

Governors of Fairisle Junior School

Minutes of a Meeting of the Whole Governing Body Tuesday 3 March 2020, 3.30pm

Governors present:

1. Steph Thurston (Chair)
2. Peter Howard (Headteacher)
3. Alison Powell
4. Brent Schwarz
5. Jess Planter-Dixon

Associate members present:

- Bev Bessey
- In attendance:
Sophie Lee (Clerk)

1) Apologies

Phil Chapman, Mike Dant, Nikki Webb, Katherine Minns.

2) Declarations of Interest

Declarations relating to today's agenda: none. Changes to the register of business interests: none.

3) Minutes of the Last Meeting

Minutes from 4 February 2020 were agreed and signed by the Chair.

4) Matters Arising – Including Action Points

All actions from 4 February are complete except those listed below.

Action A: Attend assemblies to talk about the role of governors and give termly updates on governance.

All gobs

Action B: Write a health and safety report once a term.

BS

Action C: Attend one visit between meetings plus events emailed from BB. Clerk to email date reminders.

All gobs/
Clerk

Action D: Attend one staff meeting this term (Wednesdays at 3.30pm). Email BB/JPD in advance.

All gobs

Action E: Arrange a time to come in to ask children about using Chromebooks and what they added to learning.

PC/BS

Action F: Confirm dates/times from leadership cycle and send to governors regularly.

Clerk

Action G: Review SEND report with Robin Hayes.

NW

Action H: Write up outstanding governor visit report on Herne Bay School.

KM

5) LA Building Extension Update

The Headteacher met Tom Robinson from Faithful and Gould and Richards Hards from the LA. A way forward was agreed for lighting in stairwells which used to have glass but are now too dark.

Question from ST: Have they picked up time as it looks like they have done a lot?

The Headteacher reported that the floors, ceilings and main structure are all in place. Curtain walling is slotting in. The next job is first fix electrics and water etc, then internal walls.

Question from AP: Has the cladding been certified as safe after the Grenfell fire?

The Headteacher explained he called out LA building services to make sure the cladding was not unsafe in any way, particularly for sleepovers.

6) School Improvement Officer Visit

Mandy Gard visited on 28 February and met AP, KM, JPD and NW. Her draft report states that FJS continues to make rapid progress towards our objectives and is self-

improving with a strong learning culture. Children have many opportunities to develop skills and leaders choose events carefully to maximise the benefits. We do not jump on the latest bandwagon and do proper research to provide the best for our children.

She was very positive about governors who are matched well to their roles. The teacher governor role is being developed effectively. She advised that follow-up questions from governor visits should be properly recorded and tracked. To address this the clerk will record unanswered questions from governor visits in the action points.

Concrete and pictorial apparatus is used routinely in maths. Teachers should be explicit about why different approaches to learning are helpful as pupils could not say why they were doing something in a certain way.

Transition links with the infant school have been strengthened. The Headteacher met Oasis and Redbridge Heads and they have been awarded a school improvement grant of £20k across the federation to improve transition for vulnerable children. At Easter secondary teachers will visit us and in the autumn term our staff will go to secondaries.

Question from ST: What should we do better?

The Headteacher stated that we should provide a trail that charts governor visits to show how actions are followed up. A form will now record the date of all governor safeguarding monitoring visits. Children should know why they use the CPA approach in maths.

Mandy Gard discussed with governors how to know what you are looking for in books and how to all look for the same thing, using the key questions sheet. She also talked about looking at the subject leadership roles and subjects as a whole, including probing further – asking so what? What happens now? What is the impact of that?

In their self-evaluation governors asked for support with questioning, checking books and what to look at around school during visits. Questioning was covered with Mandy and the 20 key questions have been refined further.

Action I: Ask all governors if they received enough guidance from Mandy Gard.

All gobs

Mandy also looked at provision for SEND and more/most able children. She found a strong learning culture from senior leaders which pervades staff. They are not afraid to lead in the best interests of the children.

There is good progress in the transition from KS1 to KS2. Mandy Gard advised we could build on the settling-in survey, asking specific questions on provision, outcomes or challenge.

She was very impressed with maths and found leaders were very confident. Maths books build on children's conceptual understanding. Children do not get buttonholed into a particular set and we move them accordingly.

Question from AP: Will that help achieve the OFSTED objective of supporting gifted and talented children?

