



Minutes of the meeting of the Governing Body
Wednesday, 27 November 2024 at 6.30pm at school

Constitution, Membership and Attendance

LOCAL AUTHORITY – 1	PARENTS – 2	CO-OPTED – 9	STAFF – 2
Jonathan Hurn	Nicole Dodsworth	Yusra Ahmad	Dermot Bracken
	Rebecca Mathews	Ryan Buckingham (Chair)	Sam Jeffrey
		Lucinda Holmes (Vice-Chair)	
		John-Paul Gentry	
		Adam Hammond	
Bold = absent		Issy Monckton	
		Alex Willoughby	
		Charles Wolford	
		Vacancy	

Also attended:

Helen Cox, Clerk to the Governors

1.0	Apologies – Yusra Ahmad, Issy Monckton, Charles Wolford and Andrea Fryer (Associate Member)	Action
2.0	Declarations of interest – none.	
3.0	Minutes of the last meeting held on 16 October 2024 - approved by all present.	
4.0	Matters arising 4.0 Governor pen profiles/bio for the website - ongoing. 6.0 Dermot to share SDP with governors – ongoing. 7.1 Governors would like to seek assurances from Colwyn that the process suggested to the SLT and the timeframe is the most expedient and efficient possible – closed. <i>How have the Governors actions impacted on outcomes for pupils.</i> Rebecca attended the Winter Fair as a Parent Governor and reported it was very good.	

5.0	Governance Matters. The Governing Body Checklist was updated at the meeting in October and agreed at this meeting.	
6.0	Headteacher's verbal report Contextual data <u>Roll</u> There are 409 children on roll out of 420 places (216 girls and 193 boys). The school tours for prospective parents and carers are full and additional tours have been put in place. The office team engage with prospective parents and the Local Authority about in-year admissions and for the next Reception intake. <u>Pupils by SEN Stage</u> Ten pupils have an Education, Health and Care Plan and eleven pupils on SEN support. Sam gave some context to these figures. There are high levels of need of children in the Reception cohort, there are children who will need to go through the needs assessments process before they progress to the EHCP level. The Reception classes are currently imbalanced. The level of need will have a financial impact on the school. <i>Question – are those children within the above figures?</i> Not presently, we are looking at five children in Reception having a possible EHCP. <i>Question – is it usual that the two figures are similar for EHCP and SEN support and is that a high figure?</i> Sam and Dermot explained nationally it is higher, the ratio is often 1:3 for EHCP and SEN support in schools. Putting a child on SEN support is subjective according to the school. There is no direct funding for children on SEN support and different schools have different thresholds. <u>Multi Lingual Learners</u> 72% of pupils are on the MLL register. <u>Pupil Premium Grant</u> 26 pupils are on this register. <u>Attendance</u> Whole school attendance is at 97% to date. SEN children in receipt of EHCP = 91% (Dermot contextualised this). SEN support = 98% PPG register = 93% Persistent absenteeism (90% or below) currently at 8%, the average nationally is 15%. <u>Safeguarding</u> Dermot gave information about children at school with either a Child Protection Plan or on a Child in Need. The school uses CPoms software for logging concerns and the expectations are that the staff are fully confident in using the software. We are moving towards teachers logging behaviour concerns via CPOMS. <i>Question – do you log low level concerns via CPOMS?</i> These are brought directly to the Headteacher.	

