

Meeting 6 – Part 1 Minutes – Full Governing Body

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|------------------------|--------------------------------------|--------------------|------------------------|-----------------|
| Date/Time | Tuesday 4 th July 2023 | Location | Whimple Primary School | |
| Attendees | Initials | Category | Attendees | Initials |
| Carole Shilston | CS | Head teacher | Sue Turner | ST |
| Linden Best | LB | Chair of Governors | Sarah Butler | SB |
| Viv Craig | VC | Co-opted | Digory Smith | DS |
| Matt Brown (online) | MB | Staff | David Rose | DR |
| Julia Green | JG | LA | Gail Martin Davies | GMD |

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| Apologies | Initials | Category - Reason |
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| Absent without Apology | Initials |
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| In Attendance | Initials | |
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| Minutes to | Papers |
| Attendees | |
| Apologies | |
| School Noticeboard | |
| School Website | |

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| 1 | Apologies |
| 2 | Business Interests |
| 3 | Minutes of last meeting - 20th March 2023 |
| 4 | Matters Arising |
| 5 | Finance/Teaching and learning |
| 6 | Head teachers report |
| 7 | Health & Safety |
| 8 | Classes |
| 9 | Safeguarding |
| 10 | Staff |
| 11 | GDPR |
| 12 | Parent questionnaires |
| 13 | Impact of governance |
| 14 | Policies |
| 15 | Federation |
| 16 | End of term activities |
| 17 | Thank you |

| Ref | Action or Decision | Owner/ Decision | Date Due |
|-----|---|--------------------|----------|
| 1.1 | <u>Apologies</u> None | | |
| 2.1 | <u>Business Interests</u> None | | |
| 3.1 | <u>Minutes of last meeting 20th March 2023</u> <ul style="list-style-type: none"> - 5:1 Coronation Fund is in hand. - 16:1 Changes to complaints policy completed - 8:1 Learning Walk completed - Governors came in to see SATs process - 14:1 Due diligence report completed - 15:1 All celebrations are in hand. - Minutes agreed | | |
| 4.1 | <u>Matters Arising</u> Dealt with as above. | | |
| 5.1 | <u>Finance/Teaching and learning</u> <u>Finance - Catering contract</u> - notice given to Devon Norse. 2 other companies explored. Agreed to go with Fresha - October half term start date. CS meeting with Norse next week to finalise winding down with them. DR arrived <u>Teaching and Learning</u> - learning walk completed - looked at vocab, progression, SEND, Values. Very positive. | | |
| 6.1 | <u>Head teachers report</u> <u>Attendance</u> - impact of sending data to parents? <i>Plans to send out data to parents November / February / June each year.</i> 4 responses from parents - <i>all have been dealt with by CS.</i> Persistent Absence is slowly improving. Holidays are still an issue. Attitude from a minority of some parents towards attendance is still an issue - this is not specific to Whimple School. <i>Question with regard to the control schools have on the setting of half terms - response - no control.</i> | | |

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| | <p><u>Challenge Day on 29th June</u> - linked to 8 essential skills found in skills builder. Class based. Children worked in teams throughout the day. Looked at transporting our society into a new planet problem solving, planning,</p> <p>Resourcing enabled staff to fully integrate and interact with the children.</p> <p>Very positive day. Excellent reflective and evaluation comments from children and staff. Something to continue into the future. Very powerful day. Children learning to listen to each other and compromise ... this was an emergent theme.</p> <p>HT performance management review - 19th July - with LB and JG</p> | | |
| 7.1 | <p><u>Health & Safety</u></p> <p>Reviewed by DS - nothing major to report here. Rough play accidents are rare.</p> <p>Planning to do a 'Lockdown' practice in the future.</p> <p>Question: how often is a fire drill done. response: we try to do one each term.</p> | | |
| 8.1 | <p><u>Classes</u></p> <p>Letters went out today. The criteria this year is solely on age anticipating few, if any, comments.</p> | | |
| 9.1 | <p><u>Safeguarding</u></p> <p>The meeting moved to part 2</p> <p>KCSIE - 4 minor alterations</p> <ul style="list-style-type: none"> -filtering and monitoring -absent/missing -recruitment -allegations | | |
| 10.1 | <p><u>Staff</u></p> <p>TA position - interviewed, unfortunately the candidate has accepted another post.</p> | | |
| 11.1 | <p><u>GDPR</u></p> <p>Nothing to report.</p> | | |
| 12.1 | <p><u>Parent questionnaires</u></p> <p>Low response - this could be linked to parents already having completed Ofsted questionnaire this year.</p> | | |

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| | <p>Although low response - overall positive response. Many issues raised last year have been addressed eg. communication.</p> <p>Issues raised with the amount of information given to parents - CS is aware of this and is continually seeking to inform parents and review processes.</p> | | |
| 13.1 | <p><u>Impact of governance</u></p> <p>Achievements this year:</p> <ul style="list-style-type: none"> - Federation - Successful Ofsted - Helen Eversett review - Subject monitoring - School Trips - Civic Award - SATs monitoring - School support and challenge - Financial scrutiny | | |
| 14.1 | <p><u>Policies</u></p> <p>No policies to review.</p> | | |
| 15.1 | <p><u>Federation</u></p> <p>LB to write an article for Whimple News.</p> <p>Final Managed Partnership Meeting was held 3/7/23 Discharge report has been submitted. New constitution document has been received.</p> <p>All policies will become EVF policies unless specific to Whimple School ie. Teaching and Learning / Behaviour / Absconding</p> | LB | 15th July |
| 16.1 | <p><u>End of term Activities</u></p> <p>Tea Party on 18th - contributions from staff taken.</p> | | |
| 17.1 | <p><u>Thank you</u></p> <p>A thank you to governors was given by the chair, head and staff governor.</p> | | |
| <p>The meeting closed 7.45</p> <hr/> | | | |

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| pm | | | |
| Next Meeting Date/Time | | Location | |