

Minutes of the Governors' Meeting held via Zoom on Thursday 19th October 2023 at 5.30 p.m.

Present: Mrs E Cooper (Chair), Mrs R Burt, Mr J Arrowsmith, Mrs N Anderson, Mr M Birks, Mrs J Cook, Mrs H Lali, Cllr S Wells, Mrs A Hayes

In attendance: Miss J Davenport (Headteacher), Mrs R Curtis (Clerk)

No	Agenda item	By date	By whom
1	Apologies None		
2	Declaration of Interests None declared		
3	Membership of the Governing Body Mrs Annabel Hayes attended the meeting after expressing an interest to join the Governing Body. As a retired teacher, Governors felt she has good knowledge of the school and experience to take the position of co-opted Governor. Mrs Cooper proposed that Mrs Hayes was co-opted to the Governing Body and this was seconded by Mrs Cook and unanimously agreed.		
4	Approval of the Minutes of the meeting held on 21st September 2023 Mrs Cooper proposed the acceptance of the minutes of the meeting held on 21 st September. This proposal was seconded by Mr Birks, and carried unanimously by those present at the meeting. There were no matters arising to discuss from the minutes.		
5	Policy Review – Teaching and Learning / Marking and Feedback Both Policies were proposed for acceptance by Mrs Cooper and seconded by Mr Birks and unanimously agreed.		
6	Headteacher's report The following items were discussed from the report; <ul style="list-style-type: none"> ○ Mrs Cooper asked – Is there anything that we as Governors can do to support the school regarding attendance, such as being firmer with our literature in attendance? The Head teacher said that she had found some suggested text message wording which can be sent out to parents and to put the child's absence in days rather as a percentage as this can mean more. As previously discussed, Governors all agreed that the amount of the fine is not enough of a financial deterrent for parents when compared to the cost of a holiday taken in term time. Mr Arrowsmith asked if teachers could list all the work which has been missed by a child while they are on holiday to show the parents, this was thought to be a lot of work for teachers to do and not sure if it would make any difference. 		

7	<p>Half Termly Focus – Curriculum</p> <p>SIDP – the four priorities of the plan were reviewed -</p> <ul style="list-style-type: none"> . To continue to develop the curriculum and teaching strategies to ensure that the children know more and remember more, providing a firm basis for the Key Stage 2 curriculum. · Ensure children attend well and have a love of learning with the ability to challenge themselves · To develop pupil leadership throughout the school · To develop monitoring at all levels to ensure that the school is held to account for the highest expectations <p>SEF – Governors reviewed the self evaluation form and were happy with the contents.</p> <p>Pupil Premium – The strategy statement was reviewed and there were no questions.</p> <p>Mrs Cook asked how the new Forest School teaching was going. The Headteacher said that feedback was really good and it is working well and there is a rota for all classes to participate.</p> <p>PE and Sports Premium – The evaluation document was reviewed and there were no questions.</p>		
8	<p>Governor Monitoring, Development and Training</p> <ul style="list-style-type: none"> ○ Mrs Cooper has attended SIDP training. ○ Mr Birks has completed a review of the website. ○ Mrs Cook has a SEND course booked for February. <p>A reminder that at least 3 Governors need to complete finance training.</p>		
9	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • Wednesday 13th December, 5.30pm – focus on finance and annual buildings inspection 		

The meeting closed at 7 pm