	<i>Question – when do teachers log behaviours of the children?</i> It could be on-going disruptive behaviour, acts of physical aggression and those which fall beyond range of typical classroom expectations. <u>Curriculum development</u> All subject leads have been confirmed, some staff are new to subject leadership. Thanks to JP, Curriculum Lead, for managing this. <i>Question – which subjects have not been allocated?</i> Geography. <u>School's Self Evaluation Form</u> Dermot explained the school is currently self-evaluating in the following areas: Quality of education - good Behaviour and attitudes – strong good Personal development – strong good Leadership and management - good <i>Question – when is that submitted?</i> It has been shared with the School Improvement Partner and will be shared with governors. Action: Dermot to send the School Evaluation Form alongside the School Development Plan. JP explained as we have new teachers and three Early Careers Teachers we have created some bespoke training for our staff with the Local Authority. <u>IT project</u> The concerns raised by the governors have been passed to Colwyn and have now been escalated. <u>Wrap around care</u> This is a school development plan priority – the current provider for after school care for Year 2 onwards has been informed of the school's intention to change the providers. The new proposed provider is waiting for Ofsted registration. <u>Other information</u> Val Cameron retired earlier in the month and we celebrated her long-standing contribution to Marshgate and teaching during assembly time. The PSA Winter Fair was a great success on Saturday. Thanks to Andrew Keesing, Helen Lancaster and all their volunteers. Christmas events are being planned and organised at school. JP explained about the three nativities by Reception, Year 1 and Year 2 as well as the two KS2 Carol Concerts at Holy Trinity. The Christmas lunch and end of term party will take place in December. The Year 3 and 4 Choir are performing for parents and carers on 17 December. The children in Year 4 delighted their parents and carers with a performance showcasing what they had learnt through the Wider Opportunities scheme with the Richmond Music Trust. This is where all children are given the opportunity to learn a woodwind instrument. All governors are invited to attend Christmas events, please see the dates on the calendar on the Marshgate website. We have a prospective new governor, Mr Herschel Pant, who will be joining the board in the New Year.	Dermot
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	Dermot and the governors present expressed their thanks to Helen for remaining as Clerk. An advert is on-going for her replacement.	
7.0	School Development Plan As noted above this will be circulated to governors.	
8.0	Ofsted exercise in groups The governors present took part in reviewing questions / issues that may arise with an Ofsted inspection.	
9.0	Reports from Committees	
9.1	Resourcing Committee – meeting held on 5 November - feedback from Dermot Bracken <u>Key updates from meeting</u> - Budget model Q2. 2024.2025 discussed. - The Delegated authorities were approved by the Resourcing Committee as follows: The Resourcing Committee can approve all items of specifically allocated budgeted expenditure b. The Resourcing Committee can approve all non-budgeted expenditure up to an amount of £7,500 c. The Resourcing Committee can approve the reallocation of non-allocated budgets and surpluses of prior years' up to an amount of £10,000 d. The Resourcing Committee can delegate the following authorities to the Headteacher: The Headteacher may approve all amounts of specifically allocated budget expenditure. The Headteacher may approve all incidental expenditure up to an amount of £2,500 provided that this can be met from current reserves. Minuted item: The FGB retrospectively approved these via Google form. - Staff wellbeing – practices and consideration in place for staff workload. JP shared with the committee the aspects of school against the DfE Well-Being Charter and our organisational commitments to well-being. A document has been linked to commitments that have been prioritised and committed to continue - After school club provision will start after the new year (subject to Ofsted registration). - The IT upgrade is ongoing. - Staffing matters discussed.	
9.2	Curriculum and Progress Committee - meeting held on 8 November from Jonny Hurn - Maths curriculum presentation – this was a comprehensive presentation from JP to the Committee. He talked about the intent for pupils to recall the knowledge, be deep thinkers and be inspired by maths, how to link maths with other subject areas. See minutes for details. - The committee were presented with two case studies of two pupils on the PPG register. It was clear about the support and interventions the children receive.	

9.3	Children, Families and Community Committee – meeting held on 14 November 2024 feedback from Nicole Dodsworth • Presentation to the Committee from the PSA Co-Chairs, Andrew Keesing and Helen Lancaster. The PSA provide a lot of financial support for the school. In particular they ring-fence funds for parents who are experiencing financial hardship. The ethos of the PSA is to organise community events for the school. • Meryl Gray, a parent at the school who organises the nearly new uniform sales, attended the meeting to talk about the nearly new uniform. The Committee discussed the DfE advice about ensuring uniform is affordable and modernising some aspects of the uniform. Dermot will be discussing this with Class Reps.	
10.0	Governor Training – assessment and feedback from courses attended. Jonny and Rebecca both attended the Making sense of the EIF and preparing for inspection on 7 November – they agreed this was a useful course. Jonny attended School Complaints – The Governor’s Role on 23 October Jonny attended School Financial management (Governors) on 14 October.	
11.0	Any other business All governors welcome to attend the Christmas activities at school.	

The meeting ended at 8.25pm

Signed by the Chair _____ Date _____

Printed name Ryan Buckingham

Summary of Actions – 27 November 2024

	Details	Action
4.0	4.0 Governor pen profiles/bio for the website. Governors who have not written this to send to Helen – ongoing.	Governors
4.0	6.0 Dermot to share SDP with governors – ongoing.	Dermot
6.0	Dermot to send the School Evaluation Form alongside the School Development Plan to governors.	Dermot