

**THE FEDERATED GOVERNING BODY OF SAVILE TOWN CE (VC) INFANT AND NURSERY SCHOOL AND THORNHILL LEES CE (VC) INFANT AND NURSERY SCHOOL.**

Minutes of the meeting of the Governing Body held at 5.30pm at Savile Town CE (VC) Infant and Nursery School on Tuesday, 20 June 2023.

**PRESENT**

Mrs K Allen (Chair), Mrs D Douglas (Head Teacher), Mrs K Asquith-Dolan, Mr H Bismillah, Mrs S Hussain, Mrs K Iqbal, Mrs F Lee, Mrs T Patel and Mrs I Whitfield.

**In Attendance**

Mrs G Hewitt (Minute Clerk)

107. **APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Mrs A Nyhan (consent), Reverend A Pollard (consent) and Mrs J Lord (consent).

Mrs K Asquith-Dolan had advised that she would be arriving late to the meeting. Ms Tasnim Patel was absent (without consent).

There were no declarations of interest.

108. **NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS**

No items were notified to be brought up under Any Other Business.

109. **REPRESENTATION**

**RESOLVED:** That the following matter of representation be noted:

**Resignation**

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mr Chris Bull	Co-opted	04/06/2023

Governors noted their thanks to Mr Bull for all his support during his time as a governor.

Governors noted the vacancy for a Co-opted Governor to replace Mr Bull.

110. **MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> MAY 2023**

**RESOLVED:** That the minutes of the meeting held on 16<sup>th</sup> May 2023 be approved as correct record.

111. **MATTERS ARISING**

(a) **Education Improvement Committee (Minute 91 (c) refers)**

The Head Teacher advised that since the last meeting, a paper was released from the Education Improvement Committee regarding how support for schools could look moving forwards. She noted that the KLP was previously funded through the government, however they are no longer offering that support. Possible models of support moving forward have gone out for consultation but schools have not yet had the outcome of this confirmed. The Head Teacher noted that this would be a buy in from schools.

**Q:** What cost are they forecasting?

**A:** We are unsure as yet.

(b) DFC Plans (Minute 91 (i) refers)

The Head Teacher reported that the toilet refurb has moved on at Thornhill Lees and they are now just waiting for the flooring to be rectified. New boilers would be fitted at the end of the week. A new roof has been installed above the school office which has been very noisy and also caused a leak over the weekend in the two-year-old provision

**Q:** Has there been any lasting damage from this?

**A:** No there hasn't.

(c) Governor Visits (Minute 96 refers)

It was reported that governor visits were due to take place at Thornhill Lees the following day at 10am.

[Mrs Asquith-Dolan arrived at this point]

(d) Radiator Safety update (Minute 91(i) refers)

The Head Teacher and Chair of Governors had met with the Asset Management Officer on the 7<sup>th</sup> June regarding this. It was agreed that the work needs to be actioned due to health and safety worries, particularly for the new starters as it consists of exposed pipework which is very unsafe for small hands. It is anticipated that coverings would be fitted but there has not yet been any confirmation from Asset Management following the meeting.

(e) Governor Action Plan development (Minute 100 refers)

The annual overview for next academic year was shared prior to the meeting. It was agreed that a newsletter would be beneficial to raise governors' profile within the school community now that more visits are taking place.

112. NEW SDP TARGETS FOR 2023-2024

These had been shared prior to the meeting.

The Head Teacher advised that these are a tweak on last years' targets in order to build and develop them.

The Head Teacher ran through the targets explaining the reasoning behind them as well as the plans in place in order to achieve the targets noting that the SLT in both schools are happy with the targets.

**RESOLVED:** That governors approve the SDP targets for 2023/24.

113. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teachers report was circulated prior to the meeting. The following update was given:

(a) School Context

- The Head Teacher reported that some children find this time of year quite difficult with the high temperatures and changes in routines.
- Feedback on the Father's Day event was provided, it was noted that it had been well attended and enjoyed by Dads and children in both schools.
- Governors were informed that the numbers of parents attending open events in school has decreased.

(b) Data

- It was noted that Teacher assessment data was due to be submitted to the LA by the end of the following week.
- Year 1 have carried out their phonics tests, the Head Teacher advised that the school is not yet aware of the pass mark, however, looking at previous years, 70% have passed at SavileTown and 77% at Thornhill Lees.

**Q:** When do the results come back?

**A:** We find out the pass marks next week and then the results will go out with reports on 7<sup>th</sup> July.

- EYFS scores were submitted at the end of June. The Head Teacher stated that there are no results for SavileTown as yet but Thornhill Lees looks as though it would be around 40%.
- KS1 data shared included:

Reading : 65%, for SavileTown and 59.7% for Thornhill Lees.

Maths : 74% for SavileTown and 53.7% for Thornhill Lees.

Writing : 57% for SavileTown and Thornhill Lees moderation was due to take place the following day.

(c) Pupil Numbers

- Classes for next year are being considered. 63 children are joining Thornhill Lees in Reception in September, some with high levels of need, therefore, there would be two classes with a resource provision for those who find it difficult to operate in a mainstream class. There would be three classes in Years 1 and 2 as well as the sunshine provision. There would be one class at SavileTown along with provision.