The Headteacher said yes. Mandy looked at more able and SEND books.

Conversations with leaders showed they felt trusted and valued and that they maintain autonomy. Staff embrace change and there is a vibrant learning environment. The single central record meets all requirements.

Question from ST: What are you doing to help children know why they are learning in a specific way?

The Headteacher stated that will be part of PDMs and followed up in focus weeks.

Children can tell us what they are learning about but not why they are doing it like that.

7) Governor Visits

Action J: Write a report on Mandy Gard's visit.

AP/KM/
NW/JPD

8) Dates from Leadership Cycle

BB has emailed focus week details to governors. This term subject leaders will be questioned in a "deep dive" including why they do things in a particular way and how learning builds from KS1. We looked at music in week 1 as the leaders are not music specialists.

The leaders for SEND and more/most able (Robin Hayes/Holly Cleveley) will be invited to present to governors over the next two meetings. ST will attend the English deep dive tomorrow.

AGENDA

(BB entered the meeting.)

9) Learning Leaders Report

BB discussed leadership and its meaning with the learning leaders. They said school leaders were PH, BB, people who take care of the building, house captains, head boy and girl etc. Some thought the school was led just by PH/BB/governors but all thought it was led very well. Teachers deal with any situations straight away.

They said everyone is having fun and learning with a good balance between learning and fun. When asked if money is spent well they said it went on resources like rulers and on the playground. They wanted it spent on "researchers" to see if they could get more support and on broken lockers.

On behaviour they said strikes were good and deter bad behaviour. They liked staff standing at the office to ask why pupils are late. They said that more strikes were given to children struggling with learning who needed help.

They said children should only play with their own year groups as this would stop arguments. They thought the behaviour policy was fair and working, learning was good and teachers teach them how to be good. One child was asked what their teacher could do to help them and said they wanted more strikes given out.

Work was just right in difficulty and made them think. They liked the sets as they can move set if work is too easy or hard. There is a balance in fun or hard lessons, group/individual work and a balance of trips and classwork. Attendance needs to improve.

Learning leaders said Chromebooks are easy to use, particularly for Y4 times tables. They thought they were safe as they have no apps children should not be on.

They liked the fact we are trying to extend the playground and wanted the climbing frame extended, with a bench around the tree. In the area outside the staffroom they wanted a fence, gym equipment and bike track.

Governors were shown pictures of the gym equipment we would like to buy which would be locked at night and need a staff member positioned there in the day.

Question from AP: If staff are on duty will you need to pay for extra staff?

The Deputy Head said we would probably need an extra lunchtime supervisor but we have vacancies anyway. No extra staff would be needed specifically for playground duty.

10) Safeguarding

A report show incidents for 3 February to 2 March with most under pastoral care. Over half-term we received quite a few PPN1s (domestic violence reports). The Head had two conversations with MASH.

Question from AP: How do the numbers compare with a similar period last year?

The Headteacher explained there were fewer incidents this year. Last year there were 97 incidents (45 pupils). This year there were 57 incidents (33 pupils).

Two children are on child protection, three are children in need, two have a team around the family and three have special guardianship. DSLs did annual training on 5 February.

We are working towards becoming a national online safety certified school. Posters from the national online safety board are posted on our Twitter account. A certain percentage of staff need to complete online training plus some parents and governors, so please complete the course when it is emailed out.

11) Policies

The complaints policy is the federation policy and is unchanged.

Question from ST: Does it need changing based on any recent complaints, for example timescales?

The Headteacher said it does not.

Minor grammar changes have been made to the health and safety policy. The business continuity policy is unchanged except for changing "Andrew Clark" to Business Manager.

Question from BS: Does the business continuity plan include the coronavirus?

The Headteacher explained that it includes pandemics and epidemics.

Question from BS: How are we implementing 20 seconds of handwashing in school?

The Deputy Head reported she led an assembly to explain washing hands for the time it takes to sing Happy Birthday.

The Headteacher stated that a poster on the subject is in all toilets and information will be in the newsletter this Friday.

The complaints, health and safety and business continuity policies were approved.

12) AOB

12.1 JPD is applying for a national professional qualification for middle leadership course which could start at the beginning of April. Governors congratulated JPD. The cost is £1050.

12.2 The next LA evening for governors is 10 March, 7pm at Regents Park Community College on SEND. Please email the clerk if you wish to attend.

