



Full Governing Body Meeting Minutes The Federation of Church Schools of Shalfleet and Yarmouth

| | |
|----------------------|---|
| Date and time | Wednesday, 7 th July 2022, 6.05pm-9pm |
| Venue | Yarmouth and on-line |
| Governors | Mr Allan Bridges (Parent Governor) Mrs Debs Downer (Co-opted Governor) Mrs Lizzie Grainger (Headteacher) Mrs Tina Griffith (Foundation Governor) Mr Stephen Holland (LA Governor) Mrs Laura Homes (Foundation Governor) Mrs Sylvia Smith (Staff Governor) – left 7.40pm Mrs Sarah Woodburn (Co-opted Governor) |
| Quorum | The meeting is quorate, attended by 8 Governors. A quorum is 6 Governors. |
| Attendees | Mrs Georgina Westhorpe (Deputy Head Teacher) – online <i>arrived 6.25pm and left 7.15pm</i> Mrs Sheila Caws (Clerk) |
| Vacancies | Foundation Governor Parent Governor |
| Key | DCoG – Deputy Chair of Governors EHCP – Education and Health Care Plan FDP – Federation Development Plan FVWP – Federation Vision Working Party LLP – Leading Learning Partner <u>Challenge</u> Action, Decision, Support, Ring-fenced, FDP link |
| Distribution: | All Confidential Minutes to Governors attending meeting. |

The meeting commenced at 6.05 with an opening prayer from TG.

In the absence of the Chairman the Deputy, Mr Stephen Holland, took the Chair.

1.86 Apologies

Apologies were received from Mrs Carla Bradshaw, Mr Neil Gartell, the Revd Leisa Potter and Mrs Caroline Weeks, which were accepted

1.87 Declarations of interest on items forming the agenda

None.

1.88 Minutes from previous meeting 25.5.22 and matters arising (see action sheet)

Minutes from the FGB meeting held on 25.5.2022 were duly accepted as an accurate and true record of the meeting by the governors.

Signed Date

The actions from the previous meetings were reviewed and all have been completed or are on-going.

Action 1 – the HT contacted an ex-pupil from the Federation who has agreed to write the music for a Federation song after the summer.

Action 2 – the HT has created an Events Calendar for the Federation to include all the events for all the years in both schools. Class teachers will look at their curriculum planning and will hold appropriate food tasting days if the fit in. Q. Would planning a term at a time not be more flexible? Staff like as much notice as possible so that they can plan their diaries. Q. Will it be specified world food and how practical is it to organise? It will be year specific and currently five are planned.

Action 3 – the HT has circulated the intervention menu.

Action 4 – DD has spoken to Linda Porter and a meeting is planned for next week to discuss details. She intends to talk about her work with a school in Ghana amongst other things. The Revd Jackie Maw is happy with this arrangement.

Action 5 – see above for the possibilities of contact with a school in Ghana.

Action 6 – a meeting will be arranged in the summer holidays to discuss the educational landscape and academisation. The Clerk will contact the Governors to suggest dates.

Action: the Clerk will contact all the Governors to arrange a meeting on the educational landscape and academisation at the end of the summer holidays.

Actions 7 and 8 – the HT has circulated the FDP and the Attendance Report.

1.89 Governing Body business

• Membership

- Notice of an election to fill the parent governor vacancy was sent out but there were no applications. The HT will approach possible candidates. This led to a discussion on the existing website but it was decided not to take any action at present but to wait for the new branding when the new school opens.
- SS's term of office as a staff governor finishes at the end of August. A letter inviting applications was sent out but there was no response. SS is willing to stand again and will apply as per the procedure.
- TG's term of office as a foundation governor is due to end in September and she is currently in the process of completing the paperwork in order to be re-appointed.
- The Clerk noted that should DM be willing to be re-appointed as an Associate Governor, this will need to be ratified at the first full FGB meeting next term.

• DfE/LA update

Government Green and White Papers on Education

- SH gave a brief presentation on the latest Government Green and White papers following a meeting he attended.
 - The main theme of the Green Paper (*SEND Review: Right support, right place, right time*) obviously concentrates on the needs of children with SEN. There is a big increase in the number of children with increasingly complex SEN diagnoses. Most such children are expected to attend mainstream schools which is creating huge pressure on the education system and, as usual, more is expected on a smaller budget.
 - Staff training will be offered plus a new qualification for the SENCO. GW will undertake this.
 - There will be new national standards and a multi-agency partnership plus EHCP templates will be standardised nationally.
 - The numbers of EHCPs in place on the Island is higher than the national average. Q. Do families move here for access to an EHCP? It would appear not.
 - There were some overlaps with the White Paper (*Opportunity for all*), especially in terms of attendance. Fines for taking children out of school, apart from a few exceptions, will be mandatory and no longer at the HT's discretion. This led to a discussion on attendance.

