



MINUTES OF THE MEETING OF THE GOVERNING BODY
held at Grand Avenue School on
Monday 6th November 2023 at 7.30pm

LA-1	CO OPTED 8		PARENT -2	STAFF 2
VACANCY	Mrs Jenny Gresson (Chair)	Mr Richard Newman		Mrs Margaret Barrington Co- Head Teacher (Ex Officio)
	Mrs Alexis Orlovac	Ms Michele Harris	Mr David Magee (VC)	Mrs Angela Dumbleton
	Mrs Archika Kumar	Mrs Hannah Newell		Mrs Shamama Tul Amber

Associate Members: **Mrs Shona Pitcher**

Clerk/Minutes: Miss Lucy Richards
Bold = absent

ITEM	MEETING STARTED AT: 7.30pm	ACTIONS
019	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Michele Harris Shona Pitcher	
020	DECLARATIONS OF BUSINESS INTEREST	
	None	
021	OBSERVERS	
	None	
022	MINUTES OF THE LAST MEETING HELD ON 25th SEPTEMBER 2023	
	These were agreed to be a true and accurate record of the meeting held.	

Signed/Initialled (Chair of FGB Committee): *J.G.*

Date: *22.11.23*

023	MATTERS ARISING	
	<p>The number of children on roll have been updated. There are 81 children in Reception classes. The only year groups which are not currently full are Year 2 and Year 6. It was noted that there are usually 665 children on roll. However, this was not the number that was in place for the census. This will have an impact on funding which will be received.</p> <p>School Council –the children have been elected to the council and the first meeting is tomorrow. The children's first task is to talk through the SDP and they will produce a child friendly version.</p> <p>Ed Davey – waiting for a reply to HT's letter on the shared parental leave.</p> <p>The safeguarding audit was sent to JG and AO. The action is for them to review this and the actions as outlined.</p> <p>2023/24 Terms of Reference document has gaps to be filled following changes to GB and some movement. Changes as follows:</p> <ul style="list-style-type: none"> • PPG governor – Hannah N • Steering Committee – need a quorum of 2. Will leave a vacancy for now. • Nursery Admissions – Richard • HT performance review - Archika • RHE - David • Absence Monitoring – Shamama <p>Governor's Corner – Jenny to send to the clerk for the Autumn Newsletter.</p> <p>Year 1 & 2 cohort is working well.</p> <p>Behavioural – REB has made some suggestions to put in the action plan.</p> <p>School led tutoring – there is some money which can be used.</p> <p>Staffing update – there is still a vacancy for a TA.</p> <p>The school are having a push on attendance. There are 112 children who have 100% attendance this term. The highest attendance per class is being highlighted in the school newsletter every week to encourage improvement in attendance.</p> <p>The focus for Governor visits this academic year is Behaviour and learning behaviours.</p> <p>Update on the Annexe – still not available for use and won't be until likely early December.</p> <p>Behaviour hub – some of the team have been to visit a school in Sutton. It was noted that there was consistent management of behaviour in the other schools.</p> <p>Governor question: Has the behaviour audit come back from the staff as yet?</p> <p>Response: When this is available it will be shared.</p> <p>It was noted that the school are aware of the noise in the main hall at lunch time. This is still being looked at.</p> <p>Training – Complaints policy - it was flagged at the training that this should be reviewed</p>	<p>LR to request dates from Sophie for School Council.</p> <p>Update Governor visit proforma for Governor visits.</p> <p>Check Complaints policy to see if the training needs to be reviewed each year.</p> <p>Clerk to send details of EIF training for all Governors to attend.</p>

Signed/Initialled (Chair of FGB Committee):

Date.....

