



Bishopton Primary School Governing Board

FGB Meeting Minutes

1 February 2024

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		ACTION																									
1	Welcome & Apologies Present: TP; SS; LP; ES; AS In attendance: SL Apologies: (statutory) DS Check that attendance register on website is the updated version	Check – send updated as required	SL																								
2	Declaration of interest: (statutory)																										
3	Constitution of the Governing Board: (statutory) The governors formally accepted the resignation of JD. There are currently vacancies for 2 co-opted and 1 LA governor. Action has been taken to advertise the posts with possible interest. Two visits have been made to school to find out more. The information will be reposted on the Stratford Forum It was noted that DS has been unable to attend meetings so far this year. A discussion regarding timings of meetings followed, with the possible consideration of offering those who cannot attend the opportunity to do so on Teams	Post info on Stratford Forum Contact DS re possible use of Teams for meetings	LP TP																								
4	Minutes of last meeting The minutes from the FGB Meeting of 30 Nov 2023, including the confidential minute, were agreed and signed. The confidential minute from 17 January will be circulated and signed off at the next meeting.	Send pdf versions of minutes for website to AS	SL																								
5	Matters Arising <table><tr><th colspan="3">Matters Arising</th></tr><tr><th colspan="3">Action points from FGB held on 30th November 2023</th></tr><tr><td>Post Governor advert on Facebook</td><td>LP/TP</td><td></td></tr><tr><td>Safeguarding ppt sent to all governors</td><td>AS</td><td></td></tr><tr><td>Contact Ross Caws re possible presentation to governors on SEND</td><td>AS</td><td></td></tr><tr><td>Contact TP, ES &DS for approval for outdoor play area</td><td>SL</td><td></td></tr><tr><td>Send additional comments from Reception Parent Survey to Reception Staff</td><td>LP</td><td></td></tr><tr><td>Upload survey results</td><td>AS/VC</td><td></td></tr></table> There has been considerable progress on the play area. Health & Safety have identified some snags and the contractors will return and address these. The groundwork needs to be dealt with before the children can access it as it is too muddy at the moment. The survey results have been sent out directly to parents – they are not uploaded to the website.			Matters Arising			Action points from FGB held on 30 th November 2023			Post Governor advert on Facebook	LP/TP		Safeguarding ppt sent to all governors	AS		Contact Ross Caws re possible presentation to governors on SEND	AS		Contact TP, ES &DS for approval for outdoor play area	SL		Send additional comments from Reception Parent Survey to Reception Staff	LP		Upload survey results	AS/VC	
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6	Headteacher Update to include Safeguarding training for Governors <i>Papers sent out prior to the meeting:</i> • HT Report • Autumn 2 Standards for Reading, Writing & Maths • Safeguarding Training ppt slides Of 74 applications for admission Sept 2024, 34 are first choice and 16 second choice. Two Reception classes will therefore be required for September. Numbers in will match those leaving from Y6 so no impact on budget. Governors were alerted to the fact that there are currently 51 children in Y5 so there will need to be a significant increase in first choice applications or numbers across school to avoid a shortfall in the next financial year. Governors were informed that the expectations of some parents have become more extreme, with toilet training and behaviour outside school cited as examples. There is currently a Reception child functioning at a much lower age and therefore inappropriately placed in mainstream education which puts pressure on school staffing. Is this having an impact on the other children? No – the data shows that all girls are on track and the majority of boys (all bar two). Early support for these parents is just not in place. Is there a reliance on emails – which could be misconstrued and easy for parents to respond in anger or frustration - as the main form of communication with parents? All emails from parents are dealt with following the procedure of acknowledge, investigate and agree timescale for response. Phone calls/face-to-face meetings are made as necessary. One family has actually asked not to be informed of incidents in school, preferring to take the view that what happens in school stays in school. An appeal has been lodged against accepting a pupil permanently excluded from elsewhere – the school is still awaiting the outcome. Standards – the reading differential between SEND and non-SEND appears to improve as they go through the school – why? This is related to the proportion of the cohort with SEND or the nature of SEND (which could be emotional rather than learning). In Y5, data for the non-SEND group is lower than the SEND group for Reading and Maths – why? This is either undiagnosed SEND or the nature of SEND in that year group. Writing % is lower in later years – why? The figures are affected by children coming into the year group. In Y6, only 19 of the current 33 started in Reception. Improvements for Y2 based on data at the same time last year were noted. This is as a result of excellent teaching combined with the extra year of immersion in the National Curriculum. Safeguarding training ppt: • Trans children – advice is to use name rather than pronoun. This is covered in KCSiE 2023 in more detail; • E-safety week beginning 5th Feb with a focus on online safety; • Green forms work for BPS – no plans to move to electronic recording at this stage;		
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	- Recording low-level concerns is key for dealing with escalating/ongoing issues – important to know when the concerns began. - Governors are invited to attend the full training planned for September 2025.		
7	Strategic Development See the minutes of the confidential meeting held on 17 th January 2024	Circulate minutes	SL
8	Finance The finance meeting is to be held next week – an update on budget will follow. SFVS deferred to next meeting.	SFVS on next agenda	SL
11	AOB - Staff thank you party – suggested date Wednesday 26th June 3.30 – 4.30pm - Rubbish Friends – KM and TP to attend		
	Meeting ended 6.35pm Next meeting: FGB Thursday 21st March @ 4.30pm in school		
	Minutes agreed Signed: Date: T Pearson CHAIR OF GOVERNORS		