(d) Attendance

- Attendance has increased as the year has gone on. Each Childs' attendance for the year would be added to reports so that parents can see individual percentages.

(e) Buildings, Premises and Resources

- Resurfacing of the nursery play area at Thornhill Lees has been finished and is looking good.

**Q:** How is the bungalow coming along?

**A:** We are still waiting for the wallpaper to be removed from the walls so that they can dry out.

**Q:** What are you thinking of doing with the playground at Thornhill lees?

**A:** We have received some quotes but they are a lot more than we have budgeted for.

**Q:** When will the playground be at the point where it cannot be used anymore?

**A:** Possibly when it is inspected again during the autumn term

(f) SEND

- Numbers of EHCPs in both schools have increased. 10 children are on a My Support Plan at Savile Town and one is at decision to assess and 21 children have My Support Plans at Thornhill Lees, with nine at decision to assess.

Governors thanked the Head Teacher for her report.

114. SAFEGUARDING – UPDATES

The Head Teacher reported that Keeping Children Safe in Education for September has been updated with minor tweaks and would be shared with governors at the AGM.

115. STANDARDS – END OF KS1 DATA AND PHONICS DATA

This was covered in the Head Teacher's report.

**Q:** How do staff feel about the results?

**A:** We have not yet had a discussion as the last phonics test for SavileTown was yesterday and we haven't yet had a staff meeting to discuss.

**Q:** Are the numbers an improvement on last year?

**A:** Yes, as long as the pass mark remains the same in phonics. In terms of end of Key Stage percentages, we are very pleased with them, particularly in Maths and Reading and feel the Writing results are a true reflection of the children and the progress they have made.

**Q:** Would it be beneficial for governors to be given feedback following discussion with parents?

**A:** We will do this at the autumn meeting.

116. NEW GOVERNOR ACTION PLAN 2023-2024

This had already been covered.

117. SCHOOL WEBSITES

It was reported that the websites have been updated and the governor list along with the pen portraits were due to go live the next day.

Governors confirmed that the website is kept up to date with policies and other information.

118. DEDICATED HEADSHIP TIME

The Head Teacher advised that she tries to take this time for preparation for governor meetings, for example, writing the Head Teacher's report.

119. OUR SCHOOLS AS CHURCH SCHOOLS

The Head Teacher reported that Helen Lever from the Diocese came into school to work with Children who then led collective worship at Thornhill Lees. Governors were informed that the children had done very well. She was also due to be working with Savile Town the following week.

**Q:** What was the theme?

**A:** It was about caring. They did a little play around this and wrote a prayer.

120. FINANCIAL MANAGEMENT AND MONITORING

(a) Thornhill Lees

It was reported that the current cashflow is £313,061.

**RESOLVED:** That governors confirm the Money Manager balances to SAP.

(b) Savile Town

It was reported that the current cashflow is £143,070

**RESOLVED:** That governors confirm the Money Manager balances to SAP.

121. POLICIES FOR REVIEW BY FULL GOVERNING BODY

The following Policies had been shared prior to the meeting:

**RESOLVED:** That the above Policies be approved.

122. GOVERNOR TRAINING AND GOVERNOR VISITS

The following training and visits were reported:

The Chair had attended the governor briefing and stated that she would share the PowerPoint with governors, noting that a lot was discussed regarding funding, as well as the reform of the governor package and services for schools. It had been highlighted that there would be a lot more cost for certain services which have previously been free to schools.

The Head Teacher reported that if numbers in school are lower than PAN, schools are encouraged to look at the agreed admission numbers moving forwards. She advised that Savile Town may need to consider reducing the PAN to 30 for each class to ensure additional teachers are not required for each class, which the school cannot afford. She noted that there would be a consultation process which could take up to a year and would be something to consider for next year to avoid the school is more financially vulnerable than it already is.

The Chair had also visited Thornhill lees and met with the Deputy Head Teacher. She reported that it was clear to see she has made strides since she joined the school, she could talk confidently about the strengths of the unit, the strategic direction moving forward and how they would address this. Children were happy and engaged and listening and following instructions. The Chair agreed that things which were discussed during governor meetings could clearly be seen in place.

The Head Teacher informed governors that there has been an update to SIAMS requirements, therefore the area of the SEF for church inspection has been amended. It was noted that it has previously been confirmed that the values are embedded and children can be seen talking about them through school.

123. BUSINESS INTEREST FORM COMPLETION

**ACTION:** Governors were asked to complete the form via the link which has been circulated

124. ANY OTHER BUSINESS

Nothing had been notified to be discussed under any other business.

125. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

**RESOLVED:** That the future meeting would be held at 5:30 pm on:

- (i) Tuesday, 3<sup>rd</sup> October 2023 at Thornhill Lees.
- (ii) Tuesday, 28<sup>th</sup> November 2023.
- (iii) Tuesday, 6<sup>th</sup> February 2024.
- (iv) Tuesday, 19<sup>th</sup> March 2024.
- (v) Tuesday, 14<sup>th</sup> May 2024.

Opening Prayers to be a Standing Agenda Item

126. AGENDA, MINUTES AND RELATED PAPERS - SCHOOL COPY

**RESOLVED:** That no part of this agenda, minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.