

MINUTES OF THE GOVERNING BODY MEETING HELD ON TUESDAY 27TH SEPTEMBER 2022;
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,
Mrs. P. Jones, Mr. P. Stokes, Mrs. F. Chadaway, Mrs. M. Burdett, Dr. S. Hill and
Mrs. K. Turner.

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.

1. Welcome and Apologies.

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

Apologies were received and accepted from Mr. Shaw and Mrs. Warwick.

2. Declaration of Interest.

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

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

Governors completed the declaration of interest forms that are kept in a folder in the school office.

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. Atkins. Proposed by Mr. Johnson, seconded by Mr. Hartopp and agreed by the
Governors. There being no further nominations, Mr. Atkins was elected to serve as Chair for the
2022/2023 academic year.

In the Chair – Mr. Atkins.

Vice-Chair – Mr. Shaw. (Although absent had previously agreed to continue in this role).
Mr. Robinson. Proposed by Mr. Atkins, seconded by Mr. Johnson.

At this point Mr. Robinson left the room at 5.35 p.m.

A vote was taken and Mr. Robinson was elected as to serve as Vice-Chair for the 2022/2023
academic year.

At this point Mr. Robinson entered the meeting at 5.40 p.m.

4. Review and Agree Committee Structure.

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

(b) Pay Committee. This committee now comprises of Mr. Shaw (Chair), Mr. Hartopp, Mr. Atkins, Mr. Johnson and Mrs. Chadaway.

Mr. Robinson was stepping down from this committee, being unable to attend the meeting dates due to work commitments for this academic year.

Mr. Johnson agreed to attend the budget setting meeting on Wednesday 1st March 2023; at 9.30 a.m.

Governors undertake to meet up with their Link Subject teacher on several occasions throughout the academic year to monitor progress and discuss issues.

5. Agree Calendar meeting dates.

The Governors agreed the 2022/2023 calendar meeting dates. See Item No. 13.

Mr. Atkins stated the importance of governors attending meetings; continual absence would not give Ofsted a positive impression of the school.

6. Minutes and Matters Arising.

Minutes of the meeting held on Tuesday 17th May 2022 were read, agreed and signed by the chair.

ACTION Attendance and Pay Policy to be an agenda item at P&S meeting on Tuesday 8th November 2022. Action outstanding.

ACTION Mrs. Green agreed to put the School Development Planning Process on Governor Hub so that the governors could read in their own time. Action completed.

The governors agreed to take the agenda in the following order.

8. Headteacher's Report.

Mrs. Green presented her report which had been previously circulated. Copy with original minutes.

There are issues with the admissions system at the LA. This will lead to Whitestone facing financial problems on census day, 6th October 2022; regarding the three vacant places in school not being filled by this date. Whitestone would receive the money for these three pupils next year.

At this point Mrs. Chadaway entered at 6.00 p.m.

The Year 2 boys' toilets have been reconfigured, removing the urinals to gain an 'accessible' toilet for use by a Year 1 pupil who has Cerebral Palsy.

All the new staff and pupils that commenced this term have now settled into Whitestone extremely well.

The two pupils with EHCPs have transferred to Whitestone. The school is being supported by Oakwood School specialist staff. Whitestone staff would receive training to support these two pupils who ordinarily would have been allocated special school places.

Whitestone staff have met with Chetwynd staff regarding "Curriculum Progression". The aim of the meetings has been to ensure a smooth progression of knowledge and skills in each curriculum area from KS1 to KS2.

Whitestone has many successful working partnerships.

The Gateway Alliance is now called "The Gateway Alliance Education Services Limited". The change has come about due to its success and it is now expanding outside of the Warwickshire area. The move from a non-for profit schools company to a limited company means there will be changes in Whitestone's involvement. Mrs Green remains a director of the Warwickshire Gateway Alliance, whilst there are funds linked to Gateway Alliance's work until the end of August 2022. The money for Warwickshire schools is ring fenced for their support requirements. Warwickshire schools will continue to access reduced cost of free training until the funds are exhausted.

Morning and after school clubs have commenced; but due to low numbers the morning club has stopped. This is unfortunate, as it was primarily aimed at Pupil Premium pupils to get them to arrive in school prior to 8.45 a.m.; from which there was no take up.

Governors were concerned about this and asked that staff observe if any pupils were not having breakfast before coming to school, especially the present economic climate.

A governor stated that it was difficult to access and book online regarding using the vouchers. Governors suggested that Mr. Shaw, Pupil Premium governor could monitor this.

