



Bishopton Primary School Governing Board

FGB Meeting Minutes

19 October 2023

Bishopton Primary School Governing Board																																													
FGB Meeting Minutes																																													
19 October 2023																																													
		ACTION																																											
	Prior to the official meeting, newly appointed staff were invited to meet with governors who introduced themselves and enjoyed an informal chat.																																												
1	Welcome & Apologies Present: TP; SS; LP; ES; JD; AS; OT In attendance: SL Apologies: (statutory) DS Attendance register has been updated and is now on the website.																																												
2	Declaration of interest: (statutory) Most governors have confirmed acceptance of the Code of Conduct and that they have read the key documents.	Follow up on gaps in confirmations – send copy to AS	SL																																										
3	Constitution of the Governing Board: (statutory) There are 2 vacancies on the Governing Board – one co-opted and one LA governor. TP attended the governor conference and highlighted the situation, requesting any possible interest to be referred to the board.																																												
4	Minutes of last meeting The minutes from the FGB Meeting of 29 June 2023 and the Business Meeting 14 Sept 2023 were agreed and signed.																																												
5	Matters Arising <table><tr><th colspan="3">Matters Arising</th></tr><tr><th colspan="3">Action points from FGB 29th June 2023</th></tr><tr><td>Inform Governor Services of ASk resignation</td><td>SL</td><td></td></tr><tr><td>Sign minutes</td><td>SL</td><td></td></tr><tr><td>Parent Survey results - Share comments through newsletter and discuss press release</td><td>LP</td><td></td></tr><tr><td>Upload draft calendar to govhub</td><td>SL</td><td></td></tr><tr><th colspan="3">Action points from FGB Business meeting 14th September 2023</th></tr><tr><td>Update Governing Board Membership form & send to Governor Services</td><td>SL</td><td></td></tr><tr><td>GIAS update</td><td>SL</td><td></td></tr><tr><td>Update and change review dates for Terms of Reference and Standing Orders</td><td>SL</td><td></td></tr><tr><td>Sign to confirm key documents have been read</td><td>All govts</td><td></td></tr><tr><td>Monitor governors who have signed key documents</td><td>SL</td><td></td></tr><tr><td>Update confirmed meetings schedule/annual planner and upload to gov hub</td><td>SL</td><td></td></tr><tr><td>Send attendance register to AS for website</td><td>SL</td><td></td></tr></table>			Matters Arising			Action points from FGB 29 th June 2023			Inform Governor Services of ASk resignation	SL		Sign minutes	SL		Parent Survey results - Share comments through newsletter and discuss press release	LP		Upload draft calendar to govhub	SL		Action points from FGB Business meeting 14 th September 2023			Update Governing Board Membership form & send to Governor Services	SL		GIAS update	SL		Update and change review dates for Terms of Reference and Standing Orders	SL		Sign to confirm key documents have been read	All govts		Monitor governors who have signed key documents	SL		Update confirmed meetings schedule/annual planner and upload to gov hub	SL		Send attendance register to AS for website	SL	
Matters Arising																																													
Action points from FGB 29 th June 2023																																													
Inform Governor Services of ASk resignation	SL																																												
Sign minutes	SL																																												
Parent Survey results - Share comments through newsletter and discuss press release	LP																																												
Upload draft calendar to govhub	SL																																												
Action points from FGB Business meeting 14 th September 2023																																													
Update Governing Board Membership form & send to Governor Services	SL																																												
GIAS update	SL																																												
Update and change review dates for Terms of Reference and Standing Orders	SL																																												
Sign to confirm key documents have been read	All govts																																												
Monitor governors who have signed key documents	SL																																												
Update confirmed meetings schedule/annual planner and upload to gov hub	SL																																												
Send attendance register to AS for website	SL																																												

