be increased?</p> <p>The HT needs to be mindful of the charges but it is important to remain competitive with other providers. The school have looked at 4 other Pre-school settings to ensure the charges are competitive in the current climate. Some of the children attend Badgers Rest and the profit from Badgers Rest which is included in the school budget is because some of those children attend the holiday clubs as well. These are not put back to the Pre-school budget they all go into the school budget.</p> <p>Q: With the increase in staff and buildings is there the ability to increase numbers of pupils?</p>	
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	<p>The third member of staff was because they wanted to increase the numbers. There was initially a 1 to 8 ratio and only 16 children. The third member of staff allows there to be 22 children. The numbers have increased by 6.</p> <p>It was agreed that by having two separate budgets was complicating things. There are a lot of shared resources and facilities. Initially the Governors wanted to see what the Pre-school was costing and what it was bringing in but the school is for 2 – 11-year-olds. Governors know the Pre-school is successful and provides an excellent start for the children as well as drawing children into the school who would not consider it as an option had they not attended Pre-school. .</p> <p>Q: Are Governors clear enough that they have investigated and understand why the figures show a loss for the Pre-school?</p> <p>The budget will next be submitted in October following budget revision. The expenditure will be reviewed to show what they thought would be spent and what was actually spent.</p> <p>Governors agreed that it would make sense to have one budget for the whole school. Questions will be asked on an annual basis – Are the charges right for Pre-school? Have they been researched? Having data is important to be able to make informed decisions.</p> <p>AP10: It was agreed for the October budget that 2 budgets should be prepared and a decision would then be made if the budgets should be merged. It would be helpful for Governors to have a recommendation about the recharge – what do the professionals see as reasonable.</p>	HT/ MMD
7.	<p>School Improvement Plan SIP review and plan for next year</p> <ul style="list-style-type: none"> • What has gone well <p>Pre-School Forest School</p> <ul style="list-style-type: none"> • What needs further work • Are there any other priorities to be added <p>Improvement Priority 1</p> <p>1.1 Maintain and continue to develop a strong and effective safeguarding culture within Pre-School and School</p> <p>1.2 Adapt implementation of wider curriculum based on impact</p>	

	<p>1.3 Establish NFA (New Forest Association) – a collaborative working model of local schools</p> <p>The NFLA will be in the next year’s School Improvement Plan. Needs further development.</p> <p>1.4 Review governance structure and implement agreed changes to ensure most effective use of governor skills and abilities</p> <p>1.5 Implement governance action plan 22/23</p> <p>1.6 Challenge progress, achievement and attainment of all pupils and associated groups</p> <p>1.7 Continue to progress with strategic action plan including further expansion of community links</p> <p>To be included in next year’s SIP</p> <p>1.8 Review styles and forms of communication with parents</p> <p>Training undertaken. Discussed introducing meet the teacher sessions. To be included in next year’s SIP.</p> <p>Improvement Priority 2</p> <p>2.1 Reduce progress gap for PP/SEND pupils and lowest 20%</p> <p>2.2 Sustain progress, achievement and attainment of all pupils – progress checking</p> <p>2.3 Increase leadership time for subject leads to ensure intention, implementation and impact are reviewed and actions taken</p> <p>2.4 Introduce and embed a new whole school approach to impact of interventions through an “opportunity cost” approach</p> <p>This is having a positive impact on children’s learning.</p> <p>Improvement Priority 3</p> <p>3.1 Subject leaders to triangulate their subject and assess within the wider curriculum</p> <p>3.2 Review learning values in action following previous years’ introduction</p> <p>Revisiting. Completed through Worship.</p> <p>3.3 Develop new phonics approach following review and training</p>	
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	<p>3.4 Ensure Y2 children have appropriate phonics knowledge Continue to be embedded next year.</p> <p>Improvement Priority 4</p> <p>4.1 Establish a children's worship group who support Christian values and the Church/Youth Worker when appointed Very positive contribution.</p> <p>4.2 Develop business links through engaging with pupils and showing them what future roles are out there – raising aspirations</p> <p>4.3 Provide 6 weeks Forest School outdoor learning experience for all pupils</p> <p>A lot of the priorities have gone well and have progressed. Some areas have been identified and will be carried over to the next year.</p> <p>Priorities for next year</p> <ul style="list-style-type: none"> • EYFS • Recruitment – pupil numbers. Continue to maintain strategies. • NFLA • Maths – See impact of the training and how it is has implemented • SEND – Alternative provision when phonics does not work • Handwriting • Budget – sources of income • Governance – working with the community to support the school 	
9.	<p>SEND</p> <p>The Governors were advised of the data –</p> <p>1 EHCP 2 Psicon assessments. The school has been advised that it may take 18-24 months to process. Child Wellbeing Practice – low level intervention CAMHs – this is no longer in place</p> <p>The Educational Psychologist and Speech and Language Advisor will be visiting the school this term.</p> <p>Q: Is there anything that the Governors can do to support? The Governors will be kept informed and receive regular updates. It is impacting on time in the classroom and can be difficult to balance. The HT has compared SENDCo release time within NFLA schools and Brockenhurst have enabled more release high needs to be protected in the future.</p>	