ACTION Governors suggested that Mr. Shaw, Pupil Premium governor monitors the situation of the online difficulties of access booking to use the vouchers.

Attendance continues to be monitored. Pupil Premium pupils with poor attendance are monitored daily. Where days are missed, parents receive text messages regarding the importance of good attendance and informed of the days lost from school.

Mr. Johnson (Safeguarding governor) has met with Mrs. Green to discuss Safeguarding issues.

There are no Child Protection and Child In Need cases. Three Early Help cases are in progress and one Looked After Pupil (LAC) now known as child in care (CIC)

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

To support staff wellbeing and mental health, Mrs. Green has commenced her Senior Mental Health leader training course.

On Governor Hub are the Provisional Data Statement, issued by the LA and O-track Benchmark document.

Mrs. Green informed the LA that she considered Whitestone is a categorized 1 school, not in need of any support. On Thursday 29th September 2022, Mrs. Green will meet the Mr. Davies, our External School Adviser regarding the school's progress.

Governors considered the need to look at the SEF in depth away from the school environment. Especially to consider any questions that Ofsted could ask governors at an Ofsted Inspection. Mrs. Green agreed to email governor with dates.

ACTION Mrs. Green to email governors with dates to look at the SEF in depth in preparation for Ofsted.

Governors enquired regarding staff absences.

Mrs. Green replied that Mrs. Hewitt has returned to the school office following a period of absence.

The Caretaker will return at the end of November, following an operation. To cover, Mrs. Jones is now the key holder and additional cleaners have been brought in. Mrs. Jones will be onsite during October half term holiday to give access to any contractors.

At this point Mrs. Burdett left the meeting at 6.35 p.m.

Governors thanked Mrs. Green for her report.

7. Safeguarding Briefing.

On Tuesday 20th September 2022, the LA presented an online “Safeguarding” session, which several governors joined in. We still await the relating documents from the LA. The contents were good.

Whitestone’s trained Safeguarding governors are Mr. Atkins and Mr. Johnson. All governors have the overall responsibility to ensure that Safeguarding is administered throughout the school.

Governors participated in a Safeguarding Quiz (updated 2022) and Mrs. Green discussed and guided governors through the correct answers

9. Agreed Policy List.

2022/2023 Policy List was agreed. The policies are on Governor Hub.

10. Governor Training/Visits.

Mrs. Green has emailed all governors the links for the future online training sessions.

On Monday 31st October 2022 there will be a whole day training session on “Trauma Awareness” in school. Governors are invited to attend.

All staff would receive “Use of force and restraint” training via Team Teach.

Mr. Atkins as Chair continues regular meetings with Mrs. Green.

Mr. Johnson has been into school regarding Safeguarding and participated in the School Council elections.

Mrs. Turner has completed her governor induction training.

11. Correspondence.

(a) The Clerk has emailed the Governors Information from the L.A.

(b) Mrs. Jones stated that she is now the chair of “The Friends of Whitestone” and that last year they raised £10,000 for the school.

The governors thanked the FOW for their continue support in fund raising. This money helps to purchase items and equipment outside of the school’s budget.

13. Any Other Business.

There was no any other business.

14. Dates of next meetings.

Governing Body – Tuesday 27th September 2022; from 5.30 p.m. until 7.30 p.m.

Performance and Standards – Tuesday 8th November 2022; from 5.30 p.m. until 6.30 p.m.

Pay Committee – Tuesday 29th November 2022; from 5.30 p.m. until 6.30 p.m.

FRSC – Tuesday 6th December 2022; from 5.30 p.m. until 6.30 p.m.

Performance and Standards – Tuesday 17th January 2023; from 5.30 p.m. until 6.30 p.m.

Governor Day – Tuesday 7th February 2023 – All Day.

Governing Body – Tuesday 28th February 2023; from 5.30 p.m. until 7.30 p.m.

FRSC – Tuesday 28th March 2023; from 5.30 p.m. until 6.30 p.m.

Governing Body – Tuesday 16th May 2023; from 5.30 p.m. until 7.30 p.m.

Performance and Standards – Tuesday 27th June 2023; from 5.30 p.m. until 6.30 p.m.

Pay Committee – Tuesday 4th July 2023; from 5.30 p.m. until 6.30 p.m.

FRSC – Tuesday 11th July 2023; from 5.30 p.m. until 6.30 p.m.

There being no further business the meeting closed at 7.25p.m.

Date Signed

(Chair)