- There were also some conflicting targets as SEN children are encouraged to attend mainstream schools but the Government wants 90% of children to reach their age-related targets by 2030. Unfortunately, there is no recognition of progress made but only the attainment of the standard. Q. Where is the provision for the more able? That will be provided by the National Curriculum. Q. Is there any talk of hybrid learning? Not as such. It could work for disciplined older children but probably not at Primary level.
- All schools will be encouraged to join a MAT by 2030. The dioceses are currently in consultation but the Catholic primary schools are unlikely to join multi-faith trusts. The LA will not drive the process but will provide support with applications and business plans. CofE schools will need to await direction from their diocese.
- SH will circulate the slides from his presentation.

Action: SH to circulate the slides from the presentations on the Government Green and White Papers on education.

School Place Planning

- The IW NHS is currently predicting a fall in population numbers and they are generally accurate. The current predictions for the number of school places that will be required in Reception is 1,266 for 2022/23 and 1,040 for 2023/24. These figures are down from around 1,500. Currently the four primary schools in the Cowes area are predicted to have a surplus of places of 42.6% by 2025/26, Newport (ten schools) – 22.9%, Ryde Rural (two schools) – 16.9%, Ryde (six schools) – 29.4%, Sandown/Shanklin – 31%, Ventnor – 52.9% and the West Wight (four schools) - -6.6%. This last figure goes against the trend as two schools have already been closed in the area. A discussion on the situation followed.
- **Diocese/Churchlink**
 - The HT and LP attended the Leavers’ Service in Portsmouth Cathedral. It was an exceptional occasion and our children gave a presentation as the Federation.
- **Community**
 - The Community Plan has been updated to show the status of all the actions at the end of the year.
 - The Federation was represented at the Sea Shanty Festival in Yarmouth.
 - A school play took place in Shalfleet yesterday (July 5th) which was led by the children. Everything was done in-house, including costumes and it was a great occasion, giving the children the opportunity to be on stage after over two years.
- **Federation Vision values**
 - This was deferred to the end of the meeting.
- **Governor Action Plan**
 - This has not yet been circulated to all Governors.

Action: the Clerk will circulate the Governor Action Plan

1.90 Review progress/evaluate FDP and highlight areas of focus for 2022-23

- The HT has circulated the updated evaluated FDP and it is noted that she would like to change the format next year.
- The majority of actions that are still red are mostly those that involved collaboration in the schools or the wider community and therefore could not be achieved under COVID restrictions.
- The HT met with the new LLP, Jason Matthews, who was very complimentary about the Conscious Community concept and he would like to explore the far-reaching consequences and the tremendous impact it has had on the staff. He liked the FDP and the HT is now waiting for his report. Q. Given that one session with the LLP is free, is it worth paying for more? Three short visits could equal the one day that is free. It may be worth supplementing his visits with input from other external sources for a different viewpoint, such as Fiona Adams from Hordle Primary School who is already involved in the HT’s Performance Management review.