	<p>The Governors thanked JE for her hard work and the liaison with the agencies. If there is anything that the Governors can do to help please let them know.</p>	
10.	<p>Safeguarding</p> <p>The Safeguarding Learning walk was completed on 9 June 2023. The report will follow. Actions were identified and will be included in the report.</p>	
11.	<p>Staff Wellbeing</p> <p>It has been a very challenging time recently particularly related to comments made on social media. Governors wanted to acknowledge that it has had an impact on morale in the school both individually and collectively. The Governors are there to support but also to thank the staff for their professionalism in which they have continued to act throughout the period.</p>	
12.	<p>Governor Matters</p> <p>12.1 Review of Flat Structure</p> <p>Q: It was agreed that the flat structure would be reviewed. Is it working? Is it not working? Is change required?</p> <p>The Governors agreed that they preferred the flat structure. It was identified that timing needs to be planned around when the budget needs to be submitted for the relevant discussion to take place and to continue to use benchmarking. The balance is right in terms of focus of meetings. Governors are learning more about subjects that they were not as familiar with. Under the previous committee structure.</p> <p>12.2 Constitution – SN Terms of Office end date 7 July 2023</p> <p>SN would like to continue on the Governing Board and the Governors approved his new Term of Office.</p> <p>12.3 Governor Link Visits</p> <p>Visits are continuing to take place.</p> <p>SN attended the Science day at the school which was excellent.</p> <p>12.4 GB Development Plan</p> <p>Discussed at item 7.</p> <p>12.5 Governor Training</p>	

	<p>Understanding the Governors' Role in Monitoring and Evaluating SEND – 15 June 2023 – KT</p> <p>Governor Forum – VW. Cost savings and reduced numbers in year R were discussed.</p> <p>Development and Training Governor meeting – VW</p> <p>WGBT – the list of training had been issued to the Governors. Suggested training was –</p> <p>Complaints Communicating with the community Developing outstanding governance Effective questioning Equalities Finance Monitoring Safeguarding in your school Moving your school from good to outstanding Safeguarding Supporting most able pupils</p> <p>AP11: WGBT – Monitoring Safeguarding in your school – VW to book.</p> <p>12.7 Skills Audit</p> <p>The last skills audit was completed in 2021. AP12: Clerk to issue skills audit for completion. To be completed by end of term.</p> <p>12.8 Self Evaluation</p> <p>AP13: Clerk to issue the self-evaluation to Governors. Governors to complete by end of term.</p>	<p>Chair</p> <p>Clerk</p> <p>Clerk</p>
13.	<p>Health and Safety (Verbal Update)</p> <p>Following the annual inspection the building surveyor will be visiting the school to check progress.</p>	
14.	<p>Parent Governor Feedback</p> <p>School lunches are a concern. The school have raised the concern with HC3S. HC3S are aware.</p>	
15.	Documents and Policies for review and approval	

