

**THE GOVERNING BODY OF HOPTON PRIMARY SCHOOL**

Minutes of the meeting of the Governing Body held at 7.15pm at school on Tuesday 29 March 2022.

**PRESENT**

Mrs T Grooby (Chair), Mr A M Blakeley, Mr R MacDonald, Ms E Howell, Ms N Daly, Ms I Parveen, Mr M Pelan, Mrs K Bates, Mrs H Edwards, Mrs B Hornby, Mrs S Render

**In Attendance**

Judy Clavin (Minute Clerk)

**73 APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Mr C Bull and Mrs L Stubbs with consent.

There were no declarations of interest.

**74 NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS**

No items were notified for discussion under Any Other Business.

**75 MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2022**

RESOLVED: That the minutes of the meeting held on 8 February 2022 be approved and agreed by the Governing Body, subject to an amendment to Minute 49:

To read: Barbara Hornby, Co-opted (not staff)

**76 MATTERS ARISING**

There were no matters arising.

**77 HEAD TEACHER'S REPORT / SCHOOL DEVELOPMENT REPORT AND GOVERNORS' QUESTIONS**

The Head Teacher spoke to his report which was circulated prior to the meeting and highlighted the following items:

The School Improvement Plan (SIP) was available on Google Drive.

**Wellbeing/Mental Health**

Issues continued to be non-stop for Mrs Bates and Miss Henderson; a lot of staff and children were off with Covid, and it was not always possible to get supply staff.

Buildings

Magnilocks were now installed on the doors and if the DFC money is obtained Governors noted that it would be good to purchase more of these.

Broadband problems were still an issue and the Virgin Media engineer attended but could not get it to work. It was possibly due to modem problems and the connection dropping off and the engineer needed to see if this was consistent.

Staffing

A lot of training has taken place for support staff and on the Little Wandle scheme.

Attendance

Absence had increased over the last few weeks and was now recorded differently if due to Covid, so records needed to be accurate. School was now achieving 94% attendance and there would be a review of pupils achieving less than 90%.

Interventions

Tests would start after Easter and the results reviewed on completion.

Policies

These are stored on Google drive and Governors confirmed that they had read Them.

KLP Report

There were no surprises from the report although it had taken a while to get receive it.

Safeguarding

The safeguarding report was available on Google drive and Governors confirmed that they had read it and agreed to the content. There was reference made as to how good the report was.

All the reports were on Google drive and the Governors confirmed they had read them.

No further questions were raised from the Head Teacher's Report.

78 FINANCIAL MANAGEMENT AND MONITORING

Everyone was thanked for their input to the Finance meeting. The budget initially looked to be slightly better than last year. However, the increase in fuel costs was concerning and would quickly have an impact. Fundraising would still be important.

RESOLVED: That the Budget 2022-2023 be unanimously agreed by the Governing Body.

79 LEADERSHIP

**Q: A Governor asked how the structure was working?**

A: The Head Teacher confirmed it was working well and explained the structure and how the roles worked in school.

The SLT consisted of the Head Teacher, Mrs Bates, Miss Henderson and Mrs Etheridge and the MLT consisted of Mr Asbery and Miss Johnson.

## 80 SAFEGUARDING

The report from Miss Henderson had been added to Google drive and Governors confirmed they had read it.

There would be a sample of children reviewed to look at their situations and ensure that all circumstances were known to help fully support them.

A Lock Down 2 exercise - Angry Dog - had taken place but did not go as well as it could have done. The Foundation class however had done this very well. Lockdown 1 had worked well so more preparation is needed to make sure this Improves.

**Q: A Governor asked if this exercise had not been successful shouldn't there be another one carried out soon?**

A: The Head Teacher explained that the system needed to be refined first and also locks added on the doors, then it can be repeated.

**Q: A Governor asked if the Teachers were happy with this?**

A: The Head Teacher confirmed that there needed to be reminders for the learning points.

**Q: A Governor asked whether staff were concerned that a child might lock themselves in if locks were going on the inside of doors?**

A: The Head Teacher confirmed that the locks would be placed higher up and the children would not be in a classroom alone.

## 81 SEND

The report from Katrina was available on Google Drive and the Governors confirmed they had read this.

Mrs Bates confirmed that some free courses were available and 6 support staff were attending the sensory training.

**Q: A Governor asked if there would ever be a point where SEN children could not be supported and need a specialist school?**

A: Mrs Bates confirmed that School would try everything possible before that point but School could say if they could not support a child's needs. Specialist agencies would be approached in the first instance and there would be a referral to a panel. The outcome could be a specialist placement or further support from agencies.

## 82 WELLBEING

The report was on Google Drive and the Governors confirmed they had read it.

Governors were informed that Miss Henderson had secured a Government grant to support mental health in School.

Mrs Bates had visited Northorpe Hall to promote mental health.

Mental Health First Aiders: a teacher would be allocated a child to check in on. One member of staff had already done this and it could help reduce the wait time for referrals.

