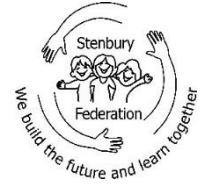


STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow
Chair of Governors: Mrs D Barker



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MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD at GODSHILL PRIMARY SCHOOL ON WEDNESDAY, 12th July 2023 COMMENCING AT 5.30pm.

Membership:

Di Barker (DB) Chair Local Authority Governor
Kate Green (KG) Co-opted Governor

Mark Snow (MS) Interim Exec HT – Godshill/C&R
Angela Dexter (AD) Co-opted Governor
Nicole Sturgess (NS) Parent Governor

Suzie Ellis (SE) Associate Governor

Also in attendance - Leigh Mannix Clerk,

The Meeting was quorate with 3 in attendance – current membership is 5

Vacancies: 3 x Co-opted Governor, 1 x Staff Governor & 1 x Parent Governor

Key: Challenge, Support, Ring-Fenced, Decision, Action

Item	Minute	Action	By
1	6	KG to arrange to meet with LMH, DG and LN to discuss safeguarding in the new academic year.	KG
2	8	Governors to arrange to come into the school to meet with MS to discuss and go over the data.	Governors
3	8	DB to write a letter of thanks to the staff.	DB
4	12	DB and KG to meet to discuss any issues raised in the survey.	DB/KG
5	13	DB will forward notes from the chair's forum to the clerk for cascade to Governors.	DB
6	13	DB will consult with Barton Governors at their next Governors meeting the possibility of working alongside them in the future.	DB

		ACTIONS
1	<p><u>Apologies & Welcome</u> Apologies: N Sturgess & A Dexter</p> <p><u>Governor Vacancies</u> The clerk reported that although adverts had been placed on the website, in the newsletter and internally, there had been no response. To help spread the load the Governing body may seek to collaborate with Barton Primary School Governors. The current Instrument of Governors is ten. DB proposed that SE now be co-opted onto the Governing, this was seconded by MS and all present were in agreement. This now left 2 co-opted vacancies, 1 Parent vacancy and 1 staff vacancy.</p>	Accepted
	<p><u>Maths Presentation – KB</u> The presentation had been circulated to the Governors prior to the meeting. (<i>Appendix 1 in the minute book</i>). Governors were asked to email any questions to KB. It was reported that outcomes needed to improve in Maths, as part of our SIP.</p> <p><u>Science Presentation – TS</u></p>	

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Diane Barker

18.10.23

Signed.....Chair/Vice-Chair Date.....

	The presentation had been circulated to the Governors prior to the meeting. (<i>Appendix 2 in the minute book</i>). Governors were asked to email any questions to TS.	
2	<u>Agree Items of Urgent Business at AOB</u> There were no items to be discussed.	
3	<u>Declaration of Pecuniary Interest</u> DB declared that she is also a Governor at Barton Primary School and be a link between the Governing Bodies. MS declared he was the Headteacher at Barton Primary School. It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting. No further declarations were made in relation to the agenda items.	
4	<u>Order of Business</u> As agenda	
5	<u>Approval of the Minutes</u> <ul style="list-style-type: none"> o 19th April 2023 o 24th May 2023 The minutes were circulated prior to the meeting. The minutes were proposed by DB and seconded by KG with all in agreement.	
6	<u>Matters Arising from the Previous Meeting</u> Matters arising from the 24 th May 2023. KG to arrange to meet with LMH, DG and LN to discuss safeguarding in the new academic year.	Action
7	<u>Finance Reports</u> KW to be invited to the next Governors meeting in the new academic year. There are currently Chillerton & Rookley children at the school and the census is due to take place in October. The funding for these children has been raised with the LA, this would be in the region of £30k and it is important this is finalised before the census takes place. Godshill will need the funding for those children and they need to be on role at Godshill. Chillerton & Rookley is currently empty and closure may occur by the end of December, this has yet to be decided by the Council. SE reported that she had been assured this would go through without issue. The transport for those children will continue.	
8	<u>Headteachers Report</u> MS reported that four members off staff were leaving the school. MS was very disappointed that KB was leaving, as she had been a very good teacher and a great advocate for the school. This also applied to LW (SENDCO) and a brilliant member of staff, who was leaving for something less stressful. LSY, an apprentice teaching assistant, who would be travelling. DW, who was leaving to begin her teaching career at Barton, Staff joining us in September would be the new YR 6 teacher Sara Shepherd, who will take over the Maths lead and she would be in school in the next week to meet the children. The new SENDCO, Lisa Nicolson, who would be working three days a week and was a very strong candidate. The school was very lucky for both appointments. The school was still recruiting for support staff and interview were due to be held on Monday 17 th July. A new receptionist would be joining the school and would be working mornings, this would release DK to take on the role of office manager. LM would concentrate on her administrator role in the Nursery and wrap around care. From 2024 the Government are increasing funding for 2yr olds and from the new academic year in September 2024 they would be funding babies from 9 months old. More children were applying to the school and this was very positive. A lot of families were from surrounding villages. The SAT's result had been received on the 11 th July.	

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The senior team had been working with the LA and the LLP had been in, there would be a slight tweak with the Maths and the staff would be working with the team from Barton.
A priority for the children is to be ready to learn as soon as they come into school.
The general behaviour in the school has been good.
The key priorities are the curriculum and the leadership structure. Staff will be partnered with their respective counterparts from Barton.
The middle leadership team had met and will meet again on Friday 21st July.
There would be 10 days leadership support from the DfE (Inspire Trust) MS will ensure this contributes to our journey.

Phonics progress has improved to with 87% and we are one of the best performing school on the Island, the national average is 79% (*Phonics data Appendix 3i & and Stenbury data Appendix 3, is in the minute book*).

There had been some real positives from the data and both schools have achieved, this had been a team effort.

Governors to arrange to come into the school to meet with MS to discuss and go over the data.

MS informed Governors that the school was in recovery and this needed to continue in the new academic year. Both schools had made loads of progress and this was down to the commitment of the staff.

The two new teachers taken on at Easter had proved to be very good.

Going forward there will be no more SAT's for KS1.

Attendance for Godshill is currently in line with the national average.

KB had been moderated this year.

The SAT's reading paper was a struggle for many students nationally, although Godshill and Barton did really well.

Phonics will continue to be embedded and Maths to be a focus in the new academic year.

A residential had taken place, run by TS and JD, for years 4/5, this had been fantastic. There had been one very small complaint from the trip from one parent.

The following questions from Governors for MS had been sent prior to the meeting:

Q. What is the HIAS tool teachers are using, why will this help with planning and how can we measure impact?

A. HIAS moodle is an online resource centre that our teachers can access. It has CPD, curriculum plans, and assessment resources that we can use and follow.

Q. How are you going to measure that the children have an embedded knowledge at each year-end? What resources are being made available to support this?

A. We are assessing the children with NFER tests for English & maths (company that creates the SATs) we carry these out 3 times a year to also measure progress. Wider subjects are being tracked on FFT

Q. What activities are being made available for children to gain new skills? How have these activities been decided? The Autumn plan mentions jobs and careers, what has been done? (Careers Day?)

A. Year 6 will be taking part in a career's afternoon this week at Barton. The wider curriculum focuses on building skills in a variety of subjects and our latest awards system is based on careers to give our children a starting point of various options available to them as they get older.

Q. Have the intervention floor books been put into place? (SEND/PP)

A. This is now being recorded differently in files/folders to collate evidence for SEN pupils. Floor books in place for some subjects (RE & PSHCE) this enables us to capture evidence of learning that isn't necessarily written in books. Evidence is collated to demonstrate coverage and learning throughout the year.

Q. Are behaviour plans in place for all children that need them? How are they reviewed to ensure the plan is working?

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Signed.....Chair/Vice-Chair Date.....

Action

	<p>A. Working with the inclusion team and pupil passports these are reviewed with teachers ½ termly at Pupil progress meetings. In terms of behaviour these are only used when necessary and often entwined with SEN or EHCP paper work. There is only one presently that is needed and behaviour is generally very positive.</p> <p>Q. With a few weeks of the school year remaining, are there any actions from the SIP to be taken forward to the next academic year.</p> <p>A. Continue to embed the phonics programme Fundamentals of the leadership, Year 3/4 and 6 project need to carry forward next year. Year 3.4. and 5 have still got significant gaps in their learning so there will be a large focus on these groups.</p> <p>Q. Has there been an update from May 2019 Ofsted comments/actions on the January 2023 SEF</p> <p>A. The SEF has been RAG rated and many of the 2019 targets are now a little outdated since the pandemic. Pupils social and emotional development has been enhanced hugely with the vast array of activities that children are offered. Synthetic phonics programme in place and developing well</p> <p>Q. The parent questionnaire answers for the Governors survey seem to be based on one term (as expected) and afterschool club seem to be the main focus. What happened in the Spring term?</p> <p>A. There have been many after school clubs this half term now that staffing has settled down from absences etc. Sports and craft clubs.</p> <p>Loads of congratulations from the Governors to MS and all the team.</p> <p>DB to write a letter of thanks to the staff.</p>	Action
9	<p>School Improvement Plan This item was covered under item 8 Heads Report</p>	
10	<p>Safeguarding Safeguarding has escalated and the school is having to create the capacity to meet certain serious issues. MS had met with the head of child protection to raise concerns. My concern is a good tool to use for monitoring.</p>	
11	<p>Health & Safety There was nothing to report.</p>	
12	<p>Governors Matters This item had been covered in agenda items.</p>	
12	<p>Governors Parents Survey DB had looked at the survey and at a glance there were some very positive comments. Extended school activities were mentioned and what could be offered to parents to improve these, taking into consideration the staff wellbeing and workload. Parents thought communication was much improved. DB and KG to meet to discuss any issues raised in the survey.</p>	Action
13	<p>Clerk Update (if any) Clerk to liaise with IT to re-issue a federation email for SE. DB will forward notes from the chair's forum to the clerk for cascade to Governors. Governors will explore the possibility to work with the Governors from Barton and create one Governing body. DB will consult with Barton Governors at their next Governors meeting the possibility of working alongside them in the future.</p>	Action Action Action
14	<p>Policies for Review</p>	

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	<p>There were no changes to the following policies These were agreed and adopted by those present.</p> <ul style="list-style-type: none"> ○ Governor Visit Policy ○ Homework Policy ○ PSHE ○ Admissions Policy LA ○ Elective Home Education LA ○ Flexible Working Policy LA ○ Guidelines for Trans Employees LA ○ Missing Child Policy LA ○ Recruitment Policy and Procedure LA ○ Workplace Wellbeing Policy LA ○ Lettings Policy ○ Child on Child Abuse Policy (Adult Version) ○ PE Policy 	
15	<p><u>Correspondence</u> There was nothing to report</p>	
16	<p><u>Impact of the Meeting</u> Impact of the meeting (i) What was the impact of the meeting? (ii) What difference has the meeting made? (iii) How did the meeting contribute to moving key matters forward? (iv) What are the next steps?</p>	
17	<p><u>Dates of the Next Meetings</u> Wednesday 18th October 2023 Wednesday 15th November 2023 Wednesday 24th January 2024 Wednesday 13th March 2024 Wednesday 8th May 2024 Wednesday 10th July 2024</p>	
18	<p><u>Any Other Business</u> There was no other business to discuss</p>	

There being no other business to discuss the meeting closed at 6.45pm

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Sarah Parker

18.10.23

Signed.....Chair/Vice-Chair Date.....