

**Burton C of E Primary
Minutes of FGB Meeting**

**5th October 22
6:00pm**

Governors present

Alison Timmings AT
Melanie Browning MB
Emma Castro EC
Graham Taylor GT

Amanda Hibbert AH
Andrew Carre AC
Chrissy Eccles CE
Di Wilkinson DW (via Zoom)

Item Number	Subject	Action
1	<u>Apologies</u> None	
2	<u>Minutes from previous meeting/matter arising</u> Welcome given to Graham Taylor. New Parent Gov joining the board, who will attend the finance meeting on the 12 th .	
3	<u>Subject Lead Talk – History&Geography</u> The subject lead spoke about how the curriculum has been developed to link in with the SDP, the curriculum needs to be challenging and engaging with an element of fun. Collins scheme has been bought into to offer consistency and challenge. A governor asked how the children will be assessed. Pupils need to be able to explain what they are doing, book looks, flash backs and learning walks along with pupil interviews.	
4	<u>Headteacher's Report (including safeguarding) see attached</u> AT talked through pupil numbers highlighting PANs for year groups. A governor asked where pupil numbers are lower than last year, will this impact the school budget. AT replied it would as PP/SEND is based on the Autumn Census. Whole school safeguarding training took place at the Grange on the 1 st Sept and Thrive training for Teaching Staff and LSA's on the 2 nd , the inset day on the 23 rd was 'bought in' training with speaker Hywel Roberts talking about 'Botheredness' A governor asked about Attendance and whether we have a target, is this set internally. Attendance is based on government guidance and is set at 97%. AT talked about place planning , at a recent BCP meeting it was shared that there has been a reduction in admission requests for	

	year R of 550 pupils over the last 6 years, AT went on to say the majority of applicants for this year intake were first choice Burton. AT updated governors on the number of Safeguarding referrals. AT ran through the teaching and Learning SDP priorities. Kapow has been purchased as an online curriculum resource for art and Computing.	
5	<u>School Development Plan (SDP)</u> This was covered as part of the HT report. There is a highlighted section for governors and governors will monitor themselves for SDP. The expectation for governors would be to complete at least 2 learning walks per academic year, ideally the first one before the end of Autumn term and the second one before Easter. Governors to visit other events such as Harvest festival, school trips, playtime to carry out behavioural walks and forest schools as examples. Governor visit guidance and template forms for recording have been sent out.	Clerk to forward to template to new governors.
6	<u>Data - attached</u> AT ran through data for the end of the Summer term for Phonics, Year 2 (based on Sats) and Year 6 (Based on Sats). A governor asked where the data for foundation stage has come from. AT replied the format is supplied by BCP data is based on teacher assessments. Children are assessed on entry and then again at the end of the year. Prime Learning goals were above national, below for fine motor skills: reading: writing and maths – FMS, reading maths each being just 5%/6% below national which is equivalent to 2 pupils. Writing was the greatest difference to nat and BCP being 15% lower. AT went on to say that a lot of time at the beginning of the year was spent on emotional and social wellbeing, settling the children in and physical development. KS1, end of year 2 data was below national for writing and therefore below for overall reading writing and maths combined. We were equal or above national and BCP for Reading; maths and science and at greater depth for maths. Children that didn't pass are receiving tutoring. A governor asked if this partly due to Covid comparing data to 4 years ago. AT replied we have worked hard on the writing as this was the most difficult subject to practice at home. KS2, end of year 6 – with the exception of science all areas were below national and below BCP. 3 children didn't sit the SATS as they were working below the standard required, this equates to 5%. Maths was the area that this had the biggest impact 20% below national and BCP. A governor asked in terms of the SDP where we are now in terms	

	of developing writing. AT replied we are working hard to link reading and writing. We can see the impact of R,W Inc. coming through already. The focus last year was on social development. Year 2 children that didn't pass are being supported in year 3.	
7	<u>Governor Visit/Learning Walks</u> The Chair asked governors to look at the training brochure for this year and contact the Clerk if they would like to book places.	
8	<u>Policies</u> All amendments to policies have been highlighted. <u>Child Protection Policy</u> Staff section has been updated, recruitment section as an addition for online searches to be made prior to employment. A governor asked whether the term online safety or E Safety should be used, as this needs to be consistent throughout. AT confirmed the phrase online safety would be used. Policy agreed <u>Dealing with Allegations Policy</u> Page 5 section B is an addition Policy Agreed <u>Computing Policy</u> Changed on the back of the KCSIE policy, tech vocabulary has changed, E Safety to Online Safety. A governor queried the section around prior consent by HT or SLT suggested changing this to SLT. Policy Agreed <u>Mobile Technology Policy</u> Changes from government guidance and changes in school refer to phone use for staff in school. Policy Agreed <u>Children Missing in Education</u> Update to page 3, 4 and 5. Policy agreed <u>Attendance Policy</u> This is the same policy that was used for Christchurch Learning Partnership, relevant sections have been kept in and attendance guidance has been added and strategy of how we are going to improve attendance. Policy Agreed	

9	<u>AOB</u> Finance meeting on the 12th to incorporate Gov SG training from 6.30pm, governors to meet at 5.45 pm to discuss staff pay and progression, EC and MB to join at 6.15pm DW will be more available for school visits from January. Julia Coleman will support HT performance management and school development in light of the changes to the LA provision. GT has compiled a compliance list and will arrange to meet with the HT to check items off. Meeting ended at 7.15pm Signed..... Dates.....	
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