

AUTUMN TERM 2022

TURNFURLONG INFANT SCHOOL

MINUTES of the meeting of the Full Governing Board – Curriculum Focus of Turnfurlong Infant School held at the school on 6th December 2022 at 9.00am

PRESENT:

Mrs C Austin

Mrs H Burnett

Mr M Elshimi

Mrs G Hudson

Mr R Lloyd

Mrs R Ochiltree (Headteacher)

IN ATTENDANCE

Mrs R Weymouth (Clerk)

APOLOGIES:

Mr D Burry

Mrs K Henry

ACTION

1 WELCOME AND APOLOGIES FOR ABSENCE

The Chair opened the meeting and thanked Governors for attending. Apologies were noted and accepted.

Mrs Burnett was welcomed to her first meeting as a Governor.

2 NOTIFICATION OF ANY OTHER BUSINESS

The following items would be discussed under Any Other Business;

- Governor Training

3 DECLARATIONS OF INTEREST

Mrs G Hudson declared that she is a Governor at Turnfurlong Junior School and works at the PRU.

Mrs Burnett advised that she works at Ashmead School in the Initial Teacher Training team.

4 APPROVAL OF MINUTES OF THE PREVIOUS MEETING HELD ON 25th MAY 2022 and 10th NOVEMBER 2022

The minutes of the meeting held on 25th May 2022 and 10th November 2022, having been circulated, were confirmed.

4.1 MATTERS ARISING

Musical Instrument Quote

The Headteacher advised that this was an action following a Governor subject visit. The budget cannot currently sustain the purchase of new instruments.

Is there another way the school could get instruments? Responding, the Headteacher advised that if other schools have spare instruments or resources these are shared by Headteachers. The Subject Lead is also proactive in terms of her co-ordinator role, and she keeps abreast of forums as part of her CPD.

Staff Survey

The Headteacher advised that the Staff Survey had not yet been carried out but would be circulated to staff before the end of the Autumn Term.

How often are staff surveys conducted? Responding, the Headteacher advised that surveys are completed annually. The survey results last academic year were more challenging and was followed up by supporting staff with their mental health. The school are also considering using an external company to carry out the survey a few times a year, focusing on different elements rather than just annually.

If something in the results was a concern, would you look at this again in the following survey? Responding, the Headteacher advised yes.

The Staff Governor also has a pivotal role and can feedback concerns to the board. The Staff Governor is also a very efficient year leader.

SLT also discuss staff wellbeing once a week during SLT meetings and a weekly meeting takes place with TA's so that they are able to raise any queries or concerns. Some TA's have asked for a suggestion box and this will be implemented in the Spring Term.

Pay Policy

Circulated prior to the meeting Governors reviewed Pay Policy. Governors asked;

Pay Policy was sent around to all Governors via email and Governors were asked to approve it outside of a meeting. This can be challenging when the context of the document is not understood, yet the policy is important as it is about teachers pay. Some context around what was required would be beneficial in future.

After discussion it was agreed that the Clerk would provide Governors with a flowchart of the Pay Review Committee process.

Governors noted that the policy had been agreed via email.

Clerk

Governors formally adopted the policy.

5 CURRICULUM AND DATA

Data

The Headteacher advised;

- Attainment data is being added to Pupil Asset and will be shared with Governors in the Spring Term.
- EYFS data will be shared with Governors in January 2023. Predictions show that Good Level of Development (GLD) is higher than last year. The Reception cohort is strong and has settled well.
- Year 1, who have been a challenging cohort in the past are also more settled.

Is there a notable difference if children come from the school's nursery? Responding, the Headteacher advised that 1/3 of each year group come from the school nursery. The school's nursery class has higher numbers of EAL, Pupil Premium children and funded 2 year old places indicating economic deprivation. Children that attended the nursery or EYFS Pupil Premium children do better in each Key Stage, and this makes a big difference in narrowing the gap for more vulnerable pupils.

Mr Lloyd arrived at 09.32am.

The impact of the school nursery longer term could be compared to KS2 SATs results in future.

Curriculum Subject Review

There was no review available at this meeting.

Curriculum update

The Headteacher advised that she had met with co-ordinators at Turnfurlong Junior School and The Grange to review the curriculum map. This noted a change required to geography (volcanoes) in Year 2 which will be reviewed.

The music specialist at Turnfurlong Junior School has been visiting the school and delivering music and singing with Year 2 children. This enhances the curriculum and also benefits transition into Year 3 for these children.

An African drumming workshop will visit the school in January 2023. The school have lots of African drums and this will also help to enthuse teachers to use them in class.

Educational Visits

Circulated prior to the meeting, Governors commented;

The messages that the school sent out to wish families happy Eid and Diwali were very much appreciated.

The Headteacher advised that the school will also have a celebration for the Kings coronation.

When is the school's birthday? Responding the Headteacher advised 2024.

6 GOVERNOR SUBJECT VISITS

There were no Governor Visit Reports for discussion at the meeting.

7 WELLBEING

7.1 STUDENT SURVEY

The Headteacher advised that it would be beneficial to disseminate another student survey looking specifically at childrens experience of lunchtime. Apart from 3 groups of children that have support at lunchtime, other children are on the playground together for 15-20 minutes and space is limited especially when playing running games. It would be useful to review what resources are available for children to use at playtime to ensure quality of play.

Do the school have Play Leaders? Responding, the Headteacher advised that some Year 2 children are Play Leaders, but they are still very young and so can find the role challenging to follow. It may be possible for Year 6 Play Leaders from the Junior School to assist.

7.2 STAFF

This item had been discussed earlier in the meeting.

8 POLICIES

Circulated prior to the meeting, Governors agreed the Teaching and Learning Policy.

9 DATES AND TIMES OF FUTURE MEETINGS

The following dates and times of future meetings had previously been agreed:

Autumn Term:

8th Dec 22 - FGB

ACTION

Spring Term:

2nd Feb 23 – F & P

8th Mar 23 – P & C

23rd Mar 23 – FGB

Summer Term:

11th May 23 – F & P

24th May 23 – P & C

15th Jun 23 - FGB

13 ANY OTHER BUSINESS

Governor Training

The Headteacher reminded Governors to add Safeguarding Training completed on 1st March 2022 to their training record on GovernorHub.

Mr Elshimi advised that he would complete PREVENT training.

All Governors

14 CONDUCT OF MEETING

Governors confirmed that the meeting was conducted in an open manner and that all governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these minutes **(with the exception of any Restricted Confidential Minutes).**

The meeting closed at 10.15am.

Signed Date

CHAIR