

SUMMER TERM 2024

TURNFURLONG INFANT SCHOOL

MINUTES of the meeting of the FGB Curriculum Focus meeting of Turnfurlong Infant School held at Turnfurlong Infant School on 5th June 2024 at 4.30pm.

PRESENT:

Mrs C Austin

Mrs H Burnett

Mrs G Hudson

Mr M Mardawan

Mr R Lloyd (Chair)

Mrs R Ochiltree (Headteacher)

Mrs K Sargeant

APOLOGIES:

Mrs G Emmanuel

Mrs L Arnott

Mrs K Henry

IN ATTENDANCE

Mrs R Weymouth (Clerk)

ACTION

1 WELCOME AND APOLOGIES FOR ABSENCE

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

Mrs K Sargeant was welcomed to her first meeting as Parent Governors following election.

2 NOTIFICATION OF ANY OTHER BUSINESS

There were no items for discussion under Any Other Business.

3 DECLARATIONS OF INTEREST

Mrs G Hudson advised she is Vice Chair at Turnfurlong Junior School (TJS), is an employee at the PRU and sits on the Management Committee at the PRU.

Mrs Burnett advised she is the Programme Lead at Ashmead ITT and train trainee teachers for Aylesbury and the surrounding area.

Mrs K Sargeant advised she works at Maltman's Green Preparatory School.

		ACTION
4	<p>MINUTES AND MATTERS ARISING</p> <p>Circulated prior to the meeting, Governors reviewed and agreed the minutes of the previous meeting held on 16th May 2024.</p>	
4.1	<p>MATTERS ARISING</p> <p>Minute 4.1 – The Safeguarding Governor would circulate a visit report.</p> <p>Minute 4.1 – The FGB Chair would circulate to PREVENT training link to Governors.</p>	<p>SG Governor</p> <p>FGB Chair</p>
5	<p>CURRICULUM</p> <p><u>Student Data</u></p> <p>The Headteacher advised that KS1 SATs have recently concluded. Whilst these are no longer statutory the school choose to administer them as it is hoped they will provide useful local data for benchmarking.</p> <p>A summary of data headlines will be provided at the next meeting. It is anticipated that data will be lower than previous years, however this is consistent with the ability of the cohort.</p> <p>Year 1 phonics screening will commence in the next week. Those children in Year 2 that did not pass in Year 1 will retake the test.</p> <p>Are the phonics screening test and SATs age adjusted? Responding, the Headteacher advised no, and neither is the Early Year Foundation Stage Profile (EYFSP). Where a cohort score low in any of these tests there is often a higher percentage of summer born children.</p> <p><u>Curriculum Initiatives</u></p> <p>The Headteacher advised that Opal has been the focus of curriculum initiatives this year. The accident report that will be discussed later in the meeting is linked to the positive impact of Opal.</p> <p>In addition, the school have been linking with Haddenham St Mary’s in Year 1 on a project to link schools that are different in terms of their social demographic. Haddenham St Mary’s will be visiting the school in the next week and the final event for all schools participating will be hosted at the school on 26th June 2024 at 2pm.</p> <p>Have the school noticed other benefits from Opal such as improved motor skills, social skills and better behaviour? Responding, the Headteacher advised that the play is very creative, and children can play with a wide variety of open-ended resources. It is riskier play, but children are free to choose and have fewer accidents.</p>	<p>FGB Agenda</p>

There are a few children that find the transition of coming back into school after break or the tidying up difficult, but they have other needs that the school are addressing.

Will this get better for them? Responding, the Headteacher advised that for some children it has but those children with more complex SEND and or ASD have found this challenging. Until January 2024 there were some children that had a separate play time. Opal is more inclusive, and it is nice to see year groups mixing and different friendship groups forming. The engagement from staff has been excellent and this has made Opal successful.

The children are excellent at tidying the resources. Have you noticed that children are taking better care of all their belonging? Responding, the Headteacher advised in some cases. The next challenge is how to integrate the new Reception intake when they start in September 2024 so that they are trained to use the resources. Parents have been advised about Opal which will build on the quality of their EYFS experience.

Are there any learnings or any additional support required for Opal? Responding, the Headteacher that FOTIS (PTA) have a focus to fundraise for storage. "Blue Bib Helpers" have been introduced in Year 2 and have been trained to put equipment out and away. On Move Up Day roles will be delegated to Year 1 who will be able to shadow the Year 2's in the role before the end of the year.

Educational Visits

The Headteacher advised that Educational Visits have gone well this year and the feedback from Ofsted was that the school offer educational visits that link to the curriculum.

A trip using public transport could be introduced as some children have never experienced using a bus or train.

For next academic year Diwali, Kalpesh and Eid celebrations have been arranged.

The increase cost of coaches for trips continues to be challenging.

Do the school receive any funding from the William Harding Trust? Responding, the Headteacher advised yes but this is only for Pupil Premium children.

