



FOURLANESEND COMMUNITY PRIMARY SCHOOL

Minutes of a meeting of the full Board of Governors of Fournalanesend C.P. School held at the school on Wednesday, July 12th 2023 at 1.30pm

PRESENT: Mrs Fran Ferguson, Mrs Rebecca Norton (Headteacher), Mrs Vicki Richards, Mr Ben Rimron, Mrs Sue Robinson, Mr Piers Taylor.

APOLOGIES: Major Adrian Battley.

IN ATTENDANCE: Miss Caroline Stone (Clerk).

- 1. Apologies for absence:** Major Battley sent apologies for absence which were accepted.
- 2. Opportunity to declare pecuniary interests:** No new pecuniary interest forms were declared.
- 3. Minutes of the full Board meeting of May 17th 2023:** Governors approved the minutes of the FGB meeting of May 17th 2023 to be a true and accurate record of the meeting. The minutes were signed by the Chair on behalf of the Board to reflect this.
- 4. Matters arising from the minutes:**
 - a. All actions completed.
- 5. Head's Report:** the Head's Report had been circulated in advance of the meeting.
 - a. Staff will be evaluating this year's School Development Plan this evening.
 - b. There have been issues with bad behaviour spilling over from outside events into school. The school is not alone in having encountered this. Aggressive behaviour has been displayed in school following police involvement, arguments outside or family feuds. Adults have been getting involved. The school has acted rapidly and decisively to counter this. The whole class has had a zero tolerance to violence emphasised. It will be highlighted again next year and put into writing and followed through with the behaviour policy and PSHE classes. Rough and tumble play in lunchtimes will be stopped since it can easily spill into aggression. Parents will be made aware that the school does not tolerate it. It was noted however that the ethos of the school is good. A verbal warning stopped the behaviour. Issues that arise with pupils outside school will also be addressed since they affect the school's reputation.
 - c. A Governor questioned the use of the Ofsted statements since they have already been addressed. There will be clear signposting to the corresponding actions in the evaluation.
 - d. The SIP is due in school tomorrow and will look at knowledge retrieval which was one of the Ofsted comments. Mrs Robinson said that she was planning a visit in September to do SMSC and can do that on a wider basis including knowledge retrieval. A pupil's comment was reported to Governors – on hearing the SIP was coming in "It's not that man who came in before, he made everybody sad". He was recalling the Ofsted inspection.
- 6. Teaching and learning updates:**
 - a. Class structure for 1023-24:
Class Lynher – Y5/6 Mrs Cunningham and Mrs Ferguson with Mrs Adams (Class Teaching Assistant).
Class Tamar – Y3/4 Mr Gargan and Mrs Green with Mrs Welch (Class Teaching Assistant).

Class Cremyll – Y1/Y2 Miss Gillespie teaching English, Maths and Science; Mrs Cunningham teaching Computing, Music, PSHE, PE and RE; Mrs Norton teaching Art, D/T, History and Geography with Mrs Fiore (Class Teaching Assistant).

Class Plym – FS Miss Gillespie and Mrs Gibson (Class Teaching Assistant and Higher Level Teaching Assistant).

Our top end of school – the new build area will house Classes Plym and Cremyll. The lower part of school – the old building will house Classes Tamar and Lynher.

From September Emma Cunningham will become SENDCo.

The staff team are excited about the plans. A Governor challenged the effect on the Head of teaching an afternoon. The Head said that she had had to take a week out to take children on the residential which has on-going impact. It is easier to take an afternoon teaching than to integrate a new member of staff into school. It also gives the Head the in-depth knowledge of the subject to be able to talk it through with inspectors.

b. SATs data:

KS2 SATS: Item in confidential appendix

7. Finance:

- a. Budget monitoring: the LFS technician has not produced accounts for the school and the Head needs to adjust the budget to take account of the changes to staffing. Governors were given the year-end statement which shows a very healthy level of reserves thanks to the Head's typically prudent management of the finances.

8. Safeguarding, SEND, CiC :

- a. Item in confidential appendix.
b. Item in confidential appendix
c. The s175 was submitted on time having been reviewed by the Safeguarding Governor.
Item in confidential appendix

9. Staffing:

- a. Item in confidential appendix.
b. Item in confidential appendix
c. Item in confidential appendix.
Item in confidential appendix.

10. Staff health and wellbeing:

- a. Staff are looking forward to the new year. The Head commented what a good team it is. The Chair asked if staff feel supported by Governors? the answer was an emphatic yes. Staff have expressed a hope that Governors will stay in place until after the next Ofsted inspection and see the journey through with them.

11. Premises and Health and Safety issues:

- a. Backlog maintenance: The cost of the backlog maintenance has come through and the project is priced at £93,255. The school is likely to be expected to cover ten percent of the cost. It covers fire doors, improving the compartmentalisation of the building, water ingress prevention, cable supports and removal of redundant electrical services. The work will start on the 24th. The Head cannot tell at the moment whether the school can afford this since she has not received an updated budget statement.
- b. Other premises and Health and Safety issues: a new PE shed is needed. The Head is waiting for quotes.

12. Data Protection: a former parent has requested data. The school is complying with the query within the bounds of the law.

13. Items brought by the Head:

- a. The Head went on parent complaint training with Wulfestans, when it was suggested that policies should stop complaints from parents whose children are no longer at the school. The clerk agreed that there should be constraints on who can bring complaints. Different model policies will be compared with a view to reviewing the school policy. The LA has said that unfounded complaints from parents are on the rise and they are not following procedure but going immediately to the LA and Ofsted. Parental engagement will be part of the SDP. Parents will get a termly reminder of the Open Door policy. Often if parents would speak to the school their concerns can be allayed. A Governor suggested that the FAQs which are sent home to parents be occasionally refreshed in the school newsletter. The head felt this was a good idea.

14. Governing Body issues:

- a. Governor visits and visit reports: The December PE visit report has been completed. A Safeguarding visit has been done and the SCR checked. Mrs Robinson has given a new form to the office to evidence the checking of the SCR.
- b. Governor training: Mrs Robinson done her GOV9 safeguarding training and safer recruitment training.
- c. Governor recruitment and appointments: A request in the Sports Day leaflet for governors had resulted in a candidate who is an ex-pupil with business and organisational experience. Governors voted unanimously for Jay Blue to be appointed a co-opted governor.

15. Dates for future meetings:

FGB meetings

Wednesday, October 11th at 1.30pm

Wednesday, November 22nd at 1.30pm

There being no other business the meeting closed at 3.06 pm.

Chair.....

Date.....

ACTIONS

New Actions

Date

Responsible Person

Look for different model complaints policies

Clerk