



Christ Church C of E Infant School
Minutes of Full Governing Board 17th May 2023 (T5) @ 6:00pm via Teams

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: Jacky Wood

Clerk: Laura Jones

T5 Thankfulness

<p>78/20 Opening Prayer</p> <p>Amanda reflected on the value of the term, which is thankfulness. Noted collective worship was recently undertaken by the Head which the children were really engaged with. Read a passage from 2 Corinthians regarding generosity and bringing out thankfulness.</p> <p>Amanda led the Governors in prayer.</p>	<p>Led by Chair of Ethos</p>
<p>79/20 Welcome and Introductions</p> <p>Chair welcomed all to the meeting and gave a brief outline of how the meeting will run. Acknowledged the meeting is on Teams tonight rather than in school.</p>	<p>Chair</p>
<p>80/20 Apologies</p> <p>Apologies received from JW, issues with accessing Teams at short notice, and accepted by Governors.</p>	<p>Please ensure apologies are sent to the Clerk and Chair to be accepted.</p>
<p>81/20 Declaration of Pecuniary Interests</p> <p>None declared.</p>	<p>Chair / Clerk</p>
<p>82/20 Late Items</p> <p>N/A</p>	<p>Chair/Clerk</p>

Approved by FGB/Signed off by
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<p>83/20 Approval of minutes</p> <p>Minutes of the last meeting have been approved by Governors as a true reflection of the meeting.</p>	<p>Chair</p>
<p>84/20 Review Action Log</p> <p>Action Log reviewed by Governors.</p>	<p>Chair</p>
<p>85/20 Governor Membership</p> <p>This is to be discussed in Strategic Governors next week, rather than tonight’s FGB. To be further discussed in the next FGB.</p> <p>Chris and Amanda to attend the Welcome Evening on 22nd June 5:30-6:30pm.</p>	<p>Chair</p>
<p>86/20 Chairs Report</p> <p>MAT Update – Amanda and Chris went to the recent Mosaic meeting.</p> <p>Amanda noted she was encouraged by what was shared at the meeting and seemed a good fit for our school’s ethos and aligned with our values.</p> <p>Amanda continued to share with Governors the meetings update and content.</p> <p>Chair to share slides which have come out since the meeting.</p> <p>Chair noted the MAT will not accept a school with a deficit budget and looking for the decision in July. Will need to link with CCJ regarding the decision.</p> <p>Head noted another invoice was received from Mosaic with unexpected costs which is of concern.</p> <p>Governor: Queried the invoice received and whether it’s pro-rated for the year and noted the amount of money mentioned isn’t small.</p> <p>Head noted it’s standard that MATs don’t take on schools with deficit budgets. Further clarity will be needed as to what the payments are for.</p> <p>Chair noted at no point has it been discussed or agreed that we would pay for their IFA to come in and help them appoint the CFO or assess the school’s financial situation.</p> <p>Governor noted we need to be mindful of costs before we make any further decisions on joining the MAT.</p>	<p>Chair</p>