	<p>every year. Check the policy for this.</p> <p>Ofsted – It was noted that once a new head teacher is appointed then the school would be put at the top of the list for an Ofsted inspection. All Governors will need to sign up for the EIF training.</p>	
024	HEALTH CHECK	
	<p>Input from Jenny – update the HC with input. Allocated question 8 to Ada.</p>	
025	GOVERNOR MATTERS	
	<p>a. Training</p> <ul style="list-style-type: none"> • Directors Termly Briefing – Jenny will share write up • Complaints training - Jenny to share write up • Connor has signed up for several training courses. <p>b. Governor Visits</p> <ul style="list-style-type: none"> • Alexis' visit to Year 5 - write up has been shared with FGB. <p>c. eNews/Termly newsletter</p> <p>Ofsted reports for some subjects and this included a music summary based on visits around the schools they have visited. It was noted that there was a lack of knowledge to teach the subject in primary schools.</p> <p>A new Ofsted chief has been appointed.</p> <p>There is training available on the subject of Children with a social worker, this is available via AfC.</p> <p>This is Angela's last meeting. Jenny thanked Angela for her years of valued contribution to the Governing body.</p>	
026	HEADTEACHERS REPORT – VERBAL UPDATE	
	<p>Agnetha is due back from maternity leave in January 2024. Initially, Agnetha will be working two days per week for the rest of the 2023/24 academic year and then will increase to 2.5 days from September 2024.</p> <p>Matthew McHale, new Deputy Head will be starting in January.</p> <p>H&S update – trees survey has been booked</p> <p>79 members of staff took up the flu jab which was carried out in school in October.</p> <p>The Reception play area is finished – the containers need to be filled and planted and a cover made for the sandpit.</p> <p>The slide on the Moongate needs repairing and the SBM is discussing different ideas with companies.</p> <p>The kitchen has been extended and hot FSMs have been offered across the whole school. Following this the take up for FSM has increased on last year.</p> <p>Governor question: Are the FSM's still fundable? Response: Yes, at the moment it is.</p>	

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	<p>The computer that operates the boiler has to be replaced.</p> <p>Passenger lift - the new part which has been ordered from Spain is due to be fitted on 14th November.</p> <p>The leak in the carpark is still unresolved and the next step is potentially to dig up the driveway.</p> <p>All other building updates/repairs have been completed.</p>	
027	SIP REPORT	
	<p>This report is mainly for reference. The parts in green are Rob's comment and there are two questions for Governors on p5.</p> <p>It was noted that there are some points that have been discussed a number of times and some are very fundamental challenges faced by the school.</p> <p>The progress data shows that the children are making good progress.</p> <p>There are elements of behaviour that need to be addressed and this is why behaviour is a focus for this year. There is a big section on behaviour in the Autumn SIP Report.</p> <p>Add SIP report to the first FGB onto the SOW for September meeting.</p>	<p>Add SIP report to agenda for FGB in September 24. Update SOW to show this.</p>
028	EQUALITIES OBJECTIVES UPDATE	
	<p>The equalities objectives are reviewed annually.</p> <p>Acronyms: BHM - Black History month RR - Reflecting Realities</p> <p>Governor question: Has there been much comment regarding conflict in the Middle East?</p> <p>Response: No, there hasn't.</p>	
029	TEACHER AND SUPPORT STAFF PAY REVIEW/AWARD	
	<p>The Pay Committee meeting is on Wednesday 8th November. The Committee will look at experience points at this meeting. There will be some individual cases to look at for some who have room for an experience point. There are no applications for the higher pay levels.</p> <p>Pay award for support staff has been approved at 6.5% across the board for everyone. Governors will need to vote on the agreement.</p> <p>Governor question: Have these pay awards been included in the budget? Response: Yes, these have been.</p>	

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	<p>Support staff will receive £2,250 across the board, this is a set amount. This needs to be ratified.</p> <p>There are two strands to be considered. These are looking at the appraisal process and then also how people are able to move up through the pay scale and receive a pay increase. There were no requests from staff who were at the top of the M6 pay scale who asked to move up to the next scale.</p> <p>When the budget was set this was built into the budget.</p> <p>Governor question: Are the increases manageable? Response: Yes, at the moment the school is no longer in a deficit budget.</p> <p>Governor question: Has the pay rise been fully funded by the Government? Response: No, this has been partially funded by way of a grant.</p> <p>It was suggested that the Pay Review Committee meeting is moved to the week before so it's before the FGB meeting and then the awards can be ratified at the FGB meeting.</p>	
030	FEEDBACK FROM COMMITTEES	
	The minutes will be reviewed at the next meetings.	
031	SAFEGUARDING	
	No updates from the school. Alexis will come in for her visit the week before the end of term.	
032	AGENDA ITEMS FOR NEXT FGB	
	None	
033	AOB	
	Mandy Rai has stepped down from the Governing Body. A Parent Governor election will be held this half term.	
034	SCHOOL COUNCIL	
	No additional updates following the HT update.	
035	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes.	
036	CLOSE OF MEETING: 9.30pm DATE OF NEXT MEETING: 22nd JANUARY 2024	

Signed/Initialled (Chair of FGB Committee): JG

Date: 22.1.24

MEETING DATE	ACTION	OWNER
06-Nov-23	Request school council meeting dates	LR
06-Nov-23	Update proforma for Governor visits	MB
06-Nov-23	Check whether complaints training should be updated annually	LR
06-Nov-23	Signpost EIF training to all Governors	LR
06-Nov-23	Add SIP report to Autumn A FGB agenda	LR

Signed/Initialled (Chair of FGB Committee): *Jennifer Goess* 6

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