- 1.91 Feedback from FDP STAR/Link meetings**
- No Governors attended the English or Maths meetings and a meeting of the Healthy Bodies/Healthy Minds will be arranged in September by LR.
 - There was a very positive meeting of the Future Progress For All group.
- 1.92 Key Staff reports**
- Safeguarding – as part of the HT Report
 - English
 - Maths
 - Additional Educational Needs Report
- 1.93 Outcomes of staff questionnaires**
- These have been disseminated to the Federation Vision Working Party who used the information contained therein to work on the Federation values.
- 1.94 Receive Portfolio Holder reports and actions**
- Community – 24.06.2022
 - Finance – 27.06.2022
- The DCoG **thanked the HT, the FM and the SBM for all their work to produce a healthy budget.**
- 1.95 Agree staffing structure for the coming year**
- The HT met with DD and SH to review the staffing structure. All the staff have had a meeting with the HT and know their duties for next year. All the changes have been included in the Budget.
 - It is possible that more 1:1 provision may be required for some children next year.
 - LR has asked to step down from his school leadership role and JT has been appointed Duty Lead at Shalfleet in his place.
 - A new leadership structure will be looked at before the move to the new site. *Q. Are the classes being well supported?* Yes, new TAs and HLTAs are to be appointed.
- 1.96 Report on the Single Central Record**
- All the files have been reviewed and the Federation has signed up for CPOMS Staff Safe.
 - There will be a new training software package in place for next year.
- 1.97 Adopt policies**
- There are no policies available for ratification. The HT will send the relevant statutory policies to individual governors for their approval and for ratification at the next meeting.
- Action: the HT to send statutory policies to the relevant Governor for approval.**
- 1.98 Head Teacher's Report (written)**
- See also the confidential minutes.
- The HT presented her report, a copy of which is attached to these minutes.
 - The HT drew attention to the National Tutoring Programme, arrangements made and talked about the positive impact of progress
 - The HT will undertake an end-of-year data analysis for September.
 - SATS – the data from both schools was in line with the predictions made. There will be statistical anomalies for both schools as the comparisons are mostly with schools that have two and even three-form entries.
 - The KS1 SATS at Yarmouth were moderated. The influx of the children from Freshwater had an impact which is reflected in the results, especially writing. *Q. Is that universally reflected?* No, it is a local issue and the HT intends to include KS1/KS2 writing as a focus in the new Federation Development Plan. The national picture shows the effects on Y3 of missing most of KS1 and Y5&6 on missing the beginning of KS2 due to COVID.
 - KS2 – Yarmouth. There were 18 children eligible but three were disapplied and two others were not reaching their age-related expectations. However, all the targets were met.

| Subject | Result | National average | Greater depth |
|---------|--------|------------------|---------------|
| Reading | 72% | 74% | 28% |
| Writing | 50% | 69% | 22% |
| Maths | 61% | 72% | 33% |
| EGPS | 61% | 71% | 22% |

Combined – 50%

The HT noted that it was the best set of results that could have been hoped for. Q. Did all those capable of greater depth achieve it? Yes

The HT thanked the Governors for their support during the exam process.

- KS2 – Shalfleet. There 29 children, of whom ten have joined the schools.

| Subject | Result | National average | Greater depth |
|---------|--------|------------------|---------------|
| Reading | 62% | 74% | 10% |
| Writing | 69% | 69% | 24% |
| Maths | 69% | 72% | 17% |
| EGPS | 62% | 71% | 10% |

Combined – 55%

National Combined – 59%

The HT noted that the Maths was hard and that all the national averages were significantly lower than previous years.

- The SEN numbers are significantly higher at Yarmouth and all schools are showing the effects of two years of COVID restrictions and the effort of catching up.
- The children have made huge progress in themselves.

1.99 Any other business

- Q. What is the procedure for parents wishing to approach the HT with questions?
- It was suggested that parents could join the Parent Forum group as a regular way to bring matters to the HT's attention. Or there is an internal system parents should use starting with raising their concerns with the class teacher and escalating the issue further if matters remain unresolved.
- The SBM reported that the building of the pavilion at Shalfleet will go ahead.

1.89 Federation Vision values

- SH presented the results of the discussions at the last meeting of the FVWP.
- Most of the work was on the wording of the Federation values and the next meeting will concentrate on the Mission Statement.
- There was a discussion on school uniform and it was agreed that the colours (two shades of blue) chosen should tie the Federation together.
- SH presented the work he had done on simplistic stylised branding images which have 3 elements, a logo, a name and a strapline which can then be used in different formats to suit a range of applications. The 3 images presented were based on the discussions undertaken at the previous vision group meeting. One based on the boat theme in the two existing logos, one based on a new idea of using a body of water image to represent Shalfleet and the River Yar and a third community/family orientated image. The community based design was ruled out. This led to a further discussion on proposed names for the new school. It was agreed to narrow the decision down to either Freshwater & Yarmouth CE Primary School or West Yar CE Primary School. It was agreed that it would be decided upon by a vote by everyone in the GB and not to extend further as would then create more variations and indecision. Either logo would work with either name. The strapline would evolve from the Mission and Vision statements which in turn will be derived from the Value statements.
- The next step is to make a final decision on the name, branding images and colours.
- Q. Should a letter go out to parents in September explain the changes and the arrangements for their introduction. The Governors and HT will write to the parents and carers.

Action: the Governors and HT to compose a letter to parents and carers explaining the changes in uniform and the arrangements for their introduction.

2.00 Date of next meeting

- Full Governors' Meeting – to be arranged.

The meeting closed at 9pm.

Signed Date