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<p>Further discussions amongst the hub of schools to decide how to progress will take place. Meeting with Head and Chair of Governors with CCJ to take place on the 16th June.</p> <p>Governors discussed amongst themselves what the pros and cons would be to join a MAT.</p> <p>Governor: Noted there is nothing obvious as to why we would push ahead with joining a MAT at this given time and absorb the associated costs.</p> <p>Governors were asked the question if they think we should be pursuing the Mosaic Trust. Governors all voted against joining the MAT at present.</p> <p>Further conversations will be had with CCJ at the next strategic meeting.</p> <p>Ofsted training for Governors occurred last night. Slides will be shared, and Governor gave a brief run through of discussion items.</p> <p>Chair confirmed Ofsted prep for Governors must continue due to the upcoming graded inspection and will put a long term 5-year strategy in place to encompass any changes.</p> <p>Governor reflected on their takeaways from the Ofsted training and what is to be expected from the next inspection.</p> <p>Governor noted it would be good to cover Ofsted prep in the next FGB meeting as well as a review of the website to ensure the information is up to date.</p>	
<p>87/20 Heads Report</p> <p>Head thanked Governors for moving to Teams at short notice for tonight's meeting.</p> <p>Noted a meeting with HR and informed Governor's conversations about financial situations and staff changes going forward are unable to take place.</p> <p>Pleased to see the attendance for PP and SEN children has risen. Head and SENCo worked on a strategy which has worked and have seen an increase of PP children from 80% to 92% and SEN children from 84% to 93%.</p> <p>Data has been put into the report for an overview. SLT are having effective conversations about data and can see the changes in provision.</p> <p>Head noted we are facing a deficit budget, and this is no reflection of the SBM management of this. 92% of the budget is for staffing and gives little room to spend on other things.</p>	<p>Chair</p>

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<p>Noted deficit budget is being faced due to staff pay rises, falling numbers of PP children and the energy price rises, all of which have come after we set the budget last March. Some money has been received from the LA but nowhere near enough to cover costs.</p> <p>Catering and IT costs were also discussed with Governors which have affected the budget.</p> <p>Head discussed options which will need to be taken to enable the budget to be balanced and this will be shared with parents.</p> <p>Head noted SBM is in unfamiliar territory and lots of difficulties with contracts over the year. Acknowledged there has been a lot going on but doing a great job.</p> <p>Behaviour has been brilliant across the school. Not many safeguarding issues to report on. Lots of positives to reflect on.</p> <p>Art deep dive occurring next week, and children have been enjoying the quality of art teaching.</p>	
<p>88/20 Deputy Heads Report</p> <p>DH reflected on our values and how this has been prevalent during SATs weeks. Lots of teachers and TAs have supported one another and the children in the class, summing up a caring community. The children have been coming in ready to learn and have a quality environment for them to learn in.</p> <p>The student teachers have been great and really taken ownership, putting in lots of extra work and their confidence is growing.</p> <p>DH lots of artwork going on around the school ground, the teachers are really on board and the children have been engaged.</p> <p>DH noted the website is the best place to go to learn more about the enquiry curriculum.</p>	<p>Chair</p>
<p>89/20 Policy Review</p> <p>GDPR: Data Protection Impact Assessment Policy and Procedure – Approved by Governors</p> <p>GDPR: Data Protection Policy - Approved by Governors</p> <p>GDPR: Records Retention - Approved by Governors</p> <p>GDPR: Subject Access Request Policy and Procedure - Approved by Governors</p>	<p>Chair</p>

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<p>90/20 Chair of FS&P</p> <p>Budget was the main point of focus and various contracts to discuss – IT supplier and catering contract. Discussed and reviewed the plans.</p> <p>Approved the catering contract and the IT provider.</p>	<p>Committee Chair</p>
<p>91/20 Chair of Ethos</p> <p>No meeting since the last FGB. Monitoring has been done within the school.</p>	<p>Committee Chair</p>
<p>92/20 Chair of S&C</p> <p>Discussed monitoring parental engagement. Looked at the latest data and discussed pupil progress meeting and the changes that are being made. Looked at the reading and phonics policy and marking and feedback policy.</p>	<p>Committee Chair</p>
<p>93/20 Governor Courses attended/Commitment/Class Governors</p> <p>OfSted training attended.</p>	<p>Chair</p>
<p>94/20 AOB</p> <p>Catering contracts approved and cleaning contracts discussed.</p> <p>Head also discussed the safeguarding audit with Governors.</p> <p>Governors discussed the budget and Chair will come into the school to have a run through before submission.</p> <p>End of year drinks for staff from Governors on 18th July.</p>	<p>Chair</p>
<p>95/20 Date of Next meeting: 05.07.23 @ 6pm.</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

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- 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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