



Iver Village Junior School Governing Board Meeting

MINUTES of the meeting of the Governors of the School held remotely via video link on **Thursday 9 March 2023 at 6.00pm**

PRESENT:

M Vinall – Chair	MV
J Digweed	JD
T Munn	TM
A Nurse	AN
R Paxman	RP

IN ATTENDANCE: P Clifford- Deputy Headteacher

APOLOGIES S Chapman-Allen Apologies received and accepted
E Stafford- Allen

1. Welcome And Apologies of absence

The Chair welcomed everyone to the meeting. The apologies were noted. The Chair advised that D Pike and S Dobson had stepped down from the Board. They were thanked for their support of the School and their hard work.

2. Confirmation of the Governance Professional and the Meeting is Quorate

It was confirmed that S Penkethman (Bucks Minuting Services) would be the Governance Professional for the meeting. It was confirmed that the meeting was quorate.

3. Notification of Any Other Business

It was agreed that the following items would be discussed under Any Other Business

- Governor recruitment

4. Declarations of Interests in Relation to Items on this Agenda and Any Changes to The Register of Interests

There were no declarations of interest or changes to the register of interests.

5. Minutes of The Meeting Held On 16 November 2022 and Matters Arising

The Minutes of the meeting having been circulated, were confirmed and would be signed by the Chair as a correct record at the next face to face meeting.

Matters Arising

There were no matters arising not included in the agenda.

6. Governance

Terms of Reference for Standards committee

These were AGREED.

School vision to feed into the next School Development plan

The current vision “a secure and stimulating learning environment where all achievement is valued and celebrated” was still relevant and it was AGREED to retain it for the next academic year.

Skills audit

This would be considered when new governors had been identified.

Self evaluation

Consideration of Diversity of Board

This would be considered when new Governors were identified.

External Governance Review

This may be considered once the Board had expanded.

Equality Objectives report

The objectives which had been set in 2020 had been reviewed in the autumn term 2023 and the report was available on the School's website.

The Headteacher explained that the School was working hard with the traveller community. The parents were now attending school events and the School was building on this relationship. The traveller lifestyle was reflected in the School's curriculum and resources. The pupils from the traveller community mixed with the other pupils and their parents were starting to engage with other parents as well. The families feel their children are safe in school. The Headteacher was asked to try and get back some feedback from the parents about their experiences with the School.

JD

7. Strategic Management

7.1 Report of The Headteacher

A copy of the report had been circulated prior to the meeting. The Headteacher highlighted

- The data format had altered in the report as the data was now being supplied by SIMS
- There were a high number of pupils with SEND needs in the School which the School was having to manage.
- The School had managed to employ several TAs via agencies. Some were looking to go into teacher training.
- There had been staff safeguarding training in September 2022 and further safeguarding training in January 2023
- Pupil attendance had been an issue this term especially with persistent absenteeism. The pupils resilience was low and there had been a lot of absence due to illness
- The School was following the Buckinghamshire Council policy regarding absenteeism; the Headteacher was holding parent contact meetings when necessary.
- The School had started to advise parents regarding the number of days their child had been off rather than as a percentage. Once a child had reached 93% attendance or lower than a parent would receive a text from the School. The School was also focusing on making pupils want to come into school through different initiatives and rewards; this was very time consuming however but attendance seemed to be slowly improving
- The pupils' behaviour in school was good.
- The School council was very successful and met every two weeks
- The main curriculum area the School was focusing on was writing. The School had not returned back to the pre COVID-19 assessment levels for KS1 or KS2. The School had introduced more opportunities for writing cross curricular. The Senior Leadership team (SLT) believed that staff were under assessing the pupils in writing especially as the reading assessments were higher. The SLT had carried out moderation by looking at the pupils' books and this would be repeated before the end of term.

- The SDP priorities this term had been budget setting, prevent training, writing moderation and arranging for the PE co-ordinator to offer more learning mentor training
- As CAMHS had a waiting list the School employed a play therapist. The School had also organised for a YR3 teacher to cover PE lessons so the PE coordinator could offer mentoring to several pupils, especially those pupils who were anxious or upset in the mornings. The School also had the ELSA trained staff.

7.2 **School Self-Evaluation Form**

There had been no changes since the last time this had been circulated. The Headteacher would arrange for the SEF to be reviewed by an external adviser.

JD

7.3 **School Development Plan (SDP) For 2022/23**

This had been covered in the Headteacher's report.

8. **Finance**

To confirm Governors have seen the financial monitoring reports of the school's budget position to enable the governing body to review income and expenditure against the agreed budget.

These reports were available on Governor Hub.

SFVS

The Chair advised he had agreed and signed the completed template which was submitted to BC by the due date. The Board RATIFIED the action.

Submission of one year Provisional Budget Plan for 2023/24

The one year budget plan was available on Governor Hub which had also been submitted to BC. The three-year budget would be considered at the next meeting.

It was noted that the one year budget had been discussed at the Resources Committee meeting and the Board were advised that

- The energy costs were high at a cost of £7,000 per month for gas.
- There was an expected in year deficit at the end of the current financial year of £53,000 with a carry forward surplus of £170,000
- In the one-year budget SEN funding was estimated at £50,000 as the number of EHC plans from September 2023 were expected to drop
- The Pupil premium grant was also expected to drop to £85,000
- The income from the after-school clubs had not been included as staffing may have to reviewed.

Q: were you expecting the YR3 to be full in September 2023

The Headteacher expected the year group to be at 60.

A staffing structure review would take place.

The DFCG may be used to replace the school gates; quotes would be obtained. The DFE had given all schools an energy efficiency grant and the School was looking to install solar panels.

9. **Safeguarding**

Report from Governor

There was nothing to report. The safeguarding lead was very effective. The School had introduced CPOMS, a safeguarding system.

Review of Single Central Record termly

This would be reviewed during the next Safeguarding governor's visit.

Designated Mental Health Lead in School

It was confirmed that the Deputy Headteacher had attended the training and was the lead for the School. Each member of staff had the Action for Happiness calendar on their laptops which helps the SLT identify if a member of staff may need support.

KCSIE Confirmation report from Governor Hub

A copy of the report has been sent to the Chair.

10. Committee Reports

10.1 Resources Committee

This Committee had met and the minutes would be circulated. The Committee had focused on

- The budget
- The SFVS
- The cost of operating the diner against the income derived and the convenience of having this on site. This would be brought back to the Board when all of the information had been obtained.

FGB

10.2 Standards Committee

This Committee had met and minutes would be circulated. The Committee had discussed

- A presentation from the School lead for IT and computing
- The use of Purple Mash, which the pupils enjoyed using and wanted more lessons with this
- The subject leaders and how this was working
- The pupil attendance since COVID-19
- The progress being made by YR3
- The SEND funding the School was receiving and how it was being used which had been raised by a concerned parent

10.3 Pay Review Committee

This Committee had not met since the last FGB meeting.

10.4 Hearing and Appeal Panels / Pupil Discipline Committee

These panels had not been required.

11. Governor Reports

11.1 Chair

The Chair had not taken any other action under emergency or delegated powers that had not been reported. He had been consulted by the Headteacher regarding the preparations for the Teachers industrial action.

11.2 Development Governor

R Paxman agreed to take over the role and the clerk would send the most up to date training records from Governor Hub. A comparison of the different training packages would be conducted.

Clerk

11.3 SEND Governor

There was no report.

11.4 Pupil Premium Governor

There was no report.

11.5 Other Governors

There were no other reports.

T Munn advised he had conducted a H&S visit and there was nothing significant to report.

12. Policies

Attendance Policy – this was APPROVED.

13. Date and Time of Next Meeting

- Thursday 29 June 2023 at 6.00pm- this would be held remotely

**14. Any Other Business
Governor Recruitment**

The Headteacher would contact local charities and the Chair would consider placing an advert on Inspiring Governance.

The Chair would ascertain if E Stafford-Allen would consider the Pupil Premium and SEND governor roles. A Nurse would continue with the Equality role.

15. Impact

The Governors considered their impact through their discussion and decisions. This included

- The discussion around pupil attendance
- The budget
- The SFVS
- Governor recruitment

The Board thanked the staff for their support.

16. Conduct of Meeting

Governors confirmed that the meeting was conducted in an open manner and that all Governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these minutes but maybe not the restricted confidential minutes.

JD/MV

The meeting closed at 7.45pm

.....Signature.....date

Chair

Agenda	Item	Action
6	Feedback from traveller families	JD
7.2	Review of SEF	JD
10.1	Use of Diner	FGB
11.2	Training records	Clerk

14	Governor recruitment	JD/ MV