



Learning God's Way

**FULL GOVERNING BODY MEETING**  
**Thursday 13<sup>th</sup> October 2022, 7pm in the Staff Room**

Meeting Focus – Children's Welfare

The meeting was opened in prayer.

|    | <p><b>Present:</b> Kate Goater, Mike Jee (Head), Al Knox,Carolynn Lorimer, Debbie Ricks, Martin Smith, Mark Standen<br/> <b>Apologies:</b> Emma Craughan, Helen Fletcher-Reilly (Chair), Rod Sharman, Chris Snell<br/> <b>Clerk:</b> Jennie Ring (via zoom)<br/> <b>Also present:</b></p>   | <b>Action</b> |
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|    | <p>The Chair welcomed new Parent Governor, Kate Goater, and invited her to introduce herself – a teacher by profession having worked in mainstream secondary schools for 30 years, then 3 years in a primary school for children with profound and multiple learning difficulties, now since 2 years ago working in an independent school for children with social emotional and mental health needs. She used to be a rugby player, until covid, and post covid plays hockey. Her 2 children are in reception and Year 1. This will be her first experience of school governance – looking forward to seeing schools from a different angle.</p> |               |
| 27 | <p><b>Apologies for absence</b> – were received and accepted from Emma Craughan, Helen Fletcher-Reilly, Rod Sharman and Chris Snell.</p>  |               |
| 28 | <p><b>Declaration of Interest</b> – none</p>  |               |
| 29 | <p><b>Urgent matters to be considered for inclusion</b> - none</p>  |               |
| 30 | <p><b>Approval of minutes of meeting 15<sup>th</sup> September 2022.</b> These minutes were agreed for signing at the next meeting the Clerk is attending in person.</p>  |               |
| 31 | <p><b>Reflection</b></p> <p>The meeting was quite gritty – there were clear discussions of plans and questions asked.</p> <p>Was there any feedback on governance from Ofsted? That didn't feature in the meeting at the end of the inspection. There was positive feedback on governance – the inspector noted the strong turnout of governors, the longevity of service of</p>  |               |

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|    | governors, and the breadth of backgrounds and experience represented on the board which supports strong safeguarding knowledge, and the ability to articulate, support and challenge. In the broadest sense leadership and management is good, and the Head expressed the view that this would have been true if it had been a section 5 inspection.   |  |
| 32 | <p><b>Matters arising</b></p> <p><b>General matters arising:</b> none</p> <p><b>Matters arising from the action table, September 2022:</b></p> <p>Item 1, minute 6 – there are plans to progress this during this week</p> <p>Item 4, minute 177 – this was discussed at a Senior Leadership Team (SLT) meeting yesterday, actions are in hand and a report will be submitted.</p> <p>Item 4, minute 179 – the closing date for nominations for the staff governor vacancy is 17<sup>th</sup> October, 9am. There is a staff member willing to take up the role if there are no other nominations. The Clerk proposed that governors publish a photo and some information about themselves on the school website to support governor visibility and approachability. Governors agreed and the Clerk agreed to send a brief to governors.</p> <p>Item 9, minute 11 – a reminder to governors to complete actions with reference to the statutory and good practice items – Keeping Children Safe in Education, Code of Conduct and Register of Interests.</p> <p><i>Debbie Ricks joined the meeting.</i></p> <p>Item 10, minute 12 – to do now that Mrs Ricks work schedule is freer.</p> <p>Item 13, minute 13 – it was decided to choose a day, to be confirmed, during Arts Week – the week beginning 22<sup>nd</sup> May - for a summer term governor day.</p> <p>Item 14, minute 14 – a reminder about completing NGA Learning Link module recommendations was given.</p> <p>Item 18, minute 18 – the data on moderation to be requested will be asked for when the LA Advisor is visits tomorrow.</p> <p>All other action points were complete or the business fitted better in a future meeting.</p> | <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Governors</b></p> <p><b>Head</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> |
| 33 | <p><b>Questions arising from monitoring visits</b></p> <p>There were no monitoring visits reported since last meeting.</p> <p>Plans are made or being made by governors to visit Year 1 and the Assistant Headteacher for Inclusion and to make visits regarding reading and subject leadership.</p>   |  |



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|    | <p>class have been expressing, how this has been handled in school and the issues around handling the situation balancing the best interests of all those involved.</p> <p>One or two parents have expressed verbally their desire to make a “formal complaint” – although at present the Head understands this to mean that they simply want their concerns taken seriously.</p>   |       |
| 37 | <p><b>Pupil mental health &amp; well being</b></p> <p>The Head summarised the notes provided just before the meeting.</p>   |       |
| 38 | <p><b>SEND/CLA/PP provision and progress</b><br/>(Special Educational Need and Disability/Children Looked After/Pupil Premium)</p> <p>The Head summarised the notes provided just before the meeting.</p> <p>From the SEN pupil voice a key area in which actions have been implemented is in developing these children’s independence with the introduction of independence bags. These contain tools the children use in their learning. This enables self-selection of tools during day to day work.</p> <p>SEN provision is the most rapidly developing and improving part of the school. The Lead Governor for SEN affirmed this being the case over the time she’s been monitoring it. Another governor expressed interest in knowing later outcomes for SEN children following transitions up the school years.</p> <p>Before, and as a foundation for developments, the emphasis is on quality first teaching and teachers taking responsibility for the children with SEN in their classes.</p> <p>With the beginning of the operation of the SSC will this mean addressing staff training needs for the type of child expected there? And that’s children with speech, language and communication needs? Yes, that’s the type of child expected at the centre. In December an advertisement for a teacher in charge will be published, aiming for an appointment at Easter. The LA will also provide training. The intention is to have 3 or 4 children at the centre in the first year, building up over a few years to its capacity of 12. Staffing ultimately will be the lead teacher and 6 support staff. The centre will bring training, capacity and understanding into the school, giving access and resources for children like the boy who was recently excluded. Will the children at the centre joint mainstream classes ideally? Yes that’s the aim – to have children in mainstream classes, with access to the centre and its resources at any time. Can we invite the Assistant Headteacher for Inclusion to speak to governors? Yes.</p> | Clerk |
| 39 | <p><b>Pupil voice</b></p> <p>The Head gave more detail on the pupil voice comment that children are “confident that in <i>most</i> cases adults would deal with their concerns”. There were one or two comments like this – related to lunch time staff – usually over minor relational issues. The overwhelming majority of the pupil voice indicated children feeling supported, safe and secure.</p>   |       |

