



**Christ Church C of E Infant School**  
**Minutes of Full Governing Board 23rd March 2022 @ 6:00pm (in school)**

**Governors:** Amelia Gould, Anna Martin, Chris Douglas, Robin Butcher, Jacky Wood, Julie Wilkins (Chair), Gareth Jones, Jenny Falco, Amanda Bowden, John O’Driscoll, Jenny Sheppard, LA Vacancy, 2 x Co-Opt Vacancies

**Absent:** None

**Clerk:** Laura Jones

T4 Perseverance

<p><b>65/20 Opening Prayer</b></p> <p>AB reflected on the value of the term which is perseverance. The installation of new playground equipment has shown perseverance from fundraising, preparation for Ofsted, challenges of Covid and children persevering in their work every day.</p> <p>Bible verse read to reflect on the value of the term.</p> <p>AB led the Governors in prayer.</p>	<p><b>Led by member of Ethos</b></p>
<p><b>66/20 Welcome</b></p> <p>Chair welcomed all to the meeting, noting a school tour will be undertaken with discussions about Ofsted in breakout groups.</p>	<p><b>Chair</b></p>
<p><b>67/20 Apologies</b></p> <p>No apologies received.</p>	<p><b>Please ensure apologies are sent to the Clerk and Chair to be accepted.</b></p>
<p><b>68/20 Declaration of Pecuniary Interests</b></p> <p>None declared.</p>	
<p><b>69/20 Late Items</b></p> <p>No late items to be discussed</p>	<p><b>Chair / Clerk</b></p>

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<p><b>70/20 Approval of minutes</b></p> <p>Minutes from the last FGB meeting on the 9<sup>th</sup> February 2022 were approved and ratified by Governors as a true reflection of the meeting.</p>	<p><b>Chair</b></p>
<p><b>71/20 Review Action Log</b></p> <p>Action log reviewed. Several actions closed and new ones added as per the minutes.</p>	<p><b>Chair</b></p>
<p><b>72/20 Governor Membership</b></p> <p>Ways of recruiting Governors discussed such as adding a post to the school Facebook page, new reception parents' events, an advertisement in the Downend Voice and Curriculum Information sessions with Governor presence. Contacts available at the Council for recruitment of an LA Governor.</p>	
<p><b>73/20 Chairs Report</b></p> <p>HT took Governors on a tour of the school as not many had been inside since the beginning of Covid. The new enquiry led curriculum was clear to see in classes with the states of being, and discussion undertaken about creating a new library in the computer suite and switching around the staff rooms. Governors were taken to see the new playground equipment and signage around the school.</p> <p>Governors broke out into groups of 3-4, to look through Ofsted questions together in relation to Governance and discussed findings and evidence where information is found.</p> <p><b>ACTION 23.03.22.01: Clerk to share HT reports and minutes from previous subcommittee meetings with FGB documents.</b></p> <p><b>ACTION 23.03.22.02: Approach CCJ Clerk to ask how their Governor hub works in terms of sharing and storing documents.</b></p> <p><b>ACTION 23.03.22.03: Governors to link up with key subject leads. To be discussed at the next S&amp;C, Strategic and FGB meetings. Clerk to add to those agendas.</b></p> <p>Chair discussed an area that's growing is developing whole school approach to food and healthy eating which Governors need to understand and monitor. AG agreed to be lead Governor for food and healthy eating and link up with PE lead to establish what's being done in school, how it's working and the impact.</p> <p><b>ACTION 23.03.22.04: Chair to send questions to AG regarding food and healthy eating.</b></p>	<p><b>Chair</b></p>

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74/20 Heads Report	Chair
<p>HT report circulated to Governors prior to the meeting for review.</p>	
<p>HT gave an in-depth explanation about how Ofsted works, and the preparation required.</p>	
<p>HT explained there was a recent visit from Joy Donovan, DH and Science Lead from Marshfield School to carry out a Science deep dive to ensure coverage with the enquiry curriculum was met, which entailed a learning walk around the school visiting science lessons in every class, pupil conferencing looking at the children’s enquiry journey floor books which evidences the work and introduction to the science lead.</p>	
<p>HT noted behaviour is superb across the school and children were excited about their learning and having fun.</p>	
<p>HT explained Oracy is being improved across the school and being encouraged naturally by staff with high expectations.</p>	
<p>HT mentioned children could confidently talk about the states of being regarding the new curriculum, with development needed in EYFS.</p>	
<p><b>RB queried the meaning of SEF</b></p>	
<p>HT gave an explanation that a SEF (self-evaluation form) has various areas such as behaviours and attitudes, leadership management etc where the school evaluate themselves based on the guidance.</p>	
<p><b>JS queried that after recent pupil conferencing, discussions were had with children but fed back no work in books was shown.</b></p>	
<p>HT noted work in books will be shown during the next pupil conferencing visit, and monitoring of the phonics data required.</p>	
<p><b>ACTION 23.03.22.05: JS to report back to the S&amp;C committee after next pupil conferencing visit.</b></p>	
<p><b>CD queried when the date of the next budget meeting is, which was confirmed as the 11<sup>th</sup> May 2022.</b></p>	