### 83 CURRICULUM

The Head Teacher asked if there were any questions about the curriculum and explained that there wasn't any reason to use the White Rose power points as School was already further ahead with progress made.

#### Maths

Foundation does not use set schemes and devise their own scheme. Again, the White Rose system had been discussed but it would not work for the school at the moment as it would mean the children going in backwards steps.

### 84 REPORTS FROM COMMITTEES

It was reported that the meetings were going well and held every 2 weeks. Deep dives into different subjects take place and the progression is good. School was doing well, however, there needed to be consideration given to where results were pre Covid and where they are now. The School is still aiming for 90-95% and is this expected for 3 areas; 85-90% would still be a good result.

#### **Q: A Governor asked what was good?**

A: The Head Teacher confirmed that Foundation, KS2 SATS and Year 1 phonics were all performing well; the information is recorded on the Excel File.

The Budget had been the focus of the Finance Committee meeting.

#### Curriculum

#### **Q: A Governor asked if the curriculum needed re writing?**

A: The Head Teacher confirmed this would be looked at after the KS2 SATS were Completed. A white paper had put further emphasis on Maths, English and Reading

#### **Q: A Governor asked whether there was a way to join with another school and share resources?**

A: The Head Teacher confirmed that other schools could be contacted to discuss this idea.

#### **Q: A Governor asked if parents could purchase further lessons if they wanted to?**

A: The Head Teacher said that he would want all children to have access to whatever can be offered. School would push all of the children to achieve their full potential.

85 MONITOR THE SCHOOL IMPROVEMENT PLAN (Minute 61 refers)

This item was covered in the Head Teacher's report and monitoring was ongoing.

86 POLICIES FOR REVIEW BY FULL GOVERNING BODY

A total of 11 policies were reviewed by the Governing Body and were approved.

RESOLVED: That governors unanimously approved the reviewed policies.

87 GOVERNOR TRAINING AND GOVERNOR VISITS

Governor Visits

Mrs Hornby had completed a Zones of Regulation Walk and said it had been a privilege to talk to the children.

The website checklist had been sent to the Head Teacher.

Mrs Stubbs completed a SEND walk and spoke to the children about what support they have in class. This was a positive report and it was stated that it was nice to see the children and hear their comments.

Ms Parveen had completed a Health and safety Visit and had reviewed the points from December.

The Health and Safety Policy had been updated along with the list of First Aiders and Fire Marshalls.

It was identified that KPI's were needed as accidents were not recorded to provide data about what school was working on for the coming year. It was also suggested that as a starting point the Accident Policy should detail the information recorded as minor/medium/major.

**Q: A Governor asked who would maintain the system and input everything onto the database?**

A: All Governors to suggest ideas and discuss by email. These can then be discussed at the next meeting.

88 FEEDBACK FROM PARENTS' EVENING (Minute 68 refers)

Homework

This had mixed reviews from both parents' evenings. Comments covered all areas from too little /too much/ too hard/ too easy.

Spelling Shed

This competition had good results. This was working well between the children and they were responding well to it; this was an area parents were happy with.

Bullying

One parent had stated that there was an issue that was still ongoing. When asked if this had been raised with school they confirmed it had not so they were referred to the

policies for this process.

The wall was used for many things including first aid and behaviour but generally staff were happy with the results for this area.

### Communication

Mixed reviews had been received on this topic. Emails had been sent to duplicate members and devices. Feedback had been that although there was a lot of communication sent, parents would rather receive it so they did not miss anything.

Teachers communicating with parents: there seemed to be a lot of variation on a time to stop responding. There should be a consistent approach to this so that parents know timescales for expecting responses.

### Class Dojo

Positive responses had been received on this but again consistency was needed to keep responses to parents professional with no emojis or kisses used. Using a first name should be fine and again a cut off time for responses should be established for consistency.

### Breakfast Club/ After School Club

Parents asked for more spaces as some siblings cannot attend due to lack of places. The room would be measured for space/capacity and prospective income against prospective cost would be assessed.

The responses overall had been positive for both schooling and curriculum

## 89 MARTIN PELAN TO PROPOSE PARENT CURRICULUM ENGAGEMENT

Mr Pelan said that some parents were not aware what was available in school and to promote the good work it may be beneficial to hold an open evening. Subjects such as phonics could be demonstrated. Mr Pelan asked if this is something that school would be interested in? There was a positive response from Governors and they agreed it could be useful.

Some suggestions were:

- It needs to be clear what is on offer.
- Invitations needs to be sent out in advance.
- The evening should clearly explain how things are done in school.

Mr Pelan would progress the idea further.

## 90 ANY OTHER BUSINESS

There was no other business to discuss.

91 DATES OF NEXT MEETINGS

RESOLVED: That the next meetings of the Governing Body be held at 7.15 pm at the school on:

Tuesday 10 May 2022

Tuesday 5 July 2022

92 AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers should be excluded from the copy made available at school in accordance with the Freedom of information Act.