

Fairisle Junior School Whole Governing Body Meeting

Tuesday, 9th January 2024 at 3.30 pm

Venue – Fairisle Junior School, Fairisle Road, Lordshill, Southampton, SO16 8BY

Approved Minutes

Attendance:

Name	Role	Attended	Apologies accepted	Absent
Nikki Webb (NW)	Chair	X		
Phil Chapman (PC)	Vice Chair	X		
Peter Howard (PH)	Headteacher	X		
Alison Powell (AP)		X		
Bev Bessey (BB)	Staff Governor/ Deputy Headteacher	X		
Brent Shwarz (BS)				X
Also in attendance:				
Raylene Poppleton	Clerk	X		

Agenda items were taken in the order shown.

1.	Welcome
	The Chair welcomed Raylene Poppleton, Governance Professional, Bridge Education Trust as the new clerk.
2.	Apologies for absence
	i. The Chair opened the meeting at 15.36. ii. No apologies had been received.
3.	Declarations of interest: a) to declare an interest in any item on today's agenda b) to declare any changes to the register of business interests.
	None declared. PH has updated the website with this years declarations
4.	Minutes of the meeting on 14 November 2023
	● Decision: the minutes from the meeting of 14 November 2023 were approved.
5.	Matters arising including action points

	<p>Please refer to the Summary of Actions table following the minutes for updates.</p> <p>i. SEND Report (24/11/23): PH advised that no question had been received and an update was included in the Headteacher's Report.</p>
6.	<p>Headteachers Report</p> <p>i. NW extended the thanks of the governors to the SLT and all staff who contributed to the report. It was very comprehensive and excellent work by those involved.</p> <p>ii. It was commented that the report content would be useful for governors during the visit of SIO, Mark Linfield on 5th March 2024 and for use in monitoring the actions and next steps when governors have their meetings with staff.</p> <p>This was followed by discussions covering specific sections</p> <p>Attendance Report</p> <p>iii. PH explained the attendance reporting used new codes to add more information and included previous years as a comparison.</p> <ul style="list-style-type: none"> ● Question: Is one child still skewing the figures? ● Response: PH advised yes, as it's not possible to exclude one child from the data in SIMS but it does affect the data. Year 5 has 90 children making one child 1.11%. Deducting 1.11% from figure for year 5 would make the value similar to the current year 6. All other year groups have shown improvement. ● Question: Can the increase in the number of minutes late (page 6) be explained? ● Response: The number of minutes has risen but the number of children late is the same. Each child who is late is missing more minutes than before. To address the issue of Monday and Friday attendance/lateness being worse, the school will be holding the In It To Win It prize early on a Monday or Friday this term. <p>iv. PH reported that letters had been sent to all parents about their child's attendance record for last term. The letters use a traffic light system indicating Green = attendance over 96%, Amber = attendance 90-96%, Red=under 90%. At Easter another letter will be sent to cover both the autumn and spring terms.</p> <ul style="list-style-type: none"> ● Question: What has been the response from parents? ● Response: A couple of parents have contacted the school and it was explained that this gives parents more information as attendance is something the school cannot address alone. ● Question: How does the school see attendance figures changing going forwards? ● Response: PH said he expected attendance would improve over the next few years. <p>Teaching and Learning</p> <ul style="list-style-type: none"> ● Question: How are ECT's being supported? ● Response: We are supporting the Early Career Teachers with observations, feedback and checking paperwork/coursework is completed. Realistic reports were sent to HISP and provided feedback that enabled the ECT's to move forward this term. <p>Behaviour</p>

- v. A behaviour walk took place last week and was seen to be very good. In the assembly held this week there was a talk about New Year Resolutions and new starts, with a focus on behaviour.
- vi. The Ofsted assessment thought the behaviour was impeccable.
- vii. BB advised that of 402 pupils in the school, 32 are monitored and meet with BB as part of a program. The pupil's reflect on their behaviour using RAG ratings, talk about whether things are improving and set targets. This is an annual process (January to January) and has happened for several years. Improvement is evidence of this consistent approach.
- viii. PH stated that the behaviour policy was right for this school; with a focus on looking after the small things so that the big things don't happen. This includes when in school uniform out of school.

Reports from Year Groups

- ix. This new addition to the report was positively received by governors for giving a rounded and in depth story behind the classes.
- x. PH reported that the first mock SAT's took place in Autumn 2 and this week saw the 2nd set of mock SAT's.
 - **Question:** Could the outcomes for each year group be presented in the same style/order to aid comparison
 - **Action:** PH to address data presentation for next time

Parental Feedback

- xi. PH explained the process for obtaining feedback this year during parent's evening resulted in more responses. Governors agreed the response rate was impressive and reflected the size of the year groups.
- xii. PH reported that for many of the statements nobody disagreed and the response towards the school was overwhelmingly positive. For some of the 'don't knows' parents advised it was because of their child not having experienced things like bullying.
- xiii. A negative comment relating to the use of the strike system for ND (neurodiverse) students was discussed. It was agreed that calm classrooms where students were engaged was important for all students, especially neurodiverse students.

Pupil Numbers

- xiv. PH reported that pupil numbers on roll are growing. There are several local schools offering parental choice.
 - **Question:** Have we turned away any students as a result of the PAN/class sizes?
 - **Response:** The Trust has delegated administration of the admissions process to the LA therefore the school doesn't handle enquiries or applications.

PH reiterated the message from page 1 of the report, thanking those who had contributed to the report and that whilst 2023 has been a great year for the school he looked forward to 2024 being even better.

7.	Reports from & Questions to follow up from governor visits
	<p>Please refer to the visit reports stored with the papers for this meeting.</p> <p>i. History - BB</p> <p>BB will follow up the actions when next meeting with the History leader.</p> <p>ii. Music & Music Concert - AP</p> <p>AP met for an initial meeting with the Music Lead and the range of music provision was explained. AP explained the range of 6 instruments pupils choose from in year 4 and was impressed as other schools don't provide this.</p> <p>PH explained that the initial investment was seen as important and the school services the instruments each summer for the next year group.</p> <p>AP talked about the software used to track student progress, the Composer of The Week program to expose pupils to a range of music styles and advised that around 20-25 students take additional private lessons in school.</p> <ul style="list-style-type: none"> ● Question: Do Parents pay for these private lessons and are Pupil Premium families supported? ● Response: (PH) Yes, but the cost is heavily subsidised and some of this is from the Pupil Premium budget. <p>AP attended the end of term music concert for year 4 and was impressed by how keen parents were to attend. It was also noted that the students were following musical notation in their performance.</p> <p>PH advised that on 31st January a number of students from the school choir will be taking part in Young Voices at the O2.</p> <p>iii. Christmas Concerts - PC</p> <p>Two concerts were held (morning and afternoon). PC found the concert very enjoyable.</p> <p>iv. Phonics & Lightning Squad - PC</p> <ul style="list-style-type: none"> ● Question: Is there a way to screen off the area? ● Response: PH advised that this was already under consideration and quotes had been obtained to install stud walling and doors. Dates are still being discussed. <p>v. Attendance - PC</p> <p>PC had discussed with Robin Hayes what more the governors could do to support attendance. PC will attend some of the weekly attendance meetings and the termly meetings with the EWO to see what support the school is receiving.</p> <p>vi. Craft Day - PC</p> <p>PC thought the day a success; the activities were very imaginative and the students showed quiet concentration.</p> <p>vii. Christmas Week - NW</p> <p>NW found the craft day thoroughly enjoyable, attending a variety of activities. The children were very well behaved and concentrating as they wanted to do their best.</p> <p>At the Christmas Lunch, governors and teachers served the children accompanied by music and singing. This event was lots of fun and NW wanted to express thanks to the kitchen staff for providing the lunches for both the junior and infant schools.</p>

	<p>viii. Infant Team Learning Walk - NW</p> <p>NW, PC and PH met with the Head and Chair of Governors of Fairisle Infant & Nursery School for a learning walk at the Fairisle Junior School as a means of forging links. Dates are being proposed for a similar meeting at the infants site with the aim of discussing how the schools/governing bodies can support each other as part of The Bridge Trust.</p>
8.	<p>Policies:</p> <p>i. Admissions 2025-2026</p> <p>PH advised that there were no differences to the 2024-2025 policy and had been looked at by the LA. The governing bodies were being asked to ratify as a trust.</p> <p>ii. Complaints Procedure & Flowchart (Bridge Trust): no changes apart from the rebranding to Bridge Trust</p> <p>iii. Governor's Expenses & Allowances: no changes</p> <p>iv. E-safety: no major changes but "Lock It, Block It, Show It, Tell It" has been swapped to "Internet Legends"</p> <p>v. Teachers' Pay Policy: PH advised that this had just been ratified by SCC. It was later than expected and due to the delay it had been previously agreed with NW that the uplift (which would be backdated anyway) was implemented in November 2023.</p> <p>● Decision: all policies were approved.</p>
9.	<p>Any other business (AOB)</p> <p>i. Girls Football Team: PH announced that the Girls Football Team had become Hampshire County Champions in addition to their win at the Southampton City Championships. They will now play in the South West Regional Championships (details to be confirmed but expected to be Saturday 16th March near Bristol).</p> <p>The Governors would like to send their congratulations to the team and all involved.</p> <p>ii. Cycle of Events: BB has emailed this out</p> <p>iii. Parent Governor Vacancies:</p> <ul style="list-style-type: none"> ● Action: PH to put out a letter to parents asking for nominations to 2 vacancies. <p>iv. Trim Trail: Will be installed from next Monday.</p> <p>v. Training: PH & PC will be attending training school data on 5/2/2024</p> <ul style="list-style-type: none"> ● Action: All Governors to send details of training (undertaken or in future) to RP for logging <p>vi. School Assessment Summary: PH advised that it had just been received. After the meeting a copy was placed on the Governor Drive for governors to read</p> <p>vii. Solar Panels:</p> <ul style="list-style-type: none"> ● Question: Bassett Green School have solar panels and it was asked if it was something that had been considered for this site.

	<ul style="list-style-type: none"> ● Response: PH advised that Oakwood School had done this but the financial benefits were minimal <p>viii. Hygiene Suggestion: To encourage hand washing, it was suggested switching to a cherry scented handwash.</p> <ul style="list-style-type: none"> ● Action: PC to write to Cussons to ask if it can be obtained in a format to be used in the school dispensers and obtain samples. <p>ix. Pupil Exclusion Training: RP advised that Kate Lewis, Governance & Leadership Adviser at Southampton City Council was looking for expressions of interest for training for governors on Pupil Exclusions with the aim of having a pool to be able to sit on panels and appeals.</p> <ul style="list-style-type: none"> ● Action: RP to respond positively with interest for the training from this governing body. <p>The meeting closed at 17:08.</p>
Date and time of next meeting: Tuesday 27th February 2024, 3.30pm	

	Action to be completed	Who	By when
Agenda item	ACTION POINTS FROM 9 January 2024		
6	The format of tables to be made consistent for future Year Group reports	PH	Next report
9	Send out a letter to parents inviting nominations for 2 Parent Governor vacancies.	PH	10/1/24
9	Details of training (already undertaken or in the future) to be sent to RP for logging	All	Next meeting
9	PC to investigate whether Cussons can supply Cherry scented liquid soap in format to be used in the school dispensers	PC	Next Meeting
9	RP to respond to the LA expressing interest in Pupil Exclusion training for Governors	RP	Next Meeting
Agenda item	ACTION POINTS FROM 24 NOVEMBER 2023		
12.	All governors to read the SEND Information report and raise questions.	All	Closed
Agenda item	ACTION POINTS FROM 19 SEPTEMBER 2023		
6	PH and NW will liaise on the formation of a formal pay committee, to have a written terms of reference and to be included in the Pay Policy.	PH & NW	End of school year
12	BS to complete reading of KCSIE 1 & 5, & signing as needed.	BS	cfwd
	ACTION POINTS FROM 2 May 2023		
2	BB to book a debrief meeting after governors have met with subject leads.	BB	cfwd

	BB has met one. NW still to do. PC still to do.		
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