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<p><b>75/20 Deputy Heads Report</b></p> <p>DHT gave Governors an update and overview of the new school website. This included a totally new design structure, can easily be translated to another language and photos of the school will be uploaded at the end of this term. The vision statement will be on the main page with a picture that relates to each statement. The curriculum is also an important part of the school website.</p>	<p><b>Chair</b></p>
<p><b>76/20 SEN and PP Governor</b></p> <p>Increase in number of SEN children in EYFS, mostly relating to speech and language and flagged up through interventions. Slight increase to SEN children in Y2 as their needs have become more obvious as they moved through the school and advised the SEN register is a changeable document. Provision has been looked at for the children who require support. SENCO has begun the ELSA training regarding social and emotional support for individual children. Enquiry curriculum providing hands on learning such as cooking and outdoor learning as well as enrichment in school. SENCO carried out drop in observations to ensure the SEN support plans matched up with what the children were getting in class and was pleased with the outcome. Zones of regulation have been implemented well in KS1, and keen to have a consistent approach as a whole class so all children have access to this. RB queried how ELSA works. AB explained the assessments are done based on a certain criterion and observe the progress and impact, then feedback to parents regularly throughout 6 weeks, and review at the end. JW observed number of SEN children are getting steadily higher but children who require EHCPs are getting lower. JW queried whether the extra work for SENCO is manageable. HT confirmed it is because the EHCPs are time consuming due to paperwork, meetings, and written report.</p>	<p><b>Chair</b></p>
<p><b>77/20 Policy Review</b></p> <p>SEND/Inclusion Policy and Information Report – <b>New version to be circulated to Governors.</b></p> <p>Equalities Policy and Equality Objectives - <b>Approved by Governors on 23.03.22 (after amending the ratified and review date)</b></p> <p>ECT (Early Career Teacher) Policy - <b>Approved by Governors on 23.03.22</b></p>	<p><b>Chair</b></p>

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<p><b>78/20 Chair of FS&amp;P</b></p> <p>Chair gave a run through and explanation of the SFVS and dashboard which was circulated to Governors prior to the meeting.</p> <p><b>All Governors present approved the SFVS for submission with a unanimous yes.</b></p> <p><b>ACTION 23.03.22.06: Clerk to submit SFVS by 31st March 2022</b></p> <p>Chair explained the next use of capital funding would be for the library. The Elliott building repairs have been delayed but will be done.</p>	<p><b>Committee Chair</b></p>
<p><b>79/20 Chair of Ethos</b></p> <p>No meeting has occurred since the last FGB, so no update required.</p>	<p><b>Committee Chair</b></p>
<p><b>80/20 Chair of S&amp;C</b></p> <p>No meeting has occurred since the last FGB, so no update required.</p>	<p><b>Committee Chair</b></p>
<p><b>81/20 Governor Courses attended/Commitment/Class Governors</b></p> <p>Courses which Governors have attended to be emailed to Clerk.</p> <p><b>ACTION 24.03.22.07 – Courses to be discussed and recommended amongst Governors at the start of committee meetings. Clerk to add new item to agendas.</b></p> <p><b>ACTION 24.03.22.08: Skills audit to be done to recruit Governors and identify gaps.</b></p>	<p><b>Chair</b></p>
<p><b>82/20 AOB</b></p> <p>RB had to leave the meeting at 7:40pm</p>	<p><b>Chair</b></p>
<p><b>83/20 Date of Next meeting: 18.05.22 @ 6pm in School</b></p>	
<p><b>84/20 Total Time: 2 hours Meeting Closed at 8pm</b></p>	

### List of abbreviations used in Governors Minutes

- ARE- Age Related Expectation
- BME – Black Minority Ethnic
- CPD – Continual Professional Development

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**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  
**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

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