



FGB Meeting - St Mark's Primary School
Thursday, 10th October 2023 @ 4.00pm-6.00pm
Location: St Mark's Primary School

The minutes were agreed as a true record.

Signed:

Date:

Present: Paul Knight (PK) (Chair), Rebecca Martin (RM) (Headteacher), Victoria Brierley (VB), Carol Richards (CR), Judith Bird (JB) and

Apologies: Holly Corsar (HC), Lizabeth Fielder (LF)

In attendance: Jane Ramsden (Clerk)

Item		Action	Responsible	Date
1.0	WELCOME & APOLOGIES Everyone was welcomed to the meeting.			
2.0	DECLARATION OF BUSINESS INTERESTS No business interests declared at the meeting.			
3.0	MINUTES, ACTIONS AND MATTERS ARISING			
3.1	The minutes of the meeting dated 29th June 2023 were agreed as a true record and signed.			
3.2	3.2 Follow up on governor vacancies – <i>a new co-opted governor is in the process of being appointed; a recent advertisement for parent governor received no applications.</i> Governors to decide on community engagement actions (ideas include promoting pupil successes, wider use of social media, connection with the Herston Village Hall rebuilding programme) – <i>pupils have been involved in sharing ideas for the village hall consultation; there is an active social media presence; the school hosted an open day recently. School promotion/community engagement continues.</i>	Continue to promote governor vacancies Closed	Chair/Head Clerk	
3.3	8.0 Complete any outstanding Parago training – <i>new training for 23-24 has been assigned and governors should complete promptly.</i> Review Behaviour Policy – on agenda	Complete assigned Parago training Closed	Governors	Autumn 2

"I am the light of the world. Whoever follows me will not walk in darkness, but will have the light of life." John 8:12

Love Trust Respect Inspire

Item		Action	Responsible	Date
	6.0 Update governors on reading for enjoyment recommendations – on agenda 6.0 Share non-core overviews with governors – Headteacher to email	Closed	Head	
4.0	RECEIVE SCHOOL STATUS REPORT (circulated prior to the meeting)			
4.1	Governors asked about attendance/persistent absentees? The Head said that some of these include pupils who have moved to new housing out of school catchment, yet they are still currently on the school roll. There is a timescale when pupils can be removed from roll (PK will find out the timescale). Attendance letters have been issued to some families where pupils attendance has been below expected attendance – these outline the issues of non-attendance and what support is available. Most of these pupils have some level of social care involvement and generally families take holiday during term time. The Head said that she would prefer honesty from families. Attendance letters have changed this year and are CLP templates (the Dorset Local Authority letter templates now use a more 'supportive' language). The Head told governors that staff usually phone parents to talk through with them and use appropriate discretion. Safe and well checks carried out to cover safeguarding obligations.	Share timescale for removing pupil from roll when moved from area	PK	Autumn2
4.2	Governors asked if there had been any further enquires following the recent open day. No, there hasn't but it was a really positive experience.			
4.3	A Governor asked if all in school are clear on the visions and values. These are covered in whole school activities but will discuss further at staff meetings. The Christian Distinctiveness governor met with the Head and said that the light and reflection link is clear.			
4.4	SATs – 10 of the CLP schools had similar results. School progress measures are better than attainment and some pupils will be removed from the data. The current Year 6 cohort are much stronger. It was asked if there are any case studies to show value added. There are, some have huge needs but you can see their progress.			
4.5	A Governor asked about <u>behaviour</u> . The Head and Deputy Head told governors that vapes have become a huge issue and many have been confiscated from children. There are a group of older students that wait outside the school who are having a huge influence on younger pupils. The Police visited last week to talk to pupils. There are some last year's Year 6 pupils who have greater influence on current Year 5. When asking pupils why they have them...."because it tastes nice" and one said it calmed him down and he's addicted to it. Wider behaviour in school is good – there are three/four pupils with high needs and this can be time consuming but most are happy and polite. How does high need behaviour impact other pupils? If			

