



**Christ Church C of E Infant School**  
**Minutes of Full Governing Board 5<sup>th</sup> July 2023 (T6) @ 6:00pm in School**

**Governors:** Amelia Gould, Anna Martin, Chris Douglas (Chair), Robin Butcher, Jacky Wood, Julie Wilkins Gareth Jones, Jenny Falco, Amanda Bowden, John O’Driscoll, Jenny Sheppard, Reuben Holt, Alicia Ancel-Browne, LA Vacancy

**Absent:** None

**Clerk:** Laura Jones

T6 Respect

<p><b>97/20 Opening Prayer</b></p> <p>John reflected on the value of the term, which is respect. Read a passage from Genesis regarding respect.</p> <p>John led the Governors in prayer.</p>	<p><b>Led by member of Ethos</b></p>
<p><b>98/20 Welcome and Introductions</b></p> <p>Chair welcomed all to the meeting and gave a brief outline of how the meeting will run.</p>	<p><b>Chair</b></p>
<p><b>99/20 Apologies</b></p> <p>No apologies.</p>	<p><b>Please ensure apologies are sent to the Clerk and Chair to be accepted.</b></p>
<p><b>100/20 Declaration of Pecuniary Interests</b></p> <p>None declared.</p>	<p><b>Chair / Clerk</b></p>
<p><b>101/20 Late Items</b></p> <p>None to discuss.</p>	<p><b>Chair/Clerk</b></p>
<p><b>102/20 Approval of minutes</b></p> <p>Minutes of the last meeting have been approved by Governors as a true reflection of the meeting.</p>	<p><b>Chair</b></p>

Approved by FGB/Signed off by  
 Chair.....  
 Date.....

<p><b>103/20 Elections</b></p> <p><i>Governors voted <b>Chris Douglas as Chair of Governors, and Reuben Holt as Vice Chair of Governors</b> after circulating nominations to the Clerk prior to the meeting.</i></p> <p><b>Chris Douglas</b> has also been formally nominated by Governors to step into a Co-Opted role seconded by Robin and Alicia.</p>	
<p><b>104/20 Review Action Log</b></p> <p>Action Log reviewed by Governors. Link Governor document discussed, and Chair will circulate the document to Governors who request this via email. Skills audit to be discussed in September’s FGB.</p>	<p><b>Chair</b></p>
<p><b>105/20 Governor Membership</b></p> <p>Chair gathered Governors to look at the Governing Body structure using visuals in an interactive session. Also discussed Governor recruitment in terms of Parent Governor roles and LA vacancy as to where to advertise for these roles.</p> <p>Discussed the upcoming Foundation Governor vacancy, and noted pitching to the church would help recruit.</p>	<p><b>Chair</b></p>
<p><b>106/20 Chairs Report</b></p> <p><b>MAT decision</b> – Governors previously fed back they were happy with the decision to not go ahead with the MAT. To be reviewed again in December and look at further options with the hub. Head gave Governors an overview of the current situation. Also have a good working relationship with CCJ following MAT discussions.</p> <p><b>Governor</b> – Queried which other schools are also looking to join us in the MAT.</p> <p>Head gave further update on the above.</p> <p><b>Structure for next year</b> – Chair and Head had a meeting to discuss this.</p> <p>Going forward there will be six longer FGB meetings throughout the year and no subcommittee meetings, with an additional FGB meeting in September to do general Governor admin. Draft agendas for each term currently being prepared. Ethos committee to carry on as normal with Strategic Governor meetings where necessary. Mapped the circle model against Park Walls.</p> <p><b>Action 05.07.23.01:</b> Chair and Head to spend some time over the summer ensuring the Governor page and policies are up to date on the website.</p>	<p><b>Chair</b></p>

Approved by FGB/Signed off by  
 Chair.....  
 Date.....

<p><b>Action 05.07.23.02:</b> Clerk to inform Chair how many meeting Governors have attended throughout this academic year.</p>	
<p><b>107/20 Heads Report</b></p> <p>Report circulated to Governors prior to the meeting. Head ran through the report with Governors.</p> <p>Attendance has improved drastically especially with PP and SEN children.</p> <p>Data discussed with Governors and pleased with the progress. Expectation is to be above national average.</p> <p>Discussed finance and staffing and those who are leaving.</p> <p>Discussed behaviour of children and how much this has improved.</p> <p>Draft SEF circulated which has been worked on at the Ethos committee. Looking to rebuild the school/church partnership.</p> <p>20 new iPads have been supplied by the IT company.</p> <p>New playground equipment is currently being installed.</p> <p>Quotes being obtained for the children’s toilets to enable them to be unisex and need updating. Parents have been offering to quote. Devolved capital will be used. Quotes to be agreed offline with the current FS&amp;P committee.</p> <p>SEN report discussed with Governors.</p> <p>SIP discussed with Governors.</p>	<p><b>Chair</b></p>
<p><b>108/20 Deputy Heads Report</b></p> <p>Discussed identifying greater depth in EYFS at an earlier stage, as this is not currently being shown in the data. This will enable support to be at the right level when going into Y1.</p>	<p><b>Chair</b></p>
<p><b>109/20 Policy Review</b></p> <p>RSE Policy – <b>Approved by Governors</b></p>	<p><b>Chair</b></p>
<p><b>110/20 Chair of FS&amp;P</b></p> <p>No FS&amp;P since the last FGB meeting.</p>	<p><b>Committee Chair</b></p>

Approved by FGB/Signed off by  
 Chair.....  
 Date.....

<p><b>111/20 Chair of Ethos</b></p> <p>No Ethos since the last FGB meeting.</p>	<p><b>Committee Chair</b></p>
<p><b>112/20 Chair of S&amp;C</b></p> <p>No S&amp;C since the last FGB meeting.</p>	<p><b>Committee Chair</b></p>
<p><b>113/20 Governor Courses attended/Commitment/Class Governors</b></p> <p>Reuben recommended the finance course coming up in September.</p> <p>Chair noted going forwards it would be best to look for upcoming courses and recommend rather than looking back at what has already been done.</p> <p>Head noted 1<sup>st</sup> September (inset day) Safeguarding training is happening between 9-12 which Governors are welcome to attend.</p>	<p><b>Chair</b></p>
<p><b>114/20 AOB</b></p> <p>Governors thanked John, Julie and Jenny for their time and effort as Governors which has been much appreciated by all and wished them all the best for the future.</p>	<p><b>Chair</b></p>
<p><b>115/20 Date of Next meeting: 13.09.23 @ 6pm. (admin meeting)</b></p>	

## List of abbreviations used in Governors Minutes

- ARE-** Age Related Expectation
- BME** – Black Minority Ethnic
- CPD** – Continual Professional Development
- DHT** – Deputy Head Teacher
- EYFS-** Early Years Foundation Stage
- EWO** – Education Welfare Officer
- FGB** – Full Governing Body
- FSM** – Free School Meals
- GD-** Greater Depth
- GLD** – Good Level of Development
- HLTA** – Higher Level Teaching Assistants
- HT** – Head Teacher
- LAC** – Looked after children
- KS1** – Key Stage 1
- PP-** Pupil Premium
- PSHM-** replacing SEAL

Approved by FGB/Signed off by  
 Chair.....  
 Date.....

- PPA** – Planning, Preparation and Assessment
- RACI**- Responsible Accountable Consulted Informed
- SIA** – School Improvement Advisor
- SIP** – School Improvement Plan
- SEF** – Self Evaluation Form
- SEN** – Special Educational Needs
- SENCO** – Special Educational Needs Coordinator
- SFVS**- Schools Financial Value Standard
- SIA** – School Improvement Adviser (used to be SIP)
- SIP**- School Improvement Plan
- SIAMS** – Statutory Inspection of Anglican and Methodist Schools
- SBM**- School Business Manager
- SGC** – South Gloucestershire Council
- SLT** – Senior Leadership Team
- SMSC** – Spiritual, Moral, Social & Cultural
- T** followed by a number – Term 1/2/3/4/5 or 6
- TA** – Teaching Assistant
- Y** – Year followed by R (Reception) 1 or 2

Approved by FGB/Signed off by  
Chair.....  
Date.....