

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

78/22

PRESENT

Mr C Jones (Chair)

Mr S Moore

Mrs C Coles

Mr H Wheeler

Mrs M Sims

Mrs C Delehanty

Mr M Dunn

Mr T Bamford

Clerk: Mrs J Abbott - by invitation

Mr Jones welcomed everyone to the meeting.

Mrs Sims term of office as a Parent Governor has now finished. As Mrs Sims brings many strengths to the Governing Body, **it was approved** to co-opt her onto the Governing Body.

There is one vacancy for a parent governor and two parents have applied. This has now gone to a ballot and the closing date is Friday 25 November at noon.

79/22

APOLOGIES

Mrs Graham sent her apologies. These were accepted.

80/22

DECLARATION OF BUSINESS/PERSONAL INTERESTS

If any Governor has not completed their Declaration of interest form through MS forms, please do so. Senior leadership, SBO and SBA should complete a form also through MS forms.

There were no Declaration/Personal Interests to declare.

81/22

MINUTES OF THE MEETING OF 26 SEPTEMBER 2022

The minutes of the meeting held on 26 September 2022, were approved as a true and accurate record of the meeting.

82/22

MATTERS ARISING FROM PREVIOUS MINUTES

63/22 27/22 11/22 Governor newsletter – this has been sent out and another one will be sent out after Easter.

63/22 – Eco garden –the eco garden has now taken on a different direction regarding where it will be situated. The area being focussed on is at the side of the school around the pergola/existing forest school area. This does not need planning permission and the landlord is ok with this. Derbyshire Wildlife Trust has been out and discussed the canopy which can be put up and taken down.

63/22 “wow” factor back to school – this was discussed at the committee meetings.

69/22 Contact details – these details are now all correct.

63/22 47/22 Governor page on Website – all Governors to submit a pen portrait and a photo to school to go on the website.

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

83/22 GDPR

The new SBO will need to be trained in GDPR.
GDPR Governor – Mrs Delehanty.

84/22 HEADTEACHER'S REPORT

A Governor mentioned that the report made interesting reading and was very comprehensive.

Mr Moore ran through his report in detail.

Safeguarding – Miss Davis is in the process of updating the Safeguarding & Child Protection policy.

Attendance – Mr Moore explained the attendance figure at 94.41% to date. This is mainly due to children who have been off for a week with chicken pox, hand, foot & mouth and other illnesses.

Q. A Governor asked if this trend was mirrored across other schools?

A. Yes. They have either had the illnesses or are just getting them.

Q. A Governor asked when are parents fined if they take holiday in term time.

A. After three days penalty notices can be issued.

Parents Evenings – these were well received by parents. A Governor mentioned that Parents Evening seemed really calm. It was also noted that having children around with there parents was also positive.

A Governor mentioned that it was not clear in the email to parents about Parents Evening regarding face to face, email or phone. This will be made clearer at the next Parents Evening.

Kitchen – this will be completed by Thursday and should be up and running next week. Millie and her team have done a great job.

Q. A Governor asked what would be an appropriate gesture.

A. It was suggested a voucher to go somewhere.

Swimming – The Head thanked Governors who had accompanied and supported swimming. Dates for next term will be emailed out.

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

SEN – Three GRIP applications have been made and are pending. We currently do not receive funding for these due to a backlog at DCC. There are three children in one class who need a high level of support. The Head thanked Mrs Sims for her support with applications.

Mr Moore also mentioned that the SEN department at DCC is well behind with applications.

Q. A Governor asked if they will back date support.

A. Yes.

ASPA – The Chair thanked ASPA for their continued support and for giving up their time to support the reception intake day. ASPA do a fantastic job.

.

85/22 MINUTES OF TEACHING & LEARNING MINUTES 7 NOVEMBER 2022

Mr Jones mentioned that comparative data was discussed which demonstrates that the school is working above the national average. The positive data is great news. Policies agreed –

- (i) Assessment & Recording
- (ii) Anti-Bullying
- (iii) Marking & Feedback
- (iv) Acceptable use of the internet

These minutes were approved.

86/22 MINUTES OF RESOURCES COMMITTEE – 14 NOVEMBER 2022

Mr Jones mentioned that the budget is looking healthy in Y2 but after the 5% increase in staffing costs looks a different picture. There maybe additional funding for schools from the DfE to cover these increases but nothing has been confirmed to date. With the 5% included the budget is still in the black in year 1 but breakeven in year 2.

Purchases

EYFS playground – tender obtained for the work to be completed. Total cost £53.9k (exc soft play surface – advised our tarmac is fine). Mr Moore has applied for JMF for the canopy which will give us £15k. Mr Hewitt, DCC, advised £35k from the PE budget and £5k for building maintenance and improvement. Next year Aston will join the IMP scheme.

Q. A Governor asked what is the time frame?

A. Depends whether there are planning implications.

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

Q. A Governor asked if the school was not successful with the JMF bid, would school still go ahead with the project.

A. Yes. This outdoor space would be an asset for the future.

Mr Hewitt's budget report will be out in January. **This scheme was approved in principle.**

Website – the website should be complete ready for this Friday. The school will need to make sure that the draft website is ok before it goes live.

These minutes were approved

87/22 BUDGET MONITORING 2022/2023

Reported in Resources Committee above.

88/22 CHAIR'S CORRESPONDENCE

Mr Jones reported that he had received correspondence regarding trees and has written back. Mrs Shacklock is arranging an up-to-date tree survey as this is now due.

89/22 THREE YEAR STRATIGIC PLAN

Two steps to the three-year plan (i) review last years plan and (ii) feed information into new plan from Performance Management meeting and succession planning. This plan should be out before Christmas.

Q. A Governor asked how this differs from the SIP

A. With the SIP, objectives are set by the school. The strategic plan looks further forward than just one year. It is for Governors to step back and look ahead to the future.

90/22 MENTAL HEALTH AND WELL BEING GOVERNOR

Mrs Sims was interested in becoming the Mental Health and Well-Being Governor. As it was unsure what the role entailed, more information will be sought. Mr Jones will contact Governor Support.

91/22 GOVERNOR TRAINING/SAFEGUARDING TRAINING

No training has taken place since the last meeting.

Safeguarding training is required. Mr Moore will arrange this for January.

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

A Governor mentioned that if school has training on an INSET day to let Governors know as they might be able to attend.

92/22 POLICIES

- (i) Appraising Teacher Performance
- (ii) Child Protection & Safeguarding
- (iii) Complaints
- (iv) SEN&D
- (v) Competency procedures
- (vi) Accessibility Plan
- (vii) Misuse of substance
- (viii) H&S

All the above policies were agreed with amendments. Governors will email Mr Moore the amendments to the documents.

Collective Worship policy will be on the next agenda in February.

93/22 WHAT HAVE WE ACHIEVED TONIGHT THAT WILL MAKE A DIFFERENCE TO THE CHILDREN?

- a) EYFS playground
- b) Eco Garden
- c) French
- d) Training
- e) Website

94/22 CONFIDENTIAL ITEMS

95/22 DATES OF NEXT MEETING

- T&L – Monday 30 January 2023 at 5pm
- Resources – Monday 6 February at 5pm
- Full Governors – Tuesday 28 February at 5pm

The meeting closed at 6.55pm.

ACTIONS

Description	Person responsible	Date for completion
Co-opted Governor – Mrs Sims to be reported to Governor Support	Julie Abbott	November 2022

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM

Email swimming dates for next term	Sam Moore	December 2022
Email Policy changes to Sam Moore	All Governors	December 2022
3 year strategic plan	Chris Jones	December 2022
More info re Mental Health & Well Being Governor	Chris Jones to contact Governor Support	December 2022
Safeguarding training to be arranged	Sam Moore	December/January 2023
Pen portraits and photos for website	All Governors	December 2022

ASTON ON TRENT PRIMARY SCHOOL
MINUTES OF FULL GOVERNORS MEETING ON MONDAY 21 NOVEMBER 2022 AT 5 PM