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|    | <p>What was the parent view response for the inspection like? There were 32 responses. Parents were only given 12 hours to return responses. Does the parent view response match the children's responses? The Head summarised the parent responses on a mixture of topics, mostly positive, a few negative comments.</p> <p>Is the School Council up and running? Yes.</p>   |                          |
| 40 | <p><b>Evaluation of RE and collective worship</b> – there is no updated information available for this to date.</p>   |                          |
| 41 | <p><b>Admissions arrangements</b></p> <p>The admissions criteria have not changed in a long time. They only come into use if the school is oversubscribed. The likelihood of that is slim. A discussion took place on the factors affecting school intakes, pupil mobility, birth rates, new housing developments in the area, the effect the SSC and Ofsted outcome may have on admissions and actual/ideal class sizes. There is currently 400 children in school. The ideal number would be 420.</p>   |                          |
| 42 | <p><b>Y6 Leaver's Party</b></p> <p>It was agreed that the venue be the same as last academic year and the date would be Friday 14<sup>th</sup> July 2023.</p>   | <p><b>Mr Knox</b></p>    |
| 43 | <p><b>An extraordinary meeting of the governing body – discussion on model, constitution etc</b></p> <p>The Clerk summarised the contents of the document submitted as part of the meeting pack for governor's consideration. A discussion took place on some of the issues that would have been talked about at an extraordinary meeting including positive comments and concerns about the present structure; the possibility of a hybrid structure with one or two committees meeting termly; how the present agenda plans and individual items support the focii of each meeting and the Clerk's capacity to continue to work in the post with the addition of one or two termly committees. It was decided to defer a decision on whether to have an extraordinary meeting until the Chair's views could be heard and to decline the offer of November dates from West Sussex Governor Services.</p> |                          |
| 44 | <p><b>Policies</b></p> <p>The <b>Admissions Policy</b> is in process.</p> <p>There being 2 approvals on GVO for the <b>Safeguarding &amp; Child Protection Policy 2022</b> governors were asked to indicate approval at the meeting. The policy was approved.</p> <p>The Head agreed to ask the Assistant Headteacher for Inclusion to review the <b>Children Looked After/In Care Policy</b> and import into GVO whether there are any updates or not.</p>   | <p><b>Head Clerk</b></p> |

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| 45 | <b>5-minute tutorial on GVO</b> – Updating Register of Interests<br><br>It was decided to pass over this and have Chromebooks available at the November meeting to complete the updating of the Register of Interests, making it the first item on the agenda. | <b>Clerk<br/>Head</b> |
| 46 | <b>Chair’s action</b> – none   |                       |
| 47 | <b>Date of next meeting</b> – Thursday 10 <sup>th</sup> November 2022, 7pm, in the Staff Room.   |                       |

## ACTION TABLE

D = Done

P = In progress – give update

O = Still outstanding

|    | Minute: | Action from:  | Action by:   | Status |
|----|---------|---|--|--------|
| 1  | 32      | Clerk/Chair – ask for update on possible new Foundation Governor  | At meeting 10 <sup>th</sup> November                   |        |
| 2  | 32      | Clerk – ask if a report is ready – re cultural capital from SLT   | 1st November – 2 days before posting agenda and mtg pk |        |
| 3  | 32      | Clerk – compose brief and email governors re governor website info  | Post meeting   |        |
| 4  | 32      | Governors – approve Code of Conduct and Keeping Children Safe in Education. Update Register of Interests. | 10 <sup>th</sup> November                              |        |
| 5  | 32      | Head – email dates for future safeguarding meetings to Mrs Ricks  | Post meeting   |        |
| 6  | 32      | Clerk/Chair – ask for update on date for Governor Day in May – a day during the w/c 22.5.23               | At meeting 10 <sup>th</sup> November                   |        |
| 7  | 32      | Clerk – ask if moderation data is available from LA   | 1st November – 2 days before posting agenda and mtg pk |        |
| 8  | 34      | Chair – decide on and act on an acknowledgement for staff re Ofsted                                       | Post meeting   |        |
| 9  | 34      | Clerk/Head – an updated version of the school development plan for GVO following Ofsted?                  | Post meeting   |        |
| 10 | 38      | Clerk – invite Mrs Kemp, Asst HT for Inclusion to a meeting – agenda planning                             | Post meeting   |        |
| 11 | 42      | Mr Knox – Leaver’s Party arrangements – update/request approval of funds?                                 | At meeting 10 <sup>th</sup> November                   |        |
| 12 | 44      | Head/Clerk – progress on Children Looked After/In Care Policy – to GVO                                    | 1st November – 2 days before posting agenda and mtg pk |        |
| 11 | 45      | Clerk/Head – agenda planning, chromebooks at next meeting   | 20 <sup>th</sup> October and 10 <sup>th</sup> November |        |