

MINUTES OF THE GOVERNING BODY MEETING HELD ON TUESDAY 17TH MAY 2022; AT 5.30 P.M. AT WHITESTONE INFANT SCHOOL, MAGYAR CRESCENT, NUNEATON, WARWICKSHIRE.

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Present : Mrs. N. Green, Mr. S. Shaw, Mr. M. Hartopp, Mr. P. Johnson, Mr. D. Robinson,
Mrs. K. Turner, Mrs. R. Warwick, Mrs. P. Jones and Mr. P. Stokes

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

In The Chair – Mr. S. Shaw (Vice-Chair).

1. Welcome and Apologies.

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

Apologies were received and accepted from Mr. C. Atkins, Mrs. F. Chadaway, Mrs. M. Burdett, Mr. P. Stokes and Dr. S. Hill.

2. Minutes and Matters Arising.

Minutes of the previous meeting held on Tuesday 1st March 2022 were read, agreed and signed by the chair.

ACTION There is still a vacancy for a co-opted governor. Action completed.

ACTION Governors agreed that Mrs. Kilburn attends the next full GB meeting and gives a SENCO presentation. Action completed.

ACTION The governors agreed to raise the GB profile regarding “Engaging with Parents”. Action completed.

ACTION After a discussion, the governors agreed the Computing Curriculum Policy and Appendices Policy that are both to be signed and dated by the chair. Action completed.

3. Declaration of Interest.

Mr. Johnson declared an interest in items relating to the Stockingford Academy, Nursery Hill Primary School and LA Schools Forum.

4. SEND Presentation – Mrs. Kilburn.

Mrs. Kilburn, SEND Leader gave the governors a SEND presentation.

There are 267 pupils on roll, 34 (13%) of which are on the SEND Register, 21 boys and 13 girls. Autism spectrum 6%. The social mental health has increased due to Covid.

Governors asked is this increasing and what percentage are Premium Pupils?

Mrs. Kilburn replied yes, 13 (38%) of pupils has more than one need. There is interaction with outside agencies; meetings are now held face to face, following Covid. There are 16 (47%) Summer born pupils. We look at intervention impact 1:1.

In both KS1 and KS2, all pupils are making progress. Staff have a deeper understanding of specific areas of SEND. Staff attend the LA SEND training courses, which allows early SEND diagnosis to be supported.

We have highlighted the relationships with parents by holding a drop in termly session, where parents can talk to Mrs. Kilburn regarding their concerns. This has created a friendlier communication environment and would continue in the future

Governors enquired with SEND issues had Mrs. Kilburn got support outside of school regarding time and resources.

Mrs. Kilburn replied that she had a manageable situation, but more resources would be welcomed.

At this point Mrs. Warwick entered the meeting at 5.50 p.m.

For the next academic year, there is one EHCP pupil in Year 1 and two EHCP pupils will be joining Reception in September 2022.

There is a long list of Referrals at the LA, due to staff and budget cuts.

Mrs. Kilburn was thanked for her presentation who then left the meeting at 5.55 p.m.

5. Headteacher's Report.

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

Reception is full for September 2022.

Pupils enjoy playing on the new Whitestone castle in playground and it is already having a positive impact on activity levels. A play equipment inspection has been undertaken.

Miss. Ford has been appointed the new Reception teacher, from September 2022. Mrs. Finn, who retires at the end of this term, will come back on supply for one day a week to cover SENCo leadership time.

There are two TAs that individually support two EHCP pupils on a 1:1 basis for which funding has been received. This funding does not meet the needs for these pupils and the shortfall is met from within the school budget having an impact on school finance. Both these EHCP pupils would need 1:1 lunchtime support provision. The EHCP finance area from the IDS continues to decrease, due to lack of money in the system.

Whitestone continues to work with Chetwynd regarding the curriculum and transition.

Mr. Stokes has agreed to undertake the role of Mental Health Governor.

There have been no exclusions, PREVENT, homophobic or bullying incidents.

There has been one case of Racism. The case logged and the parents informed. They were satisfied the way school dealt with it.

Operation Encompass. This is when the Police inform the school the day after a domestic abuse incident has taken place at home. The actual details remain unknown to the school. Teachers monitor the pupil and give “silent” support if needed. No feedback to Social Services or MASH team is required.

Governors stated that the impact on a pupil’s domestic life could be repeated in school.

CPOMS all observations regarding pupils safeguarding issues observed by staff are logged on to this system.

6. Annual Update on Safeguarding/Child Protection.

Mrs. Green and Mr. Johnson, Safeguarding Governor had met regarding the Annual Safeguarding Audit, April 2021 – March 2022, which had been previously circulated. Copy with original minutes.

To improve Whitestone’s Safeguarding pupils are to have greater awareness of self-harming. Mrs. Green had asked the LA for guidance and applied to MHST and is awaiting response.

We would be increasing TA First Aiders in school.

