



Gresham Village School and Nursery

FULL GOVERNING BODY MEETING

Monday 18th March 2024 at 1800

MINUTES

Present

Gillian Sampson – Joint Chair	GS	Sarah Rankin - Clerk
Rosabelle Batt – Joint Chair	RB	
Marc Goodliffe – Head	MG	
Alice Vargo – Vice Chair	AV	
Tony Bolderston	TB	
Stephen Balmer-Walters	SBW	
Lauren Taylor- Brown	LTB	
Georgy Clifton-Brown	GCB	

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
Governors were welcomed to the meeting. New parent governor LTB was welcomed and introductions were made. There were apologies from SN. There were no declarations.	

2. MINUTES FROM THE MEETING OF 29th JANUARY- ACCURACY

	ACTIONS
The minutes were approved for accuracy.	

3. MATTERS ARISING FROM THE MINUTES

	ACTIONS
<i>Capture of PP numbers:</i> MG advised that there are currently 19 PP pupils, and that he is confident that all possible pupils have been captured. It was agreed however that MG will circulate a further note to parents. It was confirmed that the deadline for funding is October.	
<i>Timetabling – Forest school and PE:</i> MG described a very full curriculum which presents a challenge for timetabling Forest School and PE. It was	

acknowledged that Forest School is particularly important for parents, and it is part of the GVSN mental health offer. MG advised that Forest School will now be separate to PE and carried out in 3-week blocks in the summer and autumn terms. It was noted that in the summer term assembly will move to the morning, which will allow more time in the afternoon for Forest School. It was confirmed that children will have 2 hours of sport every week. Governors were pleased with this arrangement and that parents had been listened to.	
<i>Discussion with Astley Primary School:</i> MG advised that he has joined a peer review group through VNET with 3 other primaries: South Wooton Junior, St Williams Primary and Woodton Primary. A very positive training day has taken place, and Heads are meeting to discuss personal development at GVSN tomorrow.	

4. MATTERS ARISING FROM THE MONITORING DAY (4TH MARCH)

	ACTIONS
To share the feedback of 4 th March: GS reported on a very successful monitoring day. Governors met with a range of children who were engaged and happy. Excellent classroom visits and an engaging curriculum observed. Positive feedback from staff. Pathways to Write making an impact and liked by staff.	
<u>Quality of catering and lunchtime and dining hall supervision:</u> Lunchtime was monitored, and the food was disappointing. It was noted that the cook has only been in post for just over a week. GS added that she ate at school again the next day and that the food was much better. It was agreed that an eye needs to be kept on the catering. MG advised that the contract is up for renewal and its being dealt with by the Trust. Governors acknowledged the pressure at lunchtime to get all the children through, oversee allergies and keep everywhere clean. Governors were concerned that some children may not be eating much lunch. This is being monitored.	
<u>Renewal of car park lease:</u> GCB will discuss with contact. MG is keen to extend the car park if possible.	
<u>Suggestions to manage morning parking limitation:</u> KS2 children can now be dropped off at the gate. Fewer parents have been noted in the yard. MG is monitoring this.	
<u>Parent Mail:</u> MG was asked to put GS, TB and SR on Parent Mail.	MG
<u>Meeting with Steven Smith, Chair of Parish Council:</u> a positive meeting was held. 20 mph signs are now up in the village. Efforts by the school to reduce congestion were discussed. Steven will be invited to the LGB annually.	

5. COMPLAINTS AND COMPLIMENTS

	ACTIONS
Complaint received from a parent with a child with anaphylaxis.	

MG reported that the opportunity has been taken to review training and procedures. The parent has been keen to work with the school. Training has been valuable and well-attended and has reaffirmed staff knowledge of anaphylaxis. **Governors agreed that this training should be carried out annually.**

6. HEADTEACHER'S REPORT

	ACTIONS
<p>The Headteacher's report was circulated in advance of the meeting. The format follows the Ofsted headings. The following was discussed:</p> <p>Current priorities include:</p> <ul style="list-style-type: none"> • School buildings. MG felt GVSN is not presenting itself well. Funding issues exist. MG advised a 'make do and mend' day is going to be held to encourage parents to join in and donate their skills. • Work on our sense of belonging and community • Social media – need to increase our presence to communicate the school's strengths and identity. Governors felt that comments on posts should be disabled to allow for a 'virtual noticeboard'. 	
<p>Attendance: MG reported that illness has been rife this term. MG is keeping an eye on attendance.</p>	
<p>Pupil attainment:</p> <p>Year 6 Data:</p> <p>Reading: envisage attaining 80% of pupils at expected grade this year. Writing: 60% at expected grade – a significant improvement. Target to improve this over next year and beyond.</p> <p>Mrs Nahajski will be monitoring in classrooms shortly.</p> <p>Year 4 Data: collection happening this week and next. Issues with change of teacher. It was noted that there is a high level of special need in Year 4.</p>	
<p>Finance update: MG is receiving monthly reports. Budget review taking place next week.</p>	
<p>EYFS: physical environment needs looking at, both inside and out. Mrs Motts-Burden is back full time after Easter.</p>	

7. REVIEW OF SCHOOL AIMS, SCARF VALUES AND PRINCIPLES

	ACTIONS
<p>The proposed Vision Principles and Values statements were circulated in advance of the meeting.</p> <p><i>Vision:</i> This was agreed. It was noted however that the Trust is going to change its vision in due course, so this it is likely that GVSN's will need to be adjusted.</p> <p><i>Principles:</i> these were reviewed and suggested amendments made.</p> <p><i>Values:</i> MG explained that these were created following the SCARF PHSE curriculum values (safety, care, achievement, resilience and friendship).</p>	

These have been worked on by the children and the school council.	
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8. STAFF SURVEY FEEDBACK

	ACTIONS
Defer to next meeting.	