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4.6	it's a stronger teacher then usually its not an issue for other children and also pupils are understanding and supportive of each other. There are systems in place when things go wrong for individual pupils and ultimately if there is a safety risk then parents will be called. The Head said it would be good for staff to visit other schools to see the difference in day to day pupil management. <u>Data</u> – Early Years 64% (national 68%) with stunning progress. Phonics 94% (PP 100%). KS1 (moderated) 33% combined. With phonics so successful in school, why is writing on the School Improvement Plan (SDB)? Phonics is taught so well and pupils can decode words to read/spell and therefore pass phonics but they don't always have the writing ability. Reading expectations (Year 2) are much more challenging, eg inference, and pupils can't be age related unless they hit all the elements. Following the Challenge Partner feedback/recommendations, staff are developing 'where can reading take you in the world'; they have split the school progression map; highlight the teaching skill for guided reading; the love of reading with toast – pupils choose a book and it is just read to them (rather than discussion points); displays on classroom doors. The progression documents have been in place for two years and needed embedding but it's also evolving.			
4.7	Governors asked how the new SENCO is settling in. The <u>new SENCO</u> is working well; is good value and happy to come into school more frequently as needed.			
5.0	REVIEW OF SPECIFIC POLICIES (circulated prior to the meeting) Governors approved the following policies. <u>Behaviour Policy</u> – The 'Good to be Green' approach works in school and it links to 'love, trust, respect, inspire'. There have been some changes to the pupil forms. <u>Public Sector Equality Duty Policy</u> (including school objectives) – change BAME to 'people from ethnic minority backgrounds' <u>Safeguarding and Child Protection Policy</u> <u>Attendance Policy</u>			
6.0	RECEIVE 23-24 SCHOOL IMPROVEMENT PLAN (circulated prior to the meeting) Priority 1: To further develop the principles of effective practice across the curriculum with a particular focus on mixed age teaching. Priority 2: To raise attainment in writing across the school with a focus on Key Stage One. Priority 3: To strengthen Christian Distinctiveness across the school, relaunching the new school vision.			

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	The Head said that progress will be updated/colour coded and shared/discussed with staff regularly. Governors feel that this will be clear and helpful. Updates are also included in the status report to governors which is a working document across the academic year. Is performance management linked to the SIP? No not specifically. P3 link governor visited recently and told governors that the Year 6 pupils are working on a mural and said it would be nice if they could receive certificates of achievement.			
7.0	AGREE GOVERNOR LINK ROLES FOR 2023-2024 Safeguarding, Pay Committee and Headteacher Appraisal – Paul Knight Health & Safety and Pupil Premium – Holly Corsar SEND – Judith Bird Christian Distinctiveness and Pay Committee – Carol Richards SIAMS – Lizbeth Fielder Curriculum - Vicky Brierley JB to contact/meet with the new SENCO HC visiting re H&S audit LF and CR visit for learning walk re SIAMS	Check availability for Pay Committee Governors to arrange date/time to visit school	PK / CR All governors	Autumn 1 Autumn 2
8.0	RECEIVE PUPIL PREMIUM STRATEGY (circulated prior to the meeting) The Head reported that 43% of children in school are in receipt of Pupil Premium (PP) funding which equates to £108K (including tutoring grant/recovery premium). Of the ten geographically closest schools the average % of PP children is 10% so St Mark's has significantly higher numbers. Most of the funding is for Nurture and Interventions staffing but also breakfast club, book trust packs (21 given out last year), part time walk and talk for some pupils, funded music lessons for some pupils. Governors asked if the number could be higher than 43%. There could be more entitled to claim, the school always put the message out to families saying that there are funds available which help the school help the children. There is no stigma in school to take help and support. There are occasions when a pupil joins the school where their family has been put in emergency housing – this can take a lot of admin time just meeting their basic needs.			

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9.0	RECEIVE SPORTS FUNDING STRATEGY (circulated prior to the meeting) The Head told staff that the school is aiming for the Platinum Mark. This includes a focus on pupils with SEND and 'dare to believe'. The Sports Lead is breaking down the groups as to who attended. Only a small group of schools have the platinum mark.			
10.0	AOB - Staff member returning from maternity leave wishes to reduce to a four day week. Another teacher will cover the fifth day and result in a cost saving as a more junior staff member. - There is a scheme/programme where people from India can work in care homes. This has resulted in a few families joining St Mark's which has been a lovely new addition to the school. Currently the school has approx. 17% of pupils from ethnic minorities. - The Friends of St Mark's continue to support the school tremendously and are always doing something to raise funds – they have even printed t-shirts for their members. There will, of course, be a Christmas disco and fair (TBC).			
	MEETING DATES FOR 2023-24 LGB Meetings (16:00 start) Thursday, 28 September 2023 Thursday, 30 November 2023 Thursday, 01 February 2024 Thursday, 14 March 2024 Thursday, 23 May 2024 Thursday, 04 July 2024 Chair's Networks Thursday, 21 September 2023 @ 18:00 Wednesday, 17 January 2024 @ 18:00 Tuesday, 7 May 2024 @ 18:00 Tuesday, 2 July 2024 @ 18:00 All Governor Conference (V) Wednesday, 27 September 2023 @ 18:00 Monday, 04 March 2024 @ 18:00 Governors may be invited to INSET days if relevant			