

## SUMMER TERM 2023

### TURNFURLONG INFANT SCHOOL

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**MINUTES** of the meeting of the Full Governing Board – Curriculum Focus of Turnfurlong Infant School held via Zoom on 24<sup>th</sup> May 2023 at 4.00pm.

**PRESENT:**

Mrs L Arnott

Mrs C Austin

Mrs H Burnett

Mrs G Emmanuel

Mrs G Hudson

Mr R Lloyd

Mr M Madawan

Mrs R Ochiltree (Headteacher)

Mrs K Stewart

**IN ATTENDANCE**

Mrs R Weymouth (Clerk)

**APOLOGIES:**

Mr D Burry

## ACTION

**1 WELCOME AND APOLOGIES FOR ABSENCE**

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

**2 NOTIFICATION OF ANY OTHER BUSINESS**

The following items would be discussed under Any Other Business;

- Library Development

**3 DECLARATIONS OF INTEREST**

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

Mrs H Burnett advised that she worked at Ashmead School SCITT.

**4 APPROVAL OF MINUTES OF THE PREVIOUS MEETING HELD ON 11<sup>th</sup> MAY 2023**

The minutes of the meeting held on 11<sup>th</sup> May 2023, having been circulated, were confirmed.

**4.1 MATTERS ARISING**

Minute 5.2 - The Headteacher advised that an update would be provided at the next meeting on GovernorHub and The Key purchase.

**Agenda****5 CURRICULUM****Student Data**

Circulated prior to the meeting, Governors noted Spring Term data. The Headteacher advised;

- The data was taken before the Easter break and looks at the progress for KS1 children from the beginning of the academic year, their first entry point to KS1 in Year 1 and compares attainment to Year 2 this year and the same cohort 12 months previously.

**Is there any concern in Maths? Having looked at the corresponding data from the previous year data looks like it has declined?** Responding, the Headteacher advised that this has been discussed with Year 2 teachers who are predicting fewer children working at Greater Depth (GD) but a high number of children reaching the expected standard. Maths attainment is also assessed on where a child is on the Learning Ladder which is about curriculum coverage. Whilst the data has declined slightly this is not a concern. There is a new teacher in Year 2 who is being supported with their teacher assessment and last year's data was very high as a comparator. Of the 3 areas, the strengths of last year were the positive reading and writing results.

**Pupil Premium and SEND children are doing well.** Responding, the Headteacher advised that they are, and this is very positive for the children and the school.

**There is a gap in reading and writing. Is this attributed to Storytelling Schools or are you aware of or given thought to why this is?** Responding, the Headteacher advised that Storytelling Schools has had a big impact on writing and for EAL children or those that need language enrichment. With reading, whilst phonics is strong, comprehension needs to be a focus for next year. The school are taking part in Voice21 but may look at a programme called Talk for Reading. This will also be a focus for the next Parental Involvement. Comprehension will have a 2–3-year improvement plan.

**Curriculum Update**

The Headteacher advised that Curriculum Maps are on the school website and the curriculum is followed. Some off timetable enhancements have taken place such as Coronation events.

The school will now start to plan the School Improvement Plan and priorities for next academic year. Voice21 and comprehension will be the priority.

SATs will not take place next year and therefore the school will need to consider end of year assessments. Whilst this won't need to be reported to the LA or nationally, this could be aligned to Turnfurlong Junior School.

### **Curriculum Enhancements**

The Headteacher advised that lots of curriculum enhancement continues.

Year 1 have visited Warwick Castle and will attend the Mosque. Year 2 have been to Woburn and Reception children to Waddesdon Manor.

Parent Involvement will be taking place in June with comprehension as a focus. Key vocabulary that children need to be able to access has been added to the website and Pupil Premium children have been provided with a summary.

**In terms of comprehension, does the SEF need updating with something around this?** Responding, the Headteacher advised that the SIP will be updated at the end of the academic followed by the SEF.

## **6 GOVERNOR SUBJECT VISITS**

Circulated prior to the meeting, Governors noted the SEND Governor Report. The SEND Governor advised;

- The SENCO is very knowledgeable about children and their families, has lots of experience and is a great asset to the school.
- During the visit the SENCO talked about development points that tie in with the SIP, the Sensory Room and training she has implemented for TA's.
- The SENCO also discussed the Headteacher's Lunchtime Club and the positive impact of this on children and the reduction in restraint.

**The SENCO mentioned that some toilets will need to be removed for the library refurbishments.** Responding, the Headteacher advised that a staff poll was conducted and only 2 staff had an objection to them being removed. Most staff did not think this would be an issue.

Governors advised that if the school are able to manage without them this is a reasonable approach.

**Do Governors need to make any decisions about the library at this meeting?** Responding, the Headteacher advised that another company has been sourced who may be able to provide a second quote.

**Is there a deadline?** Responding, the Headteacher advised as soon as possible as the selected company will need to buy materials and schedule the works.

**Is there contingency in the budget to allow for a member of staff to be on site for the works?** Responding, the Headteacher advised that the Premises Manager has a 52-week contract and will be available.

## 7 WELLBEING – STUDENT AND STAFF

### Student

The Headteacher advised that as heard previously the Headteacher Lunch Club is supporting wellbeing for both students and staff.

Year 2 children are preparing for their transition to Junior School. Some targeted children with additional needs or emotional needs will have extra visits.

Nursery visits for transition to Reception class are also underway.

**Where are the Year 2 children going to?** Responding, the Headteacher advised that all but one child has a place at Turnfurlong Junior School.

### Staff

The Headteacher advised that staff are well and looking forward to half term.

Classroom doors are being replaced as part of the Energy Efficiency funding the school received and is making the school look fresh and smart. The developments to the library space and having additional space for PPA and interventions will also have a positive impact on staff wellbeing.

There are a couple of people struggling with stress who are receiving targeted support.

The school are interviewing for a teacher in the next few days and once staff know where they will be placed from September 2023 this will help to settle people.

## ACTION

Do the school have a list of initiatives that are in place for staff and student wellbeing? Responding, the Chair advised that there is not a list, but the school have supported in a number of ways including appointing a Wellbeing Governor, posters and leaflets in the staff room and staff toilets, Bucks MIND delivered a session to staff during INSET and there is also an Employee Assistance Programme in place.

The Headteacher advised that actions from the Staff Survey could be written in a list. One of the ideas was about having space for PPA and this is in progress with the library developments. The school have also purchased additional support for staff through ALPs. The key to this is also communication with staff and from September a weekly Staff Bulletin will be introduced.

The Staff Governor advised that this would work very well. It is also important that there is a wellbeing package for the Headteacher.

World Wellbeing Week starts on 21<sup>st</sup> June 2023. Could the school organize something for this? Responding, the Headteacher and Staff Governor advised that they would form a plan.

H/T Staff Gov

### 8 POLICIES

There were no policies for review at the meeting.

### 9 DATES AND TIMES OF FUTURE MEETINGS

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

15th Jun 23 - FGB

### 10 ANY OTHER BUSINESS

#### Library Developments

This item had been discussed earlier in the meeting.

#### Governor Safeguarding Training

The Headteacher advised that there are several Headteachers that would like Safeguarding training for Governors and schools could come together and share the cost of this.

Governors agreed and the Headteacher would arrange.

Headteacher

Are there upcoming events you would like Governors to attend? Responding, the Headteacher advised that she would email Governors with the dates for the summer term.

Headteacher

**11 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 17.30pm.

Signed ..... Date .....

CHAIR