Staff training on Trauma would be held on Monday 31st October 2022. Team Teach Staff training (use of force & restraint) on Monday 9th January 2023.

Governors to receive “In-house” Safeguarding/Child Protection training in March 2023, dated to be confirmed.

ACTION Attendance Pay Policy to be an agenda item at P&S meeting on Tuesday 28th June 2022.

7. Looked After Child Monitoring Session.

Warwickshire Virtual School Monitoring Visit document had been previously circulated. Copy with original minutes.

CLA Monitoring Visit, there is low demand at Whitestone and the outcome was positive.

Trauma was highlighted. CLA (Children Looked After) receives a financial package, which Whitestone uses to support the pupil based on individual needs. EHCP pupils also receive a financial package and individual support. Every CLA pupil is different.

8. Pupil Premium Review.

School Improvement Adviser Report Visit Pupil Premium Review dated 28th March 2022, had been previously circulated. Copy with original minutes.

This one-day visit aimed to provide leaders with an objective, external evaluation of pupil premium provision. Mrs. Green and Mr. Johnson (who stood in for Mr. Shaw, PP Governor who was unable to attend) met Mr. Sutton, School Improvement Advisor. The Inspector observed a normal daily routine at Whitestone.

Many new ideas were gained. Not one approach fits all pupils.

Whitestone Pupil Premium impact of Spending Report would be circulated in governors in May 2022.

Mrs. Green talked governors through a new way of presenting information on the impact of pupil premium spending. Intervention. School Lead Tutoring. Lots of money spent on “RWI” phonics and 1:1 tuition. Whitestone has 14% PP pupils that is low.

Mr. Johnson stated that he found the meeting very informative and was impressed with the range of “RWI” being undertaken.

Mrs. Green would provide evidence of how the Pupil Premium budget is spent. This is a statutory requirement and would be on the school’s website.

Governors enquired do non-Premium Pupils receive intervention to move them forward.

9. Curriculum Review.

Whitestone Infant Curriculum Review Report dated 6th April 2022 had been previously circulated. Copy with original minutes.

The Curriculum Review was held on Wednesday 6th April 2022. Mrs. Green, Mr. Atkins, Mr. Johnson met with Mr. Davies, Advisor. It was like a mini Ofsted Review. The day was really thorough with positive feedback being given to all stakeholders.

TA appraisals to recommence following individual well-being meetings. All staff are used to their best potential for pupil’s education development. The work evidence books are kept up to date. Visual subject displays are regularly changed. Whitestone has a welcoming environment and we have an ‘outstanding’ quality of education for an Ofsted Inspection according to Mr Davies.

10. Review attendance records and set Attendance targets.

Summary 2021/2022 Attendance dated 30th April 2022 had been previously circulated. Copy with original minutes.

Attendance 2021/22 Targets 96.75% (3.25% Absence) Whole School. 96.00% (4.00% Absence) FSM.

Mrs. Green stated that attendance is closely monitored. When a pupil is absent for two days, a text will be sent to the parents informing them of the cumulative days of absence and the impact of absence.

Governors enquired regarding the attendance targets for 2022/2023.

Mrs. Green replied that she would look at setting the 2022/2023 at the end of this term. National average attendance before Covid was 94%. Pupils absent with Covid are no longer included in absence figures as a separate category.

11. The Planning Process.

Mrs. Green gave a presentation regarding the school improvement planning process to governors.

School Improvement is endless, a journey and not a destination. There must be clear vision. A broad and balanced curriculum. The right culture in school. A happy staff and community. A sense of urgency. Covid, changes in working ways and staff adaptation. Focus on priorities. School evaluation. Data. Staff performance and management.

Learning and improvement plan with staff meetings. Clarity of roles, responsibilities and consistency throughout the school. Staff communication, training and weekly meetings. Adapt to new ways of working.

School leadership including Governance and evaluation.

Mrs. Green agreed to put the Planning Process Presentation on Governor Hub so that the governors could read in their own time.

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

12. Governor Training/Visits.

Mrs. Burdett had met with Mrs. St. Denis regarding Maths.

13. Correspondence.

The Clerk has emailed the Governors Information from the LA.

14. Meeting Dates 2022/2023.

Copy of meeting dates for 2022/2023 was circulated. Copy with original minutes. The governors agreed the 2022/2023 meeting dates that are to be placed on Governor Hub.

ACTION Governors agreed the 2022/2023 meeting dates that are to be placed on Governor Hub.

15. Any Other Business.

Governor Day is Monday 20th June 2022. All governors are welcome to attend.

16. Dates of next meetings.

P&S – Tuesday 28th June 2022; from 5.30 p.m. until 6.30 p.m.

Pay Committee – Tuesday 5th July 2022; from 5.30 p.m. until 6.30 p.m.

FRS – Tuesday 12th July 2022; from 5.30 p.m. until 6.30 p.m.

There being no further business the meeting closed at 7.45 p.m.

Date Signed

(Chair)