

Minutes of the Full Governing Board Governance Strategy Evaluation Meeting

Moorside Primary School and Nursery
held on 21st June 2022 at 5.00p.m in School.

Nurturing Children to Succeed and Achieve

Present: Chris Lea (CL)(Chair); Claire Rowett (CR)(Headteacher); Peter Fleming (PF)(Vice Chair), Maureen Binks (MB); Matthew Kettlewell (MK); Kathy Hammersley (KH), Debi Pickard (DP), Kimberley Mearns (KM)

Apologies and reasons for absence: All Governors were present.

In attendance: Carol Harris (Clerk) (CH)

Core Functions of a Governing Board:

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Headteacher to account for the educational performance of the school and its pupils
- Overseeing the financial performance of the school and making sure its money is well spent.

1. Welcome to Governors and apologies

The Chair welcomed all Governors to the meeting held in School. There were no apologies as all Governors were present.

2. Pecuniary Interests

The Chair reminded Governors to declare any pecuniary interests.

None declared

3. Confidentiality

The Chair reminded Governors of the need for confidentiality and the meeting determined that no part of the minutes needed to be a confidential item.

4. To declare the notification of any other urgent business

None declared.

5. Governance Strategy Evaluation

- **Governor recruitment** – CR notified Governors that Mrs Kimberley Mearns had been successful in the recent Parent Governor election. It was recommended to the board that this nomination be approved, **all Governors approved this nomination.**

	<p>The Chair proposed that Mrs Michelle Gee, who had expressed an interest in continuing to support the Board, be co-opted on to the FGB as it was felt that she was a valuable asset to the Governing Body. All Governors agreed with the proposal and co-opted Mrs Gee to the FGB.</p> <p>The Chair also proposed that Mrs Jen Pallister, who had expressed an interest in becoming a Governor at the time of the Parent Governor election, be appointed to the FGB as an Associate Member. This would be for an initial term of one year to be reviewed and extended as required. It was felt that this appointment would enable succession planning going forward and that Mrs Pallister would bring a valuable skill set to the FGB. All Governors agreed the proposal and Mrs Jen Pallister was duly appointed as an Associate Member.</p> <p>Action- The Chair to write to the new Governors informing them of their appointment to the FGB. PF to initiate the new Governor induction procedure. The Clerk to send out new Governor information.</p> <p><i>KM joined the meeting at 17.11</i></p> <p>The HT had produced a pack containing all of the documents for Governor information and discussion.</p> <ul style="list-style-type: none"> • 20 Questions document – The Chair invited comments around this document which had been distributed to all Governors prior to the meeting. Governor Comments included; <ul style="list-style-type: none"> ✓ <i>It was felt that, using these criteria; the FGB is successfully fulfilling its commitment to the School and operating in an effective manner.</i> ✓ <i>Looking at Q12. Do we feel that we have adequate face to face contact with parents? Are we aware of parent view/voice?</i> <p><i>R.- School regularly undertakes parent surveys and now that we are able to, staff are looking at ways to encourage more parents into school. The Reading Café today is a good example of this. School is offering inclusive opportunities for all families.</i></p> <ul style="list-style-type: none"> ✓ <i>Would it be useful for Governors to perhaps attend parents evening?</i> <p><i>Discussion followed around how best to support school and for the Governors to achieve a better understanding of parent views.</i></p>	<p>Chair PF Clerk</p> <p>CR</p>
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<p>Action- As a result of this discussion, Governors made an offer to the school to attend and support events where appropriate and have asked that school/ CR invite Governor attendance to events where such support may be useful.</p> <p><i>It was noted that this may present a good opportunity to find out parental views on specific aspects of the school and possibly use this for monitoring purposes. Many different strategies have been used in the past to integrate more families into school; this is potentially an area to develop with the support of Governors.</i></p> <p>✓ Looking at Q9, how do we know how well our children are doing once they have left our School?</p> <p><i>R.- Handover and transitions to other schools are much improved due to the electronic systems in place, we have good communication with secondary schools. Realistically, the children are reassessed when starting at a new school so, data wise, this is more to inform the new schools rather than to report back.</i></p> <p>✓ How well do our children transition to secondary schools?</p> <p><i>R.- All of our children receive the support they need for the transition to Year7. We receive letters from children who have gone onto the Grammar School which are usually very positive and contain tips for the next cohort. Children who have experienced low level behavioural issues at Moorside receive additional support, perhaps looking at the behaviour policies of the schools they are likely to attend as part of the transition process. It would be useful to know how are children are achieving in areas such as science, perhaps looking at the autumn data.</i></p> <p>Action – Ask science lead teacher about the feasibility of following this up.</p> <p>✓ Looking at question 5, this has proven much more difficult due to so much now being online and less face to face ‘networking’.</p> <p><i>R.- Historically, some of our Governors have supported other schools, for example, with complaints etc. There is a place for more face to face opportunities for all Governors.</i></p> <p>Action – HT and Clerk to let Governors know of any upcoming networking opportunities.</p> <ul style="list-style-type: none"> • The School Vision <p><i>GC- When visiting school the School Vision is evident in day to day practice.</i></p> <p><i>GC.- Looking at the SDP, are we embedding and establishing a lead into the 5 year plan?</i></p> <p><i>R.- Just taking the RSE policy as an example, we look at progression through the documents and review the process in place, adapting and adding to as we work through.</i></p>	<p>CR</p> <p>CR/Clerk</p>
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	<p>This would also enable Governors to see the Principles of Learning in practice and an opportunity to speak to subject leaders in depth.</p> <p>Action - Clerk to add review of Governor Roles and Responsibilities to Autumn Term meeting's agenda.</p> <ul style="list-style-type: none"> • Governor CPD <p>Training undertaken by Governors this year has included;</p> <ul style="list-style-type: none"> ✓ Keeping Children Safe in Education ✓ Prevent ✓ Safeguarding ✓ SIP meetings ✓ Safer recruitment ✓ Ofsted ✓ Health and Wellbeing ✓ Police information training <p>It was noted that all Governors need to keep up to date with all Safeguarding training and attend any such training as a priority.</p> <p>It was asked that all Governors let School know of any training needs.</p> <ul style="list-style-type: none"> • Journey so far <p>CR led Governors through this document contained in the pack for Governors. It was noted just how far School had come in a relatively short time and that the upturn in admissions within the School and Nursery was now reflecting this.</p>	Clerk
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6.	<p>Any Other Business.</p> <p>Governors were asked if anyone was available to accompany staff and children on upcoming school trips or school event. Please let CR know if any Governors are able to help.</p> <p>CR notified Governors of upcoming events including; the production of Oliver!, Sports Day on the 19th July and end of term disco. Further details are included in the newsletter.</p> <p>CR also informed Governors of upcoming new parent information meetings including for the new Reception intake on the 12th July and Nursery on the 1st July and that staff would also be visiting the new nursery children in their current settings.</p>	All Govs
7.	<p>Key Dates for Governor Attendance</p>	

	<p>Dates of next FGB meetings previously agreed as follows (Wednesdays at 5pm) in school unless otherwise notified;</p> <p>➤ 11th July (Please note the change of date)</p>	
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Item no.	Action	By
5.	To contact Mrs Gee and Mrs Pallister informing them of their appointment to the FGB	Chair
5.	To initiate new Governor induction procedure	PF
5.	To send out new Governor information	Clerk
5.	To invite Governors to events where attendance/support would be useful for speaking to parents	CR
5.	Ask science lead about the feasibility of following up Autumn data in science for Y7	CR
5.	To let Governors know of any upcoming networking events	CR/Clerk
5.	To add Vision strapline to Governor documents	Clerk
5.	To arrange meeting to look at Early Years Curriculum	CR/CL/PF
5.	To arrange date/time for learning walk	KH/KM/CR
5.	To add Governor roles and responsibilities to Autumn 1 meeting	Clerk
5.	To let School know of any training needs	All Govs
6.	To let school know if able to support upcoming school trip/event	All Govs

The meeting closed at 18.52 hours.

Signed: Dated: