

Minutes of the Full Governing Board Meeting

**Moorside Primary School and Nursery
held on Tuesday 20th May 2025 at 5.00p.m in School.**

Nurturing Children to Succeed and Achieve

Present: Chris Lea (CL)(Chair), Claire Rowett (CR)(HT), Matthew Kettlewell (MK), Kathy Hammersley (KH), and Grace Foster-Lilly (GF-L)

In attendance: Carol Harris (Clerk) (CH)
Helen Jemmett (HJ) (Acting Staff Governor)

Core Functions of a Governing Board:

- Ensuring clarity of vision, ethos, Safeguarding and welfare of stakeholders 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.

Apologies and reasons for absence were received and accepted from Rachel Allen (RA), Jen Pallister (JP) and Kimberley Mearns (KM).

2. Pecuniary Interests

The Chair reminded Governors to declare any pecuniary interests.

No new interests were 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 recorded as a confidential item.

It was noted that the discussion around a recent exclusion would remain confidential to this meeting.

4. To declare the notification of any other urgent business.

None declared.

5.	<p>To approve and sign the minutes of the meetings 18th March 2025 and 6th May 2025</p> <p>All governors agreed the minutes to be a true and accurate record of the meetings, held on the 18th March 2025 and 6th May 2025 and were signed by the Chair to be returned to the Governor file in School.</p>	
6.	<p>To discuss matters arising and address any Governor actions.</p> <p>There were no matters arising and all actions have been addressed.</p>	
7.	<p>Monitoring the well-being and welfare of pupils, staff and stakeholders, including Safeguarding.</p> <p>The HT expressed concerns for staff wellbeing regarding the recent Fair Access Panel decisions. The HT explained how this would impact staff workload and how this would also impact the existing demographics of the classes suggested. Other potential admissions were fully explained and the lack of resources to meet the need of these children. Staff workload has been significantly impacted by the process.</p> <p>A robust discussion followed around the situation with Governors offering support for both the process and staff, agreeing with the SLT's approach to these circumstances.</p> <p>The HT reported that the Behaviour On Site Policy needs to be reviewed and updated to reflect behaviour by parents while on the school premises. The HT fully explained the reasoning behind the need for this update. Action- The HT to circulate to all Governors for approval.</p> <p>Governors asked for clarification regarding the position for staff and offered support if needed.</p> <p>All Governors agreed with the need to update the policy and the approach by staff in dealing with the situation.</p>	HT
8.	<p>Headteacher's Report</p> <p>This report had been shared with all Governors prior to the meeting. The HT led Governors through the reports and explained;</p> <ul style="list-style-type: none"> • SONAR – Attendance included in this report doesn't include the Nursery with data included in the report explained fully. The Data concerning Free School Meals (FSM) children and Pupil Premium looks slightly different and SONAR doesn't include data for EAL or SEND. 	

- **Attendance** – is good, the impact of unauthorised absence is notable. It was also noted that policy is applied which has had a positive impact with persistent absence improved which is now lower than National figures.

GC.- Is this persistent absence data just primary schools?

R.- We include the comparison primary school data in the HT report; this is actually higher in secondary settings. The HT fully explained how data is collected and collated by schools and the DfE.

It was important to note that the Attendance policy and procedures followed by the SLT have been effective.

Discussion followed around the data including the DfE requirements, a lack of context, and the general usefulness of some of the data reported. However, it was important to note that school and the SLT are aware of the stories behind the data and the support offered to children and families.

- **Data**- The HT reported that this system doesn't show some of the previous data for some children, this was explained in detail and how targets are set for children by the staff with teacher assessments. Aspects of the data were further explained along with the challenges around tracking. New children joining classes can also skew data. It appears that some aspects of data recording by SONAR is flawed, and staff are adapting the system where possible.

GC.- How can we solve this, is there anything we, as Governors, can do?

R.- After this half-term we will be approaching SONAR to discuss the matter as the system is not meeting our needs which we were assured it would when we bought in.

Discussion followed around alternatives and the impact of these challenges on tracking progress. It was also important to note that children joining cohorts can skew that data as they weren't in school for early assessment.

GC.- Please can you explain the figures in brackets?

R.- These are children expected to achieve Greater Depth.

GC.- Where do the targets come from?

R.- This can be from previous assessment such as the Early Learning Goals which will affect future targets for individual children which will influence the group targets. These are set at the end of the year, and it is important to note that in some smaller classes one child is a greater percentage.

	<p>The HT continued to explain how normal ways of learning can be used in testing/assessment particularly in KS1. Interventions and reading support is in place for those children who need it.</p> <p><i>GC.- Looking at the figures Y3 data seem to be the same?</i></p> <p>The HT fully explained the stories behind this data and the interventions in place to support those children.</p> <ul style="list-style-type: none"> • Maths – Continues to be an area for focused support with difficulties around individual need fully explained to Governors. The Basic Characteristics which influence this data were also explained and Governors reassured that systems were in place to address this. It is also important to note that sometimes the data is not a reflection of the teaching and learning but can be significantly influenced by the individual child's attitude to learning. • SDP – The progress summary report was shared with Governors at the meeting and explained in detail. The HT led Governors through the next steps and actions identified. Teaching and learning in maths is really strong with systems and interventions in place having a significant impact. External moderation and visits have fed into the writing action plan which in turn has had a positive impact on curriculum planning. Governors were notified that Subject Lead reports would be presented at the meeting scheduled for the 24th June. Action – the Clerk to add this to the agenda for this meeting. 	Clerk
9.	<p>Governance</p> <ul style="list-style-type: none"> • Health and Safety – MK reported that he had visited school to carry out monitoring and had looked at various aspects including the recording of head bumps in school. • School Improvement Partner – It was noted that the final visit report had been shared with all Governors prior to the meeting. 	
10.	<p>Policies</p> <p>It was noted that, other than the Behaviour on Site policy discussed under agenda item 7, there were no other policies requiring approval.</p>	
11.	<p>Any Other Business</p> <ul style="list-style-type: none"> • The HT reported a recent incident to Governors requiring a suspension and the details surrounding this. Strategies to improve and manage the situation were being employed and how behaviour had been managed previously fully explained. It was important to note that school has followed all policies and procedures in order to best support these 	

	<p>children and families. All contacts with external agencies, support and families have been documented.</p> <p>Discussion followed as to how best to continue to provide this support for those involved going forward with Governors agreeing to support the HT, staff and school as required.</p> <ul style="list-style-type: none"> • SATs – The HT expressed her thanks to those Governors and the Clerk who came into school to support the KS2 SATs process. • Upcoming events – Governors were reminded of several upcoming events which included the school concert on the 17th July. All are detailed in the newsletter sent to Governors. 	
12.	Key Dates for Governor attendance	
	➤ FGB 24 th June 2025	

Item no.	Action	By
7.	To circulate the Behaviour On Site Policy for approval.	HT
8.	To add the SL reports to the agenda for the next meeting	Clerk

The meeting closed at 18.20 hours.

Signed: Dated: