



**Christ Church C of E Infant School**  
**Minutes of Full Governing Board 7<sup>th</sup> July 2021 @ 6pm**

**Governors:** Belinda Stowe (VC), Amelia Gould, Anna Martin, Chris Douglas, Robin Butcher, Jacky Wood, Julie Wilkins (Chair), Gareth Jones, Sheryl Stenner, Charlotte Munday, Jenny Falco, Amanda Bowden, John O’Driscoll, Jenny Sheppard


**Absent:** Charlotte Munday

**Clerk:** Laura Jones

T6 Respect

<p><b>96/20 Opening Prayer</b></p> <p>Paused to remember we are a caring community, courageously learning, inspired to live life to the full. This term our value is respect, and CCI is a place where everyone feels respected; adults, children, whatever their background. I’m proud to be a governor where this is genuinely the case.</p> <p>Looking back on the school after 8 years of how its developed at one point teetering on the edge of requiring improvement to where it is now with a more than solid good with aspiring to be outstanding. Everyone has been involved in that part, but the Head’s chosen style of leadership which has been the key instigator of change. We respect her dedication and willingness to change and develop, her resilience with facing all the challenges and her sheer hard work that’s been the foundation of the improvement. You can see in the SIP it’s been an amazingly successful year in the face of huge challenges. Also, the appointment of staff who all buy into the vision of the school, who learn how to abide by the CCI way and are inspired and supported to keep aiming high. We as a governing body have raised our own game, everyone is committed and passionate about driving improvement without sacrificing the wellbeing of anyone along the way. I leave a strong team of governors to take the baton forward.</p> <p>Amanda led the governors in prayer.</p>	<p><b>Led by Belinda and Amanda</b></p>
<p><b>97/20 Welcome</b></p> <p>Welcomed everyone and discussed how the meeting will run.</p>	<p><b>Chair</b></p>

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

<p><b>98/20 Apologies</b></p> <ul style="list-style-type: none"> <li>○ Charlotte Munday (mat leave)</li> </ul>	<p><b>Please ensure apologies are sent to the Clerk and Chair to be accepted.</b></p>																		
<p><b>99/20 Governor Membership</b></p> <p>Welcomed new foundation governors Jenny and John, who are replacing Belinda and Jo. We will discuss committees they would like to sit on, and they come with a wealth of experience.</p> <p>Jenny introduced herself and her skillsets.</p> <p>John introduced himself and his skillsets.</p> <p>Governors then introduced themselves and their skillsets.</p> <p>We now need to look ahead to September and prepare ourselves for next year. Slides to be shared to know what we need to think about between now and September and agree a few things before we move on.</p> <p><b>Items to cover</b></p> <ul style="list-style-type: none"> <li>▪ Governors and Committees</li> <li>▪ Voting in September</li> <li>▪ What is ahead of us next year</li> </ul> <p>Proposed Governor Development Day Term 1</p> <p><b>Governors and Committees 20-21</b></p>  <table border="1" data-bbox="209 1317 1045 1854"> <tr> <th colspan="3">FGB</th> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Anna Martin (Head Teacher)</li> <li>• Gareth Jones (Co Opted / DH)</li> <li>• Amelia Gould (Staff)</li> <li>• Jo Vickery (ExOfficio Foundation)</li> <li>• Sheryl Stenner (LA)</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Paul Graham (Parent)</li> <li>• Chris Douglas (Parent)</li> <li>• Jenny Falco (Co-opted)</li> <li>• Robin Butcher (Co-opted)</li> <li>• Jacky Wood (Co-opted)</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Julie Wilkins (Co-opted) - Chair</li> <li>• Charlotte Munday (Co-Opted)</li> <li>• Belinda Stowe (Foundation)</li> <li>• Laura Jones (Clerk)</li> </ul> </td> </tr> <tr> <th>Ethos</th> <th>S&amp;C</th> <th>FS&amp;P</th> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Belinda Stowe (Chair)</li> <li>• Gareth Jones</li> <li>• Jo Vickery</li> <li>• Anna Martin</li> <li>• Helen Buick (non gov)</li> <li>• Katherine Jenkins (non gov)</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Sheryl Stenner (Chair)</li> <li>• Belinda Stowe (Vice)</li> <li>• Charlotte Munday</li> <li>• Robin Butcher</li> <li>• Amelia Gould</li> <li>• Gareth Jones</li> <li>• Anna Martin</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Chris Douglas (Chair)</li> <li>• Julie Wilkins</li> <li>• Jacky Wood</li> <li>• Jenny Falco</li> <li>• Anna Martin</li> <li>• Jackie Orr - SBM</li> </ul> </td> </tr> <tr> <th>Strategic Governors</th> <th>Head Teacher Appraisal / Pay &amp; Performance</th> <th>Disciplinary &amp; Complaints Committee</th> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Chair of Governors (Chair)</li> <li>• Vice Chair of Governors (Vice)</li> <li>• Head Teacher</li> <li>• Chair of FS&amp;P</li> <li>• Chair of S&amp;C</li> <li>• Chair of Ethos</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Julie Wilkins</li> <li>• Belinda Stowe</li> <li>• Sheryl Stenner</li> </ul> <p><i>* Succession subject to relevant training being completed</i></p> </td> <td> <p><i>To be created as and when, in line with the respective policy documents.</i></p> </td> </tr> </table>	FGB			<ul style="list-style-type: none"> <li>• Anna Martin (Head Teacher)</li> <li>• Gareth Jones (Co Opted / DH)</li> <li>• Amelia Gould (Staff)</li> <li>• Jo Vickery (ExOfficio Foundation)</li> <li>• Sheryl Stenner (LA)</li> </ul>	<ul style="list-style-type: none"> <li>• Paul Graham (Parent)</li> <li>• Chris Douglas (Parent)</li> <li>• Jenny Falco (Co-opted)</li> <li>• Robin Butcher (Co-opted)</li> <li>• Jacky Wood (Co-opted)</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Wilkins (Co-opted) - Chair</li> <li>• Charlotte Munday (Co-Opted)</li> <li>• Belinda Stowe (Foundation)</li> <li>• Laura Jones (Clerk)</li> </ul>	Ethos	S&C	FS&P	<ul style="list-style-type: none"> <li>• Belinda Stowe (Chair)</li> <li>• Gareth Jones</li> <li>• Jo Vickery</li> <li>• Anna Martin</li> <li>• Helen Buick (non gov)</li> <li>• Katherine Jenkins (non gov)</li> </ul>	<ul style="list-style-type: none"> <li>• Sheryl Stenner (Chair)</li> <li>• Belinda Stowe (Vice)</li> <li>• Charlotte Munday</li> <li>• Robin Butcher</li> <li>• Amelia Gould</li> <li>• Gareth Jones</li> <li>• Anna Martin</li> </ul>	<ul style="list-style-type: none"> <li>• Chris Douglas (Chair)</li> <li>• Julie Wilkins</li> <li>• Jacky Wood</li> <li>• Jenny Falco</li> <li>• Anna Martin</li> <li>• Jackie Orr - SBM</li> </ul>	Strategic Governors	Head Teacher Appraisal / Pay & Performance	Disciplinary & Complaints Committee	<ul style="list-style-type: none"> <li>• Chair of Governors (Chair)</li> <li>• Vice Chair of Governors (Vice)</li> <li>• Head Teacher</li> <li>• Chair of FS&amp;P</li> <li>• Chair of S&amp;C</li> <li>• Chair of Ethos</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Wilkins</li> <li>• Belinda Stowe</li> <li>• Sheryl Stenner</li> </ul> <p><i>* Succession subject to relevant training being completed</i></p>	<p><i>To be created as and when, in line with the respective policy documents.</i></p>	<p><b>Chair</b></p>
FGB																			
<ul style="list-style-type: none"> <li>• Anna Martin (Head Teacher)</li> <li>• Gareth Jones (Co Opted / DH)</li> <li>• Amelia Gould (Staff)</li> <li>• Jo Vickery (ExOfficio Foundation)</li> <li>• Sheryl Stenner (LA)</li> </ul>	<ul style="list-style-type: none"> <li>• Paul Graham (Parent)</li> <li>• Chris Douglas (Parent)</li> <li>• Jenny Falco (Co-opted)</li> <li>• Robin Butcher (Co-opted)</li> <li>• Jacky Wood (Co-opted)</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Wilkins (Co-opted) - Chair</li> <li>• Charlotte Munday (Co-Opted)</li> <li>• Belinda Stowe (Foundation)</li> <li>• Laura Jones (Clerk)</li> </ul>																	
Ethos	S&C	FS&P																	
<ul style="list-style-type: none"> <li>• Belinda Stowe (Chair)</li> <li>• Gareth Jones</li> <li>• Jo Vickery</li> <li>• Anna Martin</li> <li>• Helen Buick (non gov)</li> <li>• Katherine Jenkins (non gov)</li> </ul>	<ul style="list-style-type: none"> <li>• Sheryl Stenner (Chair)</li> <li>• Belinda Stowe (Vice)</li> <li>• Charlotte Munday</li> <li>• Robin Butcher</li> <li>• Amelia Gould</li> <li>• Gareth Jones</li> <li>• Anna Martin</li> </ul>	<ul style="list-style-type: none"> <li>• Chris Douglas (Chair)</li> <li>• Julie Wilkins</li> <li>• Jacky Wood</li> <li>• Jenny Falco</li> <li>• Anna Martin</li> <li>• Jackie Orr - SBM</li> </ul>																	
Strategic Governors	Head Teacher Appraisal / Pay & Performance	Disciplinary & Complaints Committee																	
<ul style="list-style-type: none"> <li>• Chair of Governors (Chair)</li> <li>• Vice Chair of Governors (Vice)</li> <li>• Head Teacher</li> <li>• Chair of FS&amp;P</li> <li>• Chair of S&amp;C</li> <li>• Chair of Ethos</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Wilkins</li> <li>• Belinda Stowe</li> <li>• Sheryl Stenner</li> </ul> <p><i>* Succession subject to relevant training being completed</i></p>	<p><i>To be created as and when, in line with the respective policy documents.</i></p>																	