The Chair advised he would discuss this with a Trustee from William Harding.

Chair

		ACTION
6	GOVERNOR VISITS	
	Governors discussed the following visits to be arranged before the end of term;	
	GDPR – Mr Mardawan	Mr Mardawan
	Science – Mrs Austin	Mrs Austin
	Mrs Burnett advised she had completed a Humanities visit and would circulate a report.	Mrs Burnett
	It was agreed that the Headteacher would circulate a calendar of visits for the new academic year.	Headteacher
7	WELLBEING	
7.1	STUDENTS	
	The Headteacher advised that a student and parent survey would be distributed before the end of term.	Headteacher
	Parents also completed the Ofsted survey at the start of the academic year.	
7.2	STAFF INCLUDING CPD	
	Circulated prior to the meeting Governors noted a list of CPD completed by staff.	
	How are staff? Responding, the Headteacher advised that staff were tired before half term and a wellbeing survey is required. TA's were prepared for potential changes to roles and teachers have all been advised where they will be placed next academic year.	
	Mr Turnbull- Ross is retiring. He will be asked to stay on as a supply teacher.	
8	OTHER ITEMS	
8.1	OPAL PUPIL VOICE	
	This item would be tabled at the next meeting.	FGB Agenda
8.2	NURSERY 30 HOURS	
	The Headteacher advised she had met with Buckinghamshire Council's (BC) EYFS Team to discuss the current and future nursery provision at the school.	
	Currently the nursery offers 15 hours a week, Monday-Friday either an AM or PM session. The AM sessions fill quicker than the PM sessions.	

The school have not increased to 30 hours due to the additional administration this would bring to the school office. The lunch provision would also require staff to meet ratios which cannot be a teacher as this is not included in their pay and conditions and would therefore need to be a Level 2 or 3 practitioner.

A 30 hour session could run from 8.30am-3.30pm with a charge for lunch that would fund staffing. As the school would be changing the current offer a grant would be available from BC to support admin.

The school would need to review admissions criteria and should consider retaining a number of spaces for funded 2 year olds as this has a positive impact on their attainment and their families.

Costings need to be considered for a 30 hour offer to be offered from September 2025 and to ensure the school have access to funding.

Would the school need to consult on the admissions criteria?

Responding, the Headteacher advised no, as it would be managed in house.

What about admissions consultation from nursery to Reception?

Responding, the Headteacher advised potentially. For nursery admissions the challenging issue will be establishing the admissions criteria.

Governors discussed that a full costed model is required which includes succession planning accounting for the falling birth rate. Following this a consultation to current parents will be require to ensure there is a demand for 30 hour places.

It was agreed that the Admissions Policy would be discussed at the first Autumn Term meeting.

The Headteacher advised that next academic year the SIMS license with the LA will expire and the office will potentially need to migrate to a new system.

Will the school require support to review contracts? Responding, the Headteacher advised yes.

8.3 PREMISES UPDATE

Circulated prior to the meeting, Governors noted the premises update.

Is there any update on the tree outside the Year 1 classroom?

Responding, the Headteacher advised it is monitored and the wet summer will help.

Do BC check them regularly? Responding, the Headteacher advised yes.

Is there an update on replacing the boilers at the Turnfurlong Junior School (TJS)? Responding, the Headteacher advised that they will be replaced over the summer holiday which will hopefully mean that the schools heating is more reliable and more efficient.

A child's special meal caught fire in the microwave in the kitchen. It burnt out quickly, but it highlighted that Catering Staff did not know what to do including how to activate the fire alarm. This has been discussed with Chartwells to ensure staff have a full understanding of procedures.

There have been no parental complaints with regards to how this was managed.

The school have been wanting to upgrade the kitchen for a better quality food service but this is currently not possible as the electricity supply to the hall is not strong enough for the new ovens.

BC have provided an electrician and confirmed that the fire was not caused by electricity. As long as Chartwells do not use the microwave, bain-marie and dishwasher at the same time the supply should be fine.

Additional cabling will be required to increase power to the hall, but this will not take place this year and it is currently not clear who will fund this.

8.4 ACCIDENT/DANGEROUS OCCURANCES REPORT

Circulated prior to the meeting, Governors noted accident reporting data.

Governors noted that there has been a decrease in accidents since the implementation of Opal and children come inside less as they aren't bored.

A child broke a bone, but this was in the EYFS area.

8.5 HEALTH AND SAFETY WALK

It was agreed that the Health and Safety Governor would complete a Health and Safety Walk of the school.

9 POLICIES

There were no policies for review at the meeting.

10 DATES AND TIMES OF FUTURE MEETINGS

2nd July 24 – FGB

Mrs Hudson left the meeting at 18.05pm.

11 ANY OTHER BUSINESS

There was no further business for discussion at the meeting.

12 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 18.37pm.

Signed Date

CHAIR