	Complaints policy – Following amendment the Governors approved the updated Complaints policy.	
16.	Correspondence There are currently 2 separate complaints running which have been investigated at stage 1. There is a potential that they may move to stage 2 and a Governor Panel would be required. The Clerk will co-ordinate and support the process.	
17.	Items to Consult/Inform Parents Changing ponchos – year 5 and year 6 trialling. Optional to use.	
18.	Any Other Business Thank you was given to KP and JP for the staff BBQ. It was excellent. The school fete is on Sunday 25 June 2023.	
19.	Dates for future meetings FGB – meetings start at 4:30 pm Monday 10 July 2023 Monday 11 September 2023 HTPM – meetings start at 8:30 am Wednesday 28 June 2023	
20.	Impact Statement <ul style="list-style-type: none"> • Maths Presentation – encouraging/positive direction • Clarity and approved budget • Reviewed SIP and discussed SIP for the new academic year 	
	The Chair thanked everyone for attending and for their valued contributions. The meeting ended at 6:50 pm.	

	Action Points – FGB 12 June 2023	Who
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1.	MathShed – parents to be asked for feedback?	HT
2.	Chair to sign the FGB Minutes –13 March 2023 and 24 April 2023 on GovernorHub. Completed	Chair
3.	Clerk to send Winchester Diocese approved copy of the finalised minutes– 24 April 2023. Completed	Clerk
4.	C/fwd - Feedback from teachers – how many pupils regularly complete homework. What is parent engagement like – do teachers struggle with parent engagement?	BM
5.	July agenda item – Review of implementation of Jigsaw and staff feedback.	Clerk
6.	C/fwd - BM - Ask staff what their view is on how they can involve parents so that they can be involved in learning more – homework, participation.	BM
7.	FGB September meeting – Governors to advise questions to ask -Parent survey.	Clerk
8.	HT to provide annual report of the number of complaints and broad areas of concern at the July meeting.	HT/Clerk
9.	Strategic Planning – NFLA – agenda item July meeting.	Clerk
10.	It was agreed for the October budget that 2 budgets should be prepared and a decision would then be made if the budgets should be merged. It would be helpful for Governors to have a recommendation about the recharge – what do the professionals see as reasonable.	HT/MMD
11.	WGBT – Monitoring Safeguarding in your school – VW to book.	VW
12.	Clerk to issue skills audit for completion. To be completed by end of term.	Clerk/All
13.	Clerk to issue the self-evaluation to Governors. Governors to complete by end of term.	Clerk/All

Roles and Responsibilities

Area	Governor
Art/DT	
English	Jo Plummer

Humanities (Geography/History)	Lucy Ladd
Maths	Kirsty Tomblin
Modern Foreign Languages	Kirsty Tomblin
Music	Vicky Wales
RE	Jo Plummer
Relationship and Sex Education	Simon Newham
Science	Simon Newham
Sport	
Community and Business	
Data Protection	Kevin Plummer
Development and Training	Vicky Wales
Early Years including Pre-School	Vicky Wales
Health and Safety, Financial Audits	Kevin Plummer
Pupil Voice	Kirsty Tomblin/Simon Newham/Beth Martin
Safeguarding	Vicky Wales/Jo Plummer
SEND	Kirsty Tomblin
Staff Wellbeing	Simon Newham/Jo Plummer/Beth Martin
Volunteers and Volunteering	Lucy Ladd

Committees	
Headteacher Performance Management John Littlewood Vicky Wales Simon Newham Kevin Plummer Tracy O'Connor (Clerk)	Pay Committee John Littlewood Jo Plummer Kevin Plummer Vicky Wales

MINUTES APPROVED

Signature

Name (PRINT)

Position

Date