



**Christ Church C of E Infant School  
Minutes of Full Governing Board 18<sup>th</sup> May 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

T5 Thankfulness

<p><b>85/20 Opening Prayer</b></p> <p>Thankfulness is the value for the term. Thankfulness is taught from a young age and a simple value for everyone to understand. Excerpt read from the bible. Thankfulness is about attitude and makes us feel good about ourselves and has mental health benefits. Encouragement to show love to others. A moment taken for Governors to reflect on what they are thankful for.</p> <p>AB led the Governors in prayer</p>	<p><b>Led by member of Ethos</b></p>
<p><b>86/20 Welcome</b></p> <p>Chair welcomed all to the meeting.</p>	<p><b>Chair</b></p>
<p><b>87/20 Apologies</b></p> <p>Apologies received from CD and RB prior to the meeting and were accepted.</p>	<p><b>Please ensure apologies are sent to the Clerk and Chair to be accepted.</b></p>
<p><b>88/20 Declaration of Pecuniary Interests</b></p> <p>None declared</p>	
<p><b>89/20 Late Items</b></p> <p>No late items.</p>	<p><b>Chair / Clerk</b></p>

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

<p><b>90/20 Approval of minutes</b></p> <p>Minutes from the last FGB meeting on the 23<sup>rd</sup> March 2022 were approved and ratified by Governors as a true reflection of the meeting.</p>	<p><b>Chair</b></p>
<p><b>91/20 Governor Courses</b></p> <p>Training matrix to be discussed during the chair section and review gaps.</p> <p><b>ACTION 18.05.22.01: Chair to circulate training matrix to Governors so they can fill in all the courses they've attended including those which aren't listed on Integra.</b></p>	<p><b>Chair</b></p>
<p><b>91/20 Review Action Log</b></p> <p>Action Log reviewed.</p> <p>Wording to recruit Governors to be added to the Downend Voice and to the newsletter. Chair in the process of setting up a Teams channel for Governors to use.</p> <p>Discussed Governor Development Day in the new academic year. Provisional date of the 4<sup>th</sup> October 2022.</p> <p>Chair will contact CCJ clerk once Teams channel set up properly.</p>	
<p><b>92/20 Governor Membership</b></p> <p>Discussed recruitment of new Governors and advertising to be done.</p>	<p><b>Chair</b></p>
<p><b>93/20 Chairs Report</b></p> <p>Class links and subject monitoring discussed. Need to consider the class link doesn't have to be the same as the class monitoring. Grid filled in by chair to finalise Governors linked to each class before the first FGB in the academic year. Focus area for Governor Development Day will be monitoring.</p> <p><b>ACTION 18.05.22.02: Clerk to collate nominations for chair and vice chair in time for July's FGB.</b></p> <p>Suggestion of Governors shadowing the different sub committees to enhance a deeper understanding between committees.</p> <p>Wording for the recruitment of new Governors shared. Suggestion for Governors to come to stay and play sessions to inform parents of Governor roles.</p>	<p><b>Head</b></p>

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<p><b>94/20 Heads Report</b></p> <p>Verbal report from the Head. Governors looked through the SEF in breakout groups and discussed, understood, and advised if further changes required. The information is useful for staff to be in a longer document as all the information is in one place, which will then be broken down into a two-page document for Ofsted.</p> <p>Enrichment day coming up for children’s development.</p>	
<p><b>95/20 Deputy Heads Report</b></p> <p>Curriculum evening coming up with parents. In the final stage of the development of the website. Have asked the designers to make some tweaks. A parent has come in to take some photos of the school to add to the website. This is due to launch imminently and will be easier to use and represent the school as we want.</p> <p>Wonder day to be held at the end of term which will end with an art exhibition in the church.</p>	<p><b>Deputy Head</b></p>
<p><b>96/20 SEN and PP Governor</b></p> <p>Update was given at S&amp;C – no further update to be given at FGB.</p> <p><b>ACTION 18.05.22.03: SEN and PP updates to be taken off FGB agendas as a standing item. Yearly report to be circulated at the end of the year.</b></p>	<p><b>SEN Governor</b></p>
<p><b>97/20 Policy Review</b></p> <p>No policies to review</p>	<p><b>Chair</b></p>
<p><b>98/20 Chair of FS&amp;P</b></p> <p>Reviewed insurance quotes and decided to keep the same company. Discussed improvement to the Elliott buildings. Changes to the SEND funding was also discussed regarding how this impacts the school.</p> <p>Governor attended the budget meeting on 04.05.22 which was a positive meeting. Reporting a deficit at present but have amounts in reserves. Over the next couple of years, we are forecasting a surplus. 0.5% has been added as inflation. Estimate on teachers pay rise is 2%.</p> <p><b><i>Budget has been approved by the Full Governing Board on the 18.05.22</i></b></p>	<p><b>Committee Chair</b></p>

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<p><b>99/20 Chair of Ethos</b></p> <p>n/a – no meeting since last FGB</p>	<p><b>Committee Chair</b></p>
<p><b>100/20 Chair of S&amp;C</b></p> <p>Monitoring the data less frequently – 3 times a year instead of 6. So not always data to review after every term. After reviewing the data last meeting everything is looking strong and on track. Writing is lower since Covid and is lower than maths and reading but they are still strong results and Joy Donovan is pleased.</p> <p>JS shared notes during the meeting regarding pupil conferencing, which was discussed in detail.</p>	<p><b>Committee Chair</b></p>
<p><b>101/20 Governor Courses attended/Commitment/Class Governors</b></p> <p>Discussed earlier in the meeting.</p>	<p><b>Chair</b></p>
<p><b>102/20 AOB</b></p> <p>No AOB</p>	<p><b>Chair</b></p>
<p><b>103/20 Date of Next meeting:</b> 06.07.22 @ 6pm in school</p>	
<p><b>104/20 Total Time:</b> Meeting closed at 8pm</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

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- 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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