6	Headteacher Update <i>Papers sent out prior to the meeting:</i> • <i>HT report</i> Governors were informed that Key Stage 1 national testing has now ended and there is no longer a requirement to publish outcomes. The school will still use the national test papers but for internal purposes only. Is this a good thing? It is useful to carry out assessments but the way data is used to make judgements across different schools and cohorts is questionable. It is better to use the outcomes to highlight strengths and weaknesses of cohorts and individual children and identify the need/focus for intervention. Are you happy that you have enough quality assessment data? There is a robust assessment scheme in place across the school and the test papers will be used as part of that. Is phonics testing at KS1 to continue? Yes, along with Y4 mathematics and Reception baseline testing. The overall picture regarding the data is good although it has been identified that standards at the end of KS2 will not be as good as previous years. The results for this cohort were already lower and 7 children who have been added recently are all at the lower end of the ability range. Some interventions have been put in place for reading but there is not enough time to make a difference for the new children. The level of need lower down the school is becoming more extreme, with non-verbal and severe developmental delays that are unsustainable in mainstream education. A formal complaint has been made regarding one child who now has a place at Welcombe Hills (specialist provision) from 13 Nov. The Head of SEN at the LA has been invited into BPS to observe the issues first hand – TP to attend. Is there provision in place for all those in need – with care plans? Some – posts have been advertised but no applications received. Early identification towards funded care plans is crucial but, whilst funding with care plans has increased, this is still not enough to attract applicants and there is not enough specialist provision in Warwickshire. The LA is planning to extend their specialist provision through schools and units but this is not meeting the needs of the growing numbers of children unable to cope. Behaviour – the new system of split break and lunchtimes is easier to monitor and is working well. The new restorative practice system is also working with children given one chance to rectify situations and repeat behaviours resulting in the loss of break and lunchtime. There are currently issues with Y6 and their use of social media which are being followed through. It was agreed that the planned safeguarding training would take place at the next FGB meeting on 30 Nov 2023. Governors were informed that green forms are still being collected, monitored and followed where necessary.		
7	Strategic Development <i>Papers sent out prior to the meeting:</i> • <i>School Data Position Statement 2023</i> • <i>Learning Improvement Plan 2023-2024</i> Data – it was noted that the deprivation measure for BPS is double the consortium average whilst many of the outcomes are above consortium and national levels.		

	LIP – the priorities for 2023-2024 are based on OFSTED outcomes and feed into HT and teacher targets. It was agreed that the priority for governors is to embed the work that they have started on monitoring and their strategic role. Priority: EMBED GOVERNORS' STRATEGIC VIEW OF WHOLE SCHOOL DEVELOPMENT There followed a discussion relating to the involvement of BPS in the possible creation of a local MAT – details are held in a separate confidential file.		
8	Finance <i>Papers sent out prior to the meeting:</i> • <i>Summary financial report Autumn 2023</i> Governors were encouraged by the figures in the summary financial report. Approval was sought for the following projects: • Replacement Trim Trail - £30 - £35k. Funded by the income received for the Afghan children who are no longer attending BPS. • ICT hardware – 60 ipads and trolleys – ICTDS quoted around £18,246 plus £655 per annum for the licences. Funded from Capital, balance of around £2000 from FOBS and the Town Trust. • Replacement interactive whiteboards – 5 are broken (they are 18 years old and had an original shelf-life of 6 years) – plus a laser projector and new screen for the hall. Funding of around £10,000 will come from Capital and Town Trust. It is proposed to purchase 30 laptops after April 2024. A grant of £909 from the BUPA foundation will be spent on mature trees to enhance the Forest School area. Money is also coming to fund the 90 books project in the library from the Tesco blue token scheme. Is the sound system in the hall to be replaced? This has been checked and it would appear that the issue is with the trunking and moving the cabinet in and out. This will be addressed and the situation monitored. Governors approved all projects.		
9	Policies <i>Papers sent out prior to the meeting:</i> • <i>Behaviour</i> • <i>Whistleblowing</i> • <i>Staff Behaviour</i> • <i>Child Protection & Safeguarding</i> All approved.	Updated policies on website	AS
10	Website Checklist is now complete and the website is fully compliant.		
11	AOB Parent/carers survey for Reception – questions were agreed and the survey will be sent out in the first week of next half term. Annual Planner – Strategic Development now appears on every agenda.		

	Staff Christmas – governors agreed to hold an after-school drinks and nibbles event following the success of last year. Date to be confirmed.		
	Meeting ended 6.53pm		
	Next meeting: FGB Thursday 30th November @ 4.30pm in school		
	Minutes agreed		
	Signed: T Pearson	CHAIR OF GOVERNORS	Date: