



Bishopton Primary School Governing Board

FGB Meeting Minutes

15th May 2025

		ACTION	
1	Welcome and Apologies Present: TP; SS; MC; MS; AS In attendance: SL Apologies: ES; CH; JG NP not in attendance – no apologies received		
2	Declaration of interests None declared		
3	Constitution of the Governing Board One vacancy remains for a co-opted governor Further vacancies will be arising in the next academic year (one parent governor and one co-opted governor who could also be a parent). Ideas invited for possible sources and opportunities to encourage involvement – local nurseries (parents), new parents evening. Contact to be made with Stratford School for possible interest Newsletter – no response. An advert to be produced for the newsletter. Flyer to be handed out at parent events – SL to produce for Friday 23rd	Investigate sources & attend new parents evening Advert to AS Produce flyer	MC SL SL
4	Minutes of last meeting FGB 27 th March 2025 - agreed and signed Confidential Minute 27 th March 2025 - agreed and signed	Send pdf to AS for website	SL
5	Matters arising Matters Arising Action points from FGB 27th March 2025 Send pdf to AS for website Governors to meet with Portfolio Holders to review TP had asked AS for the PH to provide short written reports for governors showing evidence of what was achieved which would form the basis of monitoring in the next year. This will be an action from this meeting for AS. Distribute Summer Term proforma for monitoring Investigate ideas for attracting new pupils		
6	Headteacher update Position Statement - characteristics, attendance, safeguarding pages are the only pages changed each term.		



Governors noted the remarkable in-year transfers across the school - +39 over the whole year so far. These have come from local house-building, transfers from local schools and families moving into the area. Older siblings are also gained when Reception places are confirmed. SEND support has increased, with 100% increase in Education & Health Care Plans (EHCP) - one has been supported for 18 months without extra funding now bringing in £15000. Funding stays with the child so if this child moves to another school the funding goes with them. Specialist provision has to pay the first £10000 What is the situation regarding SEND paperwork? AS/VC are managing this between them. There are time issues with Annual Reviews that are part of each EHCP, with 5 hours required for each one. HH is on a phased return and taking on more work gradually. SATs have gone well – papers appeared fair. Non-attendance results in award of zero – one child on holiday will complete the tests in order to have data to pass on although this will not be counted in overall results. Two children have been disapplied as they are working below the standards of the tests. However, the whole cohort counts towards the results so this means that the maximum possible is 95% this year. Governors were advised that they will need to read the data from this academic year more carefully as this is the biggest cohort ever (58 children) and a significant increase on last year. How is the school measuring the impact of mobility? In-year intake forms are now in place to establish baseline for these pupils. These will inform provision in school and provide evidence for OFSTED. The form includes: • A section for parents to complete – handed to class teacher; • Pupil in class acts as ‘shadow’ – guidance is provided for this; • First week call is made to parents – initial feedback; • Second week – teacher assessments carried out and assessed against age-related expectations; • Third week – questionnaire for parents is sent out. Feedback on the process will enable any adjustments to be made; • If parents respond to any question with a ‘disagree’, they are invited in for chat. Requests will be made for permission to publish any positive comments. Governors requested a copy of the form and questionnaire.	Form to SL for distribution	AS
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	This has ensured consistency of induction programme and a more formal pack of evidence. If we are claiming that mobility is affecting data, then we will be asked what we are doing about it. Inspections now are to validate schools' own judgement so anything that supports the school judgement is most important. Some of the new starters arrive with no English at all. One child who came in Y3 with no English has just sat her SATs so superb progress has been made. Y4 begin KES visits next week. This will continue as they move into Y5 until next Easter Y6 swimming to stop next year as this has been affecting attendance as a result of body issues. Y3 will go in their place – Autumn Y5 Spring Y4 Summer Y3 moving forward. Safeguarding issue – the 'staff' refers to two agency workers who came in at Christmas time – no case to answer but staff have not been back since.		
7	Strategic development Positive feedback has been received regarding KES link Monitoring for next meeting – monitoring proforma has been sent out for Summer monitoring with a focus on impact. Governance Matters – 1. Governor required for LAC children – confirmed as AS 2. Sustainability & Climate action plan – confirmed that the Green Flag/ECO covers this – Liz Hanson leads Staff wellbeing – how are staff coping with the death of RR? This has been dependent on individual relationships - some are coping better than others. Support has been offered and some have taken up this offer. Whilst teaching, staff are able to go into 'performance mode' so they are able to compartmentalize. AS was praised for the way this tragic situation was handled and communicated with all those who needed to know, particularly as this was during the holidays. Support from LA was acknowledged. Some staff will attend the funeral in Kent – a memorial service is planned for Friday 30th June (during half term)		



8	Finance Governors approved the budget submission. Paper provided by GTP showing additional pupils needed to balance the budget – need 50 more than until 2027/2028. Discussion followed on how to attract more pupils: • There is a lot of activity on Facebook asking for comments/ recommendations on BPS. These are largely positive but when negative comments are made, the school is usually informed and many parents who are staunchly pro-school will respond. This would not be suitable for advertising but a discussion forum to monitor. • Linked in page will be advertised on Newsletter this week. • A news release highlighting connection with KES has been suggested– Head at KES is going to explore this. Feedback from parents, staff and children will be sought. An approach to the Local Authority to cap Reception intake so that the school could have one class in R was refused. 34 have now been accepted so 2 classes are required. Governors were asked to reconsider the decision made at the last meeting as the option selected to help move towards balancing the budget would result in potentially turning away 19 children. 14 classes would give unlimited entry across the school. There is risk in the short term but more flexibility moving forward and the net plus 39 since September is a powerful argument – same next year would take the situation beyond where we need to be to achieve a healthier budget. In addition, the building of Shottery school has been put back to 2026/7 Governors agreed to the proposal to move to 14 classes		
9	3. AOB <i>Items to SL prior to meeting please</i> MC agreed to produce the governor contribution for the eulogy AS will be reading out at memorial service. A Justgiving page has been set up for a memorial bench for RR.		
Meeting closed 6.10 Next meeting – Thursday 19th June 2025 @ 4.30pm			
Minutes agreed CHAIR OF GOVERNORS T Pearson Signed: Date:			