

DRAFT MINUTES

SARRATT FULL GOVERNING BOARD MEETING

10 March 2022 at 6pm

at Sarratt CoE Primary School

"A small school with big ambitions and a huge heart"

**We value:
Courage, Compassion and Creativity**

Present:	Parent Governors: Melanie Boda, Chantelle Jalland Head of School: Nicola O'Hare Executive Head and Chess Valley CEO: Duncan Gauld Co-opted Governors: Julie Disdale (Ch), Sally Hale Staff Governor: Helen Bailey (online) Associate Governor: Dan Trueman	
		ACTION
Welcome and Prayer	DG shared a prayer HB attending virtually	
Apologies for absence	BS, TC, MB, Rev Michele	
Conflicts of Interest	None	

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<p>Consider matters arising from last minutes</p>	<p>Admissions policy amendment relating to staff - DG Position of "children of staff" should be moved from 6 to 5. DG to arrange a six-week consultation with all local nurseries, primaries, the local county council and the Diocese, as well as going on the website. DG agreed to organise the consultation.</p> <p>No objections and the changes were made to the position of children of staff. The policy will be on the website by Tuesday.</p> <p>Safeguarding - NOH Update policy on website - NOH (in place) NOH to locate Attendance Policy - NOH (in place) Checked Single central Record (SCR) - SH SH and CJ attended Prevent training - CJ / SH JD logged her Prevent training SH attended Safer Recruitment training DT attended Safeguarding Training</p> <p>Data/Standards/Curriculum - NOH NOH spoke to SLT and discussed plans for resources to be added to support awareness of the curriculum on offer at Sarratt. JD asked for SDP link to be checked - NOH will remove old link & replace with short summary of headline areas for development. Phonics links added to website for visitors to see.</p> <p>Health & Safety - DT DT visited the school site to carry out inspection of routine maintenance & safety. Inspection carried out. DT number of minor repairs outstanding and noted the limited funds. He raised the question of whether parents could help with some of the minor repairs. DG said it can create problems if repairs aren't up to scratch and need to be rectified, when they've been done voluntarily as a favour. DT raised concerns about holes in fire doors. NOH noted that a bid has been made for a full rewiring and electrical safety. DG also noted that the risk is relatively low. Otherwise DT said there were no health and safety concerns.</p> <p>Church Distinctiveness - All To consider a new vision statement including the new three values and the 'small school' theme.</p> <p>AOB JD/MB to join the school panto - JD/MB JD to create a shared document for minute-taking - JD</p>	<p>Curriculum resources to be added for Sept 22.</p> <p>NOH & BS to meet first to discuss</p>
<p>Approve new policies</p>	<p>No policies to approve</p>	
<p>Resources / Budget / Health & Safety</p>	<p>Minutes from Resources committee meeting shared</p> <p>We discussed the idea of having a directory of parent professions, as a useful resource when we want input into curriculum activities, or help sponsoring events, etc. We hope to task a new fundraising governor with this task.</p> <p>DT asked: is there a wish list for resources or other items? New lunchtime tables as an example. How else can we raise</p>	

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	<p>additional funds? Work for the Comms/Commercial/Fundraising governor role.</p> <p>Update provided for the building work - completion due on outstanding items in the Easter break. Fire doors, flooring, door frames, signage, gates all to be finished.</p> <p>Roof work started & progress is on track.</p> <p>DT attended site to undertake</p> <p>Energy - under the current contract til September. We're budgeting for 23/24 to double the energy costs. No extra funding coming in from the Government to cover it. Grants will be an extra 2-3% next year. But that's it. In Autumn 2022 will be putting in a bid for a heating grant. There's an emerging system of grant bids for warm air heating, if you want to opt for something carbon neutral - but the system costs a lot more.</p>	
<p>School Development Plan and Head's Report</p>	<p>Head's Report</p> <p>Staffing updates Additional part-time Support in Y2 class – Mrs J Perry (pupil with high-needs funding) One member of support staff team on long-term medical absence. Nicola and Mo have started NPQ programmes. Nicola is studying for NPQH (National Professional Qualification in Headship) and Mo for NPQSL (National Professional Qualification in Senior Leadership). Nicola due to complete the Church School Leadership programme this Spring.</p> <p>Pupil Numbers Pupil number rising from 151 (September) to 159 (March). 6 of the 13 in-year admissions this academic year have come from schools within a 5 mile radius. The five children who have left this academic year (1 set of twins and 1 set of triplets) have relocated to another part of the country.</p> <p>58 applications were made for Reception 2022 of which 21 were first choice and 17 second choice. Early indications suggest a full cohort based on previous year's figures. As of 08.03.22 there are an additional 3 children on the waiting list who are moving into the area before September.</p> <p>DT asked: are those numbers indicative of previous years? NOH highlighted the previous cohorts (current Y1 full at 26) increased personal tours, the marketing materials, the social media & other communications made to encourage families.</p> <p>Covid Updates Cases are decreasing in school. Only 3 isolated cases reported since half term following 3 months of outbreaks. Living with Covid management plan drawn up with MAT SLT, outlining future actions for managing cases in school.</p>	

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	<p>Joint worship to resume April 2022 in Key Stage Phases to reintroduce routines for children gradually. Some measures to continue as 'Covid Keeps' due to positive impact on school day e.g. staggering of playtimes, PE kits, designated seating areas in hall.</p> <p>Latest News Please see the link to the latest newsletter for updates on events in school. https://sites.google.com/sarratt.org.uk/4thmarch2022/home</p>	
Safeguarding	<p>Minutes from Phonecall. Update on changes since Learning and Welfare Meeting including Looked After Child (LAC) policy and procedures, LAC training. SH to be nominated LAC governor. Pupil wellbeing survey outcomes and children accessing counselling (Play Therapy). Online Safety advice received & published. BS to complete Safeguarding training (advised to complete ModGov online course).</p>	<p>SH nominated gov for LAC & PLAC</p> <p>BS to complete training</p>
Welfare/Pupil Premium / SEND	<p>Pupil Welfare Pupil wellbeing survey (being carried out currently across school) added to SDP https://drive.google.com/file/d/1YV69iNMyd1xVesTaBdmIWrSW3hyrfeMC/view?usp=sharing Initial outcomes show a positive picture overall. At time of writing 91% or more agree/strongly agree they are happy at school. Further responses to be collected.</p> <p>18 children on roll entitled to receive FSM plus one services child also entitled to PPG funding. 1 Looked After Child (LAC) and 1 previously LAC currently on roll.</p> <p>See minutes from Learning and Welfare meeting for additional information.</p>	
Data/Standards/ Curriculum	<p>See minutes from Learning and Welfare meeting. Question raised regarding attainment of SEND NOH response - Attainment data reflects the individual needs of the group. Children with additional cognitive and learning needs are currently working below or towards age related expectations. However, through targeted intervention and involvement for external services, these children are making good progress from their baseline. Assessment data across the school is a positive picture and where there are any changes there are reasons in minutes. NOH provided L&W with an update on strategies for Read-Write-Inc (RWI) - see detailed minutes. CJ made a governor visit and observed phonics in action through RWI in Reception. Impressed with the structure, interactive engagement and focus seen. It will be interesting to see and track the children's learning over time to make comparisons with previous methods. NOH added that half termly assessment helps to track progress and ensure they have the learning embedded.</p>	

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	It also helps to highlight children who may not retain or grasp concepts first time around. Additional learning time is then spent to help children catch up.	
Chair's Business	Staff leave of absence request: Beth Lamb (Y5 teacher) made a request for leave in November 2022. An opportunity to take part in a charity expedition with a personal connection for her. JD proposed the request to be granted in the circumstances. All present agreed. Governor 'Values' visit: Moved proposed visit back to summer term. Week of 18th April. Tour with Creative Leadership Team children and meeting with Junior Governing Body.	Visit on Friday 22/4/22 2pm
Any Other Business	CJ question: do you know of any plans to change teachers around for next year? NOH - no teachers expected to leave but they have until the end of May half term to hand in notice. There are no fixed plans to move teachers at this stage.	
Next FGB Meetings:	Thurs 23 June @ 5.30pm	
	Meeting closed at.....	

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