

Semley CE VA Primary School
Full Governing Body (FGB) Meeting
Thursday 18th May 2023
5pm
Semley School

Present: Briony Brickell **Chair** (BB)
 Chloe Cardozo (CC)
 Abi Carlyle-Clarke (**HT**) (AC-C)
 Sue Dawson (SD)
 Harriet Egerton (HE)
 Sam Heavingham (SHv)
 Rev Kate McFarlane (KM)
 Molly Swann (MS)
 Shonagh Symington (SS)
 James Watson (JW)

Clerk: Tessa Chalwin, Antony Pinsent

1.	Welcome and prayer
	The Chair extended a warm welcome to all and Rev Kate opened the meeting with a bible quotation linked to the School Vision, discussion and a prayer.
2.	Apologies and Declaration of Interests (for specific FGB item(s))
	Apologies were received from Tessa Chalwin and Antony Pinsent.
3.	Agreement of Minutes of the last FGB on 23rd March 2023
	<ul style="list-style-type: none"> Governors received the minutes in advance of the meeting. The minutes were agreed by all present.
4.	Matters Arising/Review of actions from last FGB
	<ul style="list-style-type: none"> Action outstanding – Signed Confirmation that Governors had read the KCSIE 22 Update. Action: HT/TM HT to share with new Parent Governor the School Safeguarding information. Action: HT Action outstanding - BB and ACC to meet to discuss the best approach to Governor Monitoring. Action: BB ACC and BB completed the Annual Safeguarding Audit this year once the report has been returned from the LA, the action points will be documented. Action: ACC/BB Q. Has a date been set for the Premises Decoration Day? A. No, not yet as there is work going ahead in the summer holidays it was thought this would be best to postpone until September.
5.	Headteacher's Report
	<ul style="list-style-type: none"> The HT Report had been circulated prior to the meeting and the following discussion and questions were raised: Q. VG has reduced her hours for how long? A. It is anticipated this will be for a few years, not short term. The staffing structure for September has yet to be finalised as awaiting the recruitment for SHv replacement. Q. Can we share the proposed new SENCO role with any of the Cluster Schools? A. Yes, it was through Hindon School that we were put in touch with the lady that is going to be acting as SENCO therefore we are able to pool resources. She is qualified SENCO and will as well as work with the children, train and support staff with supporting children with SEN. It is felt that she will be a real strength for the school and moving forward to develop our SEN provision. She will be employed by the school on a flexible contract. A financial review will be ongoing to see if this would be beneficial or if training in house compares to value against impact on children. There should be a good amount of time saving for teachers as they will be sign posted to get the correct targeted expertise. Attendance figures to be updated on HT report and re-circulated. Apologies from the Clerk for this omission.

	<ul style="list-style-type: none"> Q. How have KS2 SATS gone? A. Children were well prepared and responded calmly and Teacher and TA created an excellent environment in the classroom. Governors to send thanks to them to appreciate how they have prepared the class. Action: SD Q. Why is the LA Support to stop – apart from SEN – Vikki Vince? A. The LA support was put in place as a response to where the SIA and Debbie Tregellas felt the school was following their visits. Steps forward have been noted and therefore the support level reduced. When we have a new Maths Lead in September, we will have a session with Linda Wynne for Maths. Vikki Vince has been accessed by ACC for SEN guidance and therefore will continue with this to help drive forward the SEND provision as identified in the SDP.
7.	School Development Plan review
	<ul style="list-style-type: none"> The updated School Development Milestones had been sent out to all Governors prior to the meeting for review. This had also been discussed thoroughly in the HT Report so there were no additional questions.
8.	Committee Q&A's
	<ul style="list-style-type: none"> The Chair made all Governors aware that for any decision making and voting at a Committee Meeting that a quorum is always required. Should this not be the case, any decisions would need to be ratified by the FGB. The Chair is to follow up with AP to see if he has a Board of Finance contact with regards to funding for the Fence.
9.	Safeguarding
	<ul style="list-style-type: none"> TM has now qualified as a DSL and having a third person is seen as benefit. We therefore will look to add another person in September when SHv leaves. My Concern –an electronic Safeguarding system has been demonstrated and the HT would like to accept the fixed fee for 3 years quotation. The Behaviour log will also be stored on the system as both can map closely together. The system can be customised to make it relevant and easier to use, specific to our school. The system will ensure robust and secure transfer of records when a child leaves school and will further strengthen our procedures. The HT and DHT have seen an improvement in the engagement from staff in the Safeguarding processes as all feel comfortable they know how to raise concerns and that they will be acted upon. They appreciate the feedback that they receive on concerns they raise.
10.	School Vision
	<ul style="list-style-type: none"> Proposal had been sent out to the Governors prior to the meeting. This had been put together following the workshop sessions that Rev Kate had held with the Teachers and Support Staff. This had then been shared with Mandy Christopher and the final Vision drafted. The children will be engaged in presenting this in a child friendly way, with a focus in Arts Week later in the term. This will then become our vision from September 2024. Thank you to Rev Kate for the thought and care she has put into this whole process.
11.	Any Other Business
	<ul style="list-style-type: none"> The Diocese will be coming along in September 2024 to discuss to the current landscape regarding becoming an academy. It is really important that as Governors that we are up to date and discuss the options available for us especially with the LA Landscape changing as well. Clerk to send invitation once date of meeting has been set. Action: TM
12.	Date of next meeting
	Thursday 6 th July 2023 @ 5pm

Signed:.....

Dated:.....