12.3 **Question from BS: Has there been any vandalism as I saw some youths jumping the fence into school?**

The Headteacher said they have had very little vandalism. Children do play football on the field but we enjoy a positive relationship with most youngsters around.

The Deputy Head noted that some youngsters who left FJS last year were banned from Sainsbury's.

12.4 Abi Saunders has become an LA moderator again; governors congratulated her.

12.5 We received the budget details at the end of last week and our budget share

(not including pupil premium and items like growth fund) is £67k up.

Question from AP: Is that because of increased pupil numbers?

The Headteacher said there is a slight increase plus the LA are giving schools the full national funding formula.

12.6 The DfE are emailing schools with the latest guidance on coronavirus.

12.7 HPSN 2.1 broadband will be switched on from Thursday this week; it is 10 times faster than our current broadband.

Update on item 12.7: The HPSN 2.1 was not switched over last Thursday as it was discovered that one of our broadband boxes has been placed above the suspended ceiling and this cannot be moved without the go ahead from the asbestos team.

Question from AP: Does it cost extra?

The Headteacher confirmed it does not.

12.8 On Friday the food hygiene inspectors visited and our kitchen retained its five-star rating after a very thorough inspection.

12.9 The school will be redecorated over the summer and the colour has been chosen after staff, children and parents were consulted.

12.10 Secondary transfer emails have been sent by the LA. We have 89 children in Y6 with 39 going to Oasis, 19 Redbridge, 13 Mountbatten, 13 Romsey, one St Anne's, one St George's, one Regents Park and two not allocated (late applicants).

12.11 Sainsbury's want to hire the hall in the summer for a holiday club. We have sent the paperwork to legal services for advice. They would pay about £1700 and would provide lunch for the children who would pay to attend.

Question from ST: Can we give them the hall and toilets but nowhere else?

The Deputy Head said yes, the rest could be closed off.

Question from AP: How much would we spend on extra caretaking etc?

The Headteacher said that is why we have asked for legal advice.
The Deputy Head stated they would bring all their own equipment.

Question from AP: Would our income be the same regardless of the number of children?

The Deputy Head said she did not know. The caretakers would be in school anyway.
The Sainsbury's staff would probably not clean toilets.

12.12 Friday's newsletter will ask all parents with a disabled car permit to provide details to build a database on who is using our carpark.

Question from ST: How do they get into the carpark?

The Headteacher said they are let in or tailgate.

12.13 On 18 March Tyrone and Warbz will perform in assembly at 9.05am with governors invited. The focus is attendance and punctuality. This date must not be disclosed outside the governing body as the children do not know when it will happen.

13) Time and Date of Next Meeting

The next whole governing body meeting is on Tuesday 31 March 2020 at 3.30pm.

The meeting closed at 4.40pm.

ACTION POINTS FROM 3 MARCH 2020			
	Action to be completed	By whom	By when
A	Attend assemblies to talk about the role of governors and give termly updates on governance.	All govs	End spring term
B	Write a health and safety report once a term.	BS	End spring term
C	Attend one visit between meetings plus events emailed from BB. Clerk to email date reminders.	All govs/ Clerk	Ongoing
D	Attend one staff meeting this term (Wednesdays at 3.30pm). Email BB/JPD in advance.	All govs	End spring term
E	Arrange a time to come in to ask children about using Chromebooks and what they added to learning.	PC/BS	31 March 2020
F	Confirm dates/times from leadership cycle and send to governors regularly.	Clerk/BB	Ongoing
G	Review SEND report with Robin Hayes.	NW	31 March 2020
H	Write up outstanding governor visit report on Herne Bay School.	KM	31 March 2020
I	Ask all governors if they received enough guidance from Mandy Gard.	All govs	31 March 2020
J	Write a report on Mandy Gard's visit.	AP/KM/ NW/JPD	31 March 2020
Agenda Items for Future Meetings			Date
	Presentations from Robin Hayes/Holly Cleveley on SEND/more and most able	Robin/Holly	31 March or 28 April
	Look at history from infant school to Y6	All govs	28 April 2020
	Update on building extension	PH	Ongoing
	Performance against SIP targets	All govs	Ongoing
	Agree newsletter updates on the budget, decisions made and governor roles	All govs	Once a term
	Safeguarding (standing item, to include CPOMS reports, safeguarding meeting summaries and accident reports)	PH	Ongoing