9. GOVERNOR FUNDRAISING REPORT AND PTA LINK

	ACTIONS
GCB advised that Claire from the PTA has not been in touch yet. GCB will make contact and report back at the next LGB meeting.	

10. PREMISES REPORT

	ACTIONS
<p>TB ran through the summary of the School Building Development Plan with Governors. It was confirmed that the windows and the reconfiguration of the children's toilets will take place this year.</p> <p>The Sheringham Shoal grant application was discussed, where £15K grants are being awarded for solar panel projects. MG advised that the Trust has some money for solar panel projects, but MG is having discussions with the Estates department as to whether GVSN's funds could be diverted elsewhere, for example to repair the window frames. Governors were enthusiastic about the Sheringham Shoal project and thanked TB for putting the proposal together. Governors thought it would be an exciting project for the children to witness and will bring with it a wealth of learning opportunities. TB to submit proposal.</p> <p>It was agreed that a working party should be set up in the summer term to think laterally and get ideas together regarding the remaining building priorities. It was suggested that the working party consist of MG, TB, Rob Wooton (Estates), Stephen (Architect parent) and Phil Glass (parent rep).</p>	TB

11. EXTERNAL SCHOOL COMMUNICATION

	ACTIONS
Covered above.	

12. GOVERNANCE

	ACTIONS
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<p>Pupil premium: SBW circulated his report in advance of the meeting. It was reported that the focus group worked really well and was a great way of getting feedback directly from KS1 and KS2, as detailed in the report. The positive impact of the PP strategy was evident.</p>	
<p>SEND: SBW circulated his report in advance of the meeting. Discussions with the SENDCo centered upon the needs of current children on the SEND record, and the number of children waiting for assessment. Governors acknowledged that if more children join the SEND register once assessed, further capacity will be required in the SEND team. It was noted that KN's time has increased to 2 days a week since Christmas. Governors asked about KN's workload and the ability for her to carry out her role in the timeframe. SBW advised she doing the best she can in the 2 days, but is under pressure. Staff have received significant training in the area and are able to help with assessment in the classroom.</p> <p>MG flagged the importance of a nurture area in the new premises plan. Governors expressed disappointment that there is no support from the Trust regarding Educational Psychologists. AV and SBW will write to the CEO.</p>	AV/SBW
<p>Safeguarding: AV reported the following:</p> <ul style="list-style-type: none"> • One call to CADS, with intervention provided by the family support team. • Trust DSL group has been formed. It is hoped it this will provide valuable peer support. • Becky Dunnett has carried out mental health first aider training. • Tiered system in place is proving effective. • CPOMS was looked at. All concerns are logged and picked up by the DSLs. Governors asked MG whether he is happy that all staff are using CPOMS effectively. MG advised that he is currently reviewing how CPOMS is being used. 	
<p>Health and safety: Deferred to next meeting</p>	
<p>Parent Survey: method and logistics discussed. MG advised that the Chrome Books are not currently working. The additional admin time of processing hard copy returns was acknowledged. It was agreed that MG will circulate the form, and this will be chased up at parents evening.</p> <p>Governor attendance: Monday – TB and RB Tuesday – AV and GS</p>	
<p>Report on parent café 31.1.24: no governor in attendance</p>	
<p>Report on maths café 6/3/24: GS attended. Nine parents present. Session well received. MG talked about general issues in the school and showed the tools used to teach maths. Parents were advised that there is a White Rose maths book available to buy (£5, free to PP families) which supports maths at home. Governors discussed how to get more parents to attend these events by perhaps varying the time to allow more parents to attend, or video conferencing where the session could be recorded and the link circulated more widely.</p>	
<p>Training update: Trust training days:</p>	

17 th April: Handling academy complaints 9 th May: Exclusions training	
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13. PREPARATION FOR THE TRUST VISION DAY AT PENSTHORPE

	ACTIONS
GS and MG reported on an inspiring and useful vision day put on by the Trust at Pensthorpe, attended by representatives from across the Trust. A very positive day with a good speaker.	

14. TRUST POLICIES FOR INFORMATION

	ACTIONS
The following policies were noted for information only: <ul style="list-style-type: none"> • Code of conduct for staff • Procedures for dealing with allegations of abuse against teachers and other staff and volunteers • Whistleblowing policy and procedures 	

15. CORRESPONDENCE WITH THE TRUST

	ACTIONS
None	

16. A.O.B.

	ACTIONS
None.	

With no further business the meeting closed 20:20

Date of next meeting: Monday 20th May 2024 at 0900