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

## Proposed Governors and Committees 21-22



FGB		
<ul style="list-style-type: none"> <li>Anna Martin (Head Teacher)</li> <li>Gareth Jones (Co Opted / DH)</li> <li>Amelia Gould (Staff)</li> <li>John O'Driscoll (Foundation)</li> <li>Vacancy (LA)</li> </ul>	<ul style="list-style-type: none"> <li>Robin Butcher (Parent)</li> <li>Chris Douglas (Parent)</li> <li>Jenny Falco (Co-opted)</li> <li>Vacancy (Co-opted)</li> <li>Jacky Wood (Co-opted)</li> </ul>	<ul style="list-style-type: none"> <li>Julie Wilkins (Co-opted) - Chair</li> <li>Charlotte Munday (Co-Opted)</li> <li>Jenny Shepherd (Foundation)</li> <li>Amanda Bowden (Foundation)</li> <li>Laura Jones (Clerk)</li> </ul>
Ethos	S&C	FS&P
<ul style="list-style-type: none"> <li>Amanda Bowden</li> <li>Gareth Jones</li> <li>Jenny Shepherd</li> <li>John O-Driscoll</li> <li>Anna Martin</li> <li>Helen Buick (non gov)</li> <li>Katherine Jenkins (non gov)</li> </ul>	<ul style="list-style-type: none"> <li>Charlotte Munday</li> <li>Jenny Shepherd</li> <li>Julie Wilkins</li> <li>Robin Butcher</li> <li>Amelia Gould</li> <li>Gareth Jones</li> <li>Anna Martin</li> </ul>	<ul style="list-style-type: none"> <li>Chris Douglas</li> <li>Jacky Wood</li> <li>Jenny Falco</li> <li>John O-Driscoll</li> <li>Vacancy (Co-opted / LA)</li> <li>Anna Martin</li> <li>NEW- SBM</li> </ul>
Strategic Governors	Head Teacher Appraisal / Pay & Performance	Disciplinary & Complaints Committee
<ul style="list-style-type: none"> <li>Chair of Governors (Chair)</li> <li>Vice Chair of Governors (Vice)</li> <li>Head Teacher</li> <li>Chair of FS&amp;P</li> <li>Chair of S&amp;C</li> <li>Chair of Ethos</li> </ul>	<ul style="list-style-type: none"> <li>Julie Wilkins</li> <li>Chris Douglas</li> <li>Vacancy</li> </ul> <p><i>* Succession subject to relevant training being completed</i></p>	<p><i>To be created as and when, in line with the respective policy documents.</i></p>

Explanation of the different committees and what sort of skillsets are needed for each one. Discussion of the vacancies which are available at present in each of the committees. New SBM will also be sitting on the FS&P committee.

Opened it up for questions. All Governors confirmed they are happy with the propositions.

**\*\*Helen Buick is no longer a member of the Ethos committee, and has been replaced by Aidan Watson\*\***

### Voting in September

- All Chair and Vice Chair roles appointed
- Nominations will be requested in advance
- Voting will be chaired by Clerk (Laura)
- Nominees not obliged to stand
- Nominees leave the meeting for voting
- Chair and VC of FGB agreed first
- Chair and VC for committees agreed second

Strategic meetings also take place and discuss anything which has an overlap, such as staffing and if there is an issue with the performance data.

Approved by FGB/Signed off by

Chair.....

Date.....

<p style="text-align: center;"><b>What is ahead of us</b></p> <ul style="list-style-type: none"> <li>– Building a strong Governing Body</li> <li>– Changes in team (SBM, Governors)</li> <li>– New Governor Induction</li> <li>– Challenging budget</li> <li>– Hangover from COVID</li> <li>– OFSTED</li> <li>– Governor role in school</li> </ul> <p style="text-align: center;"><b>Governor Development Day</b></p> <ul style="list-style-type: none"> <li>• Review SIP in detail</li> <li>• Skills Gap audit and Gov training plan</li> <li>• Create plan for aligning with Gov Link roles through the year</li> <li>• Agree process to document our work and impact for OFSTED</li> </ul> <p>We need a deep dive session to go into the above in more detail. Time taken out for a governor development day off site and immerse us in school. Hoping to do that in the first term of the academic year. Is this a good idea and a practical suggestion?</p> <p>Governors agreed this is a good idea and can be done. Date to be agreed.</p>	
<p><b>100/20 Declaration of Pecuniary Interests</b></p> <p>None declared</p>	
<p><b>101/20 Late Items</b></p> <p>No late items to discuss.</p>	
<p><b>102/20 Approve Minutes</b></p> <p>Confirmation minutes from the last meeting have been approved.</p>	
<p><b>103/20 Chairs Report</b></p> <p>Covered in the Governor membership section.</p>	

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

**104/20 Heads Report**

Reports and other documents circulated prior to the meeting.

Overall, it's been a successful year, obviously we've had many challenges as have all schools, but I genuinely would say we wouldn't do anything differently, and I feel proud to say that about the team as they have been more cohesive this year than ever before. When a challenge comes it can either divide or join and unite a team, and our team has got even stronger. Our vision has been even more meaningful and lived by the team and we feel such a key part of our community. To have all the challenges with Covid and then the ransomware attack could have broken us, but it hasn't, and it's made us stronger. The main thing is we have learned loads from it. We had to change everything in an instant and the staff just did it and never grumbled. The children had to learn in a different way, and they just did it. It's been good to be forced to do things a different way, as it's been exciting. In terms of being inspired to live life to the full, never have we felt so inspired as a staff team to deliver the goods and to look after our families, it's been so inspirational to see what the children have been through and how they've come out of it. It's been a really hard time for families.

In terms of data summary's, we have never had no gaps for PP children in our Y1 and Y2 classes which feels incredible. For years we have been trying to close the gap and it's just been impossible, and it's because we were able to give those children more, probably whilst other children had less in some ways, but we were able to give them such quality and the teachers have grafted so much to get them to where they are, and some are totally exceeding expectations. That is the biggest thing we are so proud of as a staff team.

Our phonics results again have been amazing, reading has improved which is something we set out to do, and the fact we've managed that without the children even being in school is amazing. Generally, we are really thrilled with the data. We thought it would be much worse due to Covid. There are areas we can improve; writing is not as bad as we thought. Maths remains strong across the school. SEN children have all made good progress against their tracking systems PIVATS. We need to improve PP achievement in reception and look earlier at the barriers that those children have, because they start to get there by YR1, but the gap needs to close sooner. Writing in EYFS is the lowest area of the three and needs to come more in line with the other two subjects of reading and maths. I'd like to see more of our PP children working at greater depth, so above the age-related expectation.

Focusses we have pulled out from the SIP is growing the staff team and having their own research project that they don't know about, but they will find out about as they have identified it as an area they need to and then they develop that in school. I've chosen to look at gender stereotypes, equality, and identity because that's something that came out of the safeguarding compliance check. This is one thing Ofsted are interest in and as a school I think we are fine, but

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

not progressive enough so I think we need to be doing more staff training in terms of stereotypes with gender and the support children are given in the early years in terms of gender identity so I'd like to find out more about that before I can then support the staff to do the same. I think it will be powerful for them to see me learning about it and then them to learn with me.

We are about to embark on a new enquiry curriculum so that's a big focus. We will be looking at phonics for YR2's, PP children in YR1, writing across the school and then implementing the new teaching and learning policy and embed that ensure the teaching standards are as high as they can be, and the teacher know what the statements mean and know what's expected of them so they can deliver in the classrooms.

**Governor: There are various measures on the report that we are assessing against. Have they come from above or are those ones we have chosen?**

There are milestones set at the end of each year for each year group, and what schools do is break those down into stages in the year and on our assessment system we then need children to achieve a certain amount before we can then say they are above or below the standard. Most of the schools in our hub have agreed the same percentage that needs to be met to say the children are at that level. So, it does come from above and the end of year point is a consistent agreed judgement across the country, there's slight differences throughout the year, but our 6 schools in the hub are all in line with each other.

**Governor: This would be a measure of output. How would we measure the leading indicator, and make sure what we are putting in is going to result in the right outcome?**

You can see the planning, which is the input, then you'll see the delivery in the lessons. You can also talk to the children in the lessons to find out if they understand what is expected of them and can they tell you what they need to learn, can they tell you what they need to do better. Then you'll also look at children's books and then you triangulate all of that to make a judgement as to whether that child has got that. We all moderate each other's children and each other's learning. We have also got clear guidance as to what we are looking for but a lot of it comes from the children's books. When I'm assessing a teacher, I'm looking at the data which has already been moderated so I know it's accurate and looking at the quality of teaching.

**Governor: In terms of community stuff, I'm conscious a lot of families are needing support now. Are there families that still need supporting and how can we do that?**

Our SENCO offers brilliant support to the families we know about. There are families we don't know about, but generally families do tell us and I genuinely think we are an open school, and it even surprises me how much families are willing to tell us, from front of house to people in the office, or a TA they might

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

bump into in the park, by email, by phone. I genuinely think our families do open up to us. Children also tell us things in school so we can reach out to families that way. I think we offer a good amount of support and we have tried lots of different ways. There is a layer of families who don't qualify for PP funding, but work and pay for childcare or might be a single parent family and they are the families who are hard to support as we don't have any financial support to give them because we don't get the funding. They are families right on the breadline who aren't qualifying for anything. It does worry me that there are families out there who potentially don't get the support they need, and I'd love to help those families but it's difficult not having the financial backing.

**Governor: Regarding the PP children, and the gap closing, was that to do with the catch-up funding?**

Yes, there have been several reasons. In the second lockdown we had a huge chunk of our PP children in as well as smaller class sizes and high ratios of staff in school, so they would have had quality teaching with more adults and less children, so they got more attention, time, feedback, and support and then on top of that we had the catch-up teaching. The appointment of the reading assistants really helped too as the children were supported to read daily which then helped with their writing. We have talked about how we might replicate this for the future.

**Governor: There's been so much focus on how the pandemic has been tough, but this is a positive outcome.**

**Governor: We did the safeguarding visit and I just wanted to say what a good job the Head did. It was an excellent session and very constructive. We have some minor areas we can further improve, but a lot of it you wanted to take away to other schools to use as best practice examples. Across the board it was positive feedback about how we are doing as a school.**

It was a particularly rigorous session, but it was a very useful exercise, massive praise for the website as the content was brilliant and was going to share that with other schools. Our monitoring of safeguarding was effective, and it made sure we have everything in place.

**105/20 Deputy Head**

**Website:** Thanks all for sending children to movie night to raise funds for the website. We have raised half the money to redesign the website so we now need to raise the other half so it can sell our school more and show what a brilliant school we are. Particularly in Covid times, people can't really get a good idea of what the school is like, so the website is like the eyes to our school.

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

<p><b>Playground Redevelopment:</b> We plan to have a caring area consisting of things like wigwams, tee-pees, and cosy areas in the outdoor space. The courageous area which is more risk taking such as large climbing apparatus, and then the inspired part which is an obstacle course the children can create themselves, so it's very exciting and another example of how our vision is core and central to all the different things.</p> <p><b>Arbor:</b> We are moving our assessments onto Arbor. Second lot of training at the end of the month. Will move everything from Insight which is our current tracking system over to Arbor at the end of term.</p> <p><b>Governor:</b> In terms of raising the rest of the funds for the website, are we looking at doing a movie night again as this raised quite a lot of money or are we doing something different?</p> <p>We are thinking of doing it again, just discussing when this would be the best time so it's not hitting families at the same time when we're asking for other money such as when a pantomime is on at the school in case families can't afford it, so just need to look at timings. Have thought about a club where children can come in and design their own computer games.</p> <p><b>Governor:</b> The cost of redesigning the website, is this done at market cost or by someone you know?</p> <p>The way that school websites tend to be run now is through content management systems where you have various sites which provide everything you need so it's easy for teachers to put stuff on, so it's not actually developed by one person as such, it's not as simple as sending it to a designer, they give you the templates for the site, rebrand it for you, and give you the new technologies. You basically pay for a school content management system.</p> <p><b>Governor:</b> Governors can also arrange events where we can raise money for the school such as quizzes.</p>	
<p><b>106/20 Policy Review</b></p> <p>No policies due to ransomware attack. If still not available for September plan B will need to be discussed.</p>	
<p><b>107/20 Committee Feedback: FS&amp;P</b></p> <p>No meeting in term 5 therefore no update.</p>	

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

<p><b>108/20 Committee Feedback: Ethos</b></p> <p>Plan for a communal reflective area in the playground so that each classroom has a reflection area for children to interact with each term’s values. Not happened due to Covid but hopefully in the next academic year.</p> <p>Governor attended one of the Ethos meetings who is not a foundation governor, who found it very interesting to observe how the ethos is embedded into the teaching within the school and related to the stories in the bible to help children to remember the values.</p> <p>Katherine Jenkins who is the RE lead, said how Head and Deputy Head have kept the values at the heart of everything even through Covid and the Ransomware attack.</p>	
<p><b>109/20 Committee Feedback: S&amp;C</b></p> <p>First time a report was sent, and I couldn’t think of any questions, as we are supposed to be a critical friend and I do try but there really wasn’t anything.</p> <p>The reading and phonics from the SDP had been very successful, so writing and spelling are the next focus.</p> <p>The new data system Arbor has already been discussed.</p>	
<p><b>110/20 Governor Course/Commitments:</b></p> <p>None discussed as clerk keeping tally.</p>	
<p><b>111/20 AOB</b></p> <p>Update given on the replacement of SBM.</p> <p>Thank you, goodbye and good luck to Belinda and Sheryl.</p>	
<p><b>112/20 Date of Next meeting: 22.09.2021 @ 18:00</b></p>	
<p><b>113/20 Total Time: 108 minutes Meeting Closed: 19:48</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

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

**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

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