

MINUTES OF THE GOVERNING BODY MEETING HELD ON TUESDAY 3RD OCTOBER 2023;  
COMMENCING AT 5.30 P.M. AT WHITESTONE INFANT SCHOOL, MAGYAR CRESCENT, NUNEATON,  
WARWICKSHIRE.

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Present : Mrs. N. Green, Mr. C. Atkins, Mr. M. Hartopp, Mr. P. Johnson, Mr. D. Robinson,  
Mr. P. Stokes, Mr. S. Shaw, Mrs. R. Warwick, Mrs. E. Johnson and Miss. K. Ford.

In Attendance : Miss. J. Ivers (observer and Deputy Head), Mrs. L. Knox (Schools Business  
Manager) and Miss. G. Matt (Clerk).

In The Chair – Mr. C. Atkins.

The GB watched a video from Solar for Schools, an organisation for schools that provides solar panels for school roofs. Funding options are Asset Management, Fund Raising and Project Management. The money is raised from external investors with no financial outlay from schools. Solar for Schools works with three installer companies that undertake solar panel installation and annual maintenance.

There are savings against the electricity rates. Schools buy in electricity at a cheaper rate; this would certainly save Whitestone money in the future, based on what the present electricity company is charging. There are one hundred and fifty schools in the scheme which commenced in 2016.

The offer to Whitestone is electricity at 24.84p kilo watt, includes everything for the life time of the panel. There is a cost for extra visits. The panels have a life span of twenty five years. The whole process takes between six and nine months. Within the next two years Whitestone is due for expansion with the building of extra classrooms.

The LA (landlord) must agree to this project of solar panel installation. Solar for Schools already deals with LA, Property Service, as other schools in Warwickshire that have signed up for its solar panel installation.

**ACTION.** The governors held a focused discussion, it was agreed that Mr. Johnson talks to the LA who have the final decision regarding the go ahead of this project. The working party of Mrs. Green, Mrs. Knox, Mr. Johnson and Mr. Stokes still continues to explore the installation of solar panels.

This presentation from Solar for Schools will be placed on GovernorHub.

1. Welcome and Apologies.

The Chair, Mr. Atkins welcomed everyone to the meeting.

Apologies were received and accepted from Dr. S. Hill and Mrs. M. Burdett.

Mrs. Chadaway, co-opted governor has resigned. Nominations for a replacement co-opted governor are now in progress.

**ACTION** The Clerk to inform the LA that Mrs. Chadaway has resigned as a co-opted governor.

2. Declaration of Interest.

Mr. Atkins declared an interest in items relating to Chetwynd Junior School and Etone College.

Mr. Johnson declared an interest in items relating to the Stockingford Academy, Nursery Hill Primary School and Trustee of Nuneaton Foodbank.

Mrs. Johnson declared an interest in items relating to the Central England Academy Trust.

On GovernorHub, Governors are to declare that their Declarations of Interest are correct and sign that they have read the document "Keeping Children Safe in Education".

### 3. Election of Chair and Vice-Chair.

In the Chair – The Clerk.

Chair – Mr. Robinson. Proposed by Mr. Atkins, seconded by Mr. Johnson and agreed by the Governors. There being no further nominations, Mr. Robinson was elected to serve as Chair for the 2023/2024 academic year.

In the Chair – Mr. Robinson.

Vice-Chair – Mrs. Warwick. Proposed by Mr. Hartopp, seconded by Mr. Atkins. There being no further nominations, Mrs. Warwick was elected to service as Vice-Chair for the 2023/2024 academic year.

### 4. Review and Agree Committee Structure.

(a) Head Teacher's Performance Review Committee. This committee now comprises of Mr. Hartopp, Mr. Shaw, Mr. Robinson, Mrs. Warwick and Mr. Davies (external Advisor).

(b) Pay Committee. This committee now comprises of Mrs. Green, Mr. Shaw, Mr. Hartopp, Mr. Johnson and Mr. Robinson.

### 5. Agree Calendar meeting dates.

The Governors agreed the 2023/2024 calendar meeting dates. See Item No. 13.

Governors agreed their role as Link Subject governor. These are placed on GovernorHub. Governors undertake to meet up with their Link Subject teacher on several occasions throughout the academic year to monitor progress and discuss issues.

### 6. Minutes and Matters Arising.

Minutes of the meeting held on Tuesday 16<sup>th</sup> May 2023 were read, agreed and signed by the chair.

ACTION The Clerk to inform the LA of the changes in the Staff governor. Action completed.

**ACTION Governors agreed to a working party comprising of Mrs. Green, Mr. Johnson, Mrs. Knox and Mr. Stokes to explore the installation of solar panels. Action continuing.**

ACTION After a discussion, Mrs. Chadaway offered to meet with Mrs. Green regarding communications with parents via the "WhatsApp". Action completed.

ACTION The Clerk to inform the LA of Mr. Hartopp's continued term of office as a Co-opted governor. Action completed.

ACTION Mrs. Green to investigate the technology required to hold hybrid meeting and report back.  
Action completed.

#### 7. Safeguarding Briefing.

Mrs. Green reported that the Annual Safeguarding Audit had been undertaken.

Attendance of SEN pupils missing school is important. The reason could be that pupils have anxiety about coming into school.

All Safeguarding issues are logged on CPOMS.

There will be an online Safety training session Friday 27<sup>th</sup> October 2023 in school.

The Child Safeguarding Practice review remains outstanding.

**ACTION Governors are to receive a talk from the Whitestone Wellbeing staff team during this academic year.**

So far this year the Pupil Premium pupil attendance has increased.

All staff have received “On-line Safety” training. Safeguarding continues to be the highest priority at Whitestone, training and practice is always on top. Culture and Vigilance plays an import role within school.

Mrs. Green is the Designated Safeguard Lead Person at Whitestone.

**Governors enquired where there any Safeguarding cultural issues.** Mrs. Green replied yes, we look at the records on CPOMS and this information can be forwarded on to the next school that a pupil from Whitestone attends.

Parents can have a say in any Safeguarding issues (however trivial) that they may have, whilst remaining anonymous. This also applies to governors who on a school visit talk to pupil and consider that the conversation is “uncomfortable”.

#### 8. Headteacher’s Report.

Mrs. Green presented her verbal report.

Autumn term 2023 there are 269 pupils on roll. The LA Admissions are still slow in filling vacant places in school and there is no waiting list.

Reception pupils have settled in well. Ofsted remarked on this.

During the Summer holidays 2023 the electrical work in the kitchen was undertaken. EYFS classrooms have been fully decorated.

There is an architects meeting on Monday 9<sup>th</sup> October 2023 with Mrs. Green regarding the proposed classroom extensions to Whitestone.

The rollers shutters will all be replaced in October 2023 half term. The new photocopier has been installed.

Interviews will be held on 5<sup>th</sup> October 2023 for a part-time TA to support a pupil with EHCP. Only two applicants applied.

There are 7 EHCP cases and 3 EHCP cases in progress. There are 3 Early Help cases and 3 Children In Need.

There are no exclusions, PREVENT, homophobic, racism, bullying incidents (I monitored) or physical restraints have taken place.

Ofsted. Draft report has been received today and we have until this Friday to answer back. Ofsted spoke about many things that are not in the report. Mrs. Green is not getting any feedback from the staff who received no feedback from the Ofsted Inspectors. Mrs. Green and Miss. Ivers are re-writing the SEF, to keep Whitestone moving forward.

Miss. Ford stated that the whole staff felt deflated regarding the lack of feedback from Ofsted and that it had been a very stressful time and experience for all staff. Ofsted spoke to ten parents at the school gates.

**Governors held a focused discussion.** Mrs. Green stated that there would be an Ofsted Inspection feedback meeting.

Mr. Atkins on behalf of the GB presented a gift and card to the staff as a thank you for all their hard work and commitment given during the Ofsted Inspection.

**Governors thanked Mrs. Green for her verbal report.**

#### 9. Agreed Policy List.

2023/2024 Policy List was agreed. The policies are on Governor Hub.

#### 10. Governor Training/Visits.

This year Whitestone has not paid into the WES Governor Training Programme. We are now using the Gateway Alliance Governor Training Programme. Two governors would sign up to attend the on-line live course which is recorded and can be viewed by other governors later on.

**Mr. Atkins stated that he had attended the GA training on “Strategic Roll of Governor”, but as an established governor that he had not found it inspiring, but new governors would. The quality of training was far superior to WES. Mr. Stokes stated that the course was aimed at new governors.**

Mrs. Green and Mr. Johnson will be attending “Improve Attendance” course on 7<sup>th</sup> December 2023.

**Mrs. Johnson and Mr. Johnson had attended “Marketing Your School” course. This is now on GovernorHub.**

**The governors thanked Mr. Atkins for his services and professional leadership given to Whitestone in the role of Chair over many years. He had now stepped down as Chair, but would still remain on the governing body.**

#### 11. Correspondence.

The Clerk has emailed the Governors Information from the L.A.

12. Any Other Business.

There was no any other business.

13. Dates of next meetings.

Pay Committee – Tuesday 28<sup>th</sup> November 2023; from 5.30 p.m. until 6.30 p.m.

FRSC – Tuesday 5<sup>th</sup> December 2023; from 5.30 p.m. until 6.30 p.m.

Performance & Standards – Tuesday 23<sup>rd</sup> January 2024; from 5.30 p.m. until 6.30 p.m.

Governing Body – Tuesday 20<sup>th</sup> February 2024; from 5.30 p.m. until 7.30 p.m.

FRSC – Tuesday 19<sup>th</sup> March 2024; from 5.30 p.m. until 6.30 p.m.

Governing Body – Tuesday 14<sup>th</sup> May 2024; from 5.30 p.m. until 7.30 p.m.

Performance & Standards – Tuesday 2<sup>nd</sup> July 2024; from 5.30 pm. until 6.30 p.m.

Pay Committee – Thursday 4<sup>th</sup> July 2024; from 5.30 p.m. until 6.30 p.m.

FRSC – Tuesday 9<sup>th</sup> July 2024; from 5.30 p.m. until 6.30 p.m.

There being no further business the meeting closed at 7.20 p.m.

Date ..... Signed .....

(Chair)