



LANGSHOTT PRIMARY SCHOOL

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PART 1 MINUTES OF THE FULL GOVERNING BODY MEETING OF LANGSHOTT PRIMARY SCHOOL

Wednesday 2 October 2024

Governors Present:

Alex Carter AC (Chair)

Annie Munday AM

Gabrielle Hopper GH

Jo Johnson JJ

Harsha Kasetty HK

Steve Jones SJ

Sarah Mackintosh SM (Headteacher)

Jack Tavasolly-Marsh JTM

Andy Yule AY

In Attendance:

Amy Shevel AS (Asst HT)

Sonia Isard SI (Deputy HT)

Valentina Rosu VR (SBM)

Penny Batty PB (Clerk)

PART 1

	TOPIC	Action
1	APOLOGIES FOR ABSENCE Apologies were received from James Brown (JB) and Jack Groves and accepted by the GB. AC informed governors that due to her ongoing health problems Kate Hayes had reluctantly resigned from the GB. AC thanked Kate for all she had done for the school.	
2	DECLARATION OF INTEREST There were no Declarations of Interests in any of the agenda items. AC reminded those governors who had not returned their annual Declaration of Interests forms to PB, should do so asap.	
3	ELECTION OF CHAIR/VICE CHAIR GB duly elected AC as Chair and both JB and SJ as Vice Chairs for 2024/25.	
4	MINUTES OF PREVIOUS MEETING <ul style="list-style-type: none">Part 1 and Part 2 minutes from the FGB on 10 July 2024 were agreed and signed by AC	

	<ul style="list-style-type: none"> • Finance Committee minutes from 23 September 2024 were agreed and signed by JJ 	
<p>5</p>	<p>CHAIRS UPDATE</p> <p>AC welcomed governors to the new academic year and thanked them for their continued support. AC also reminded governors of their key roles:</p> <ul style="list-style-type: none"> • Strategic Direction • Financial Performance • Holding HT and SLT to account • Remain strategic and not focus on operational detail <p>With the resignation of Kate, there were now 3 vacancies on the GB, 2 Co-Opted and 1 Parent. SM said that the invitation for a Parent Governor had already gone out. The terms of office for 3 governors were due to expire in 2024/25. SJ has agreed to extend his term of office for a further 4 years from 12.10 2024. The terms of office for JB, May 2025 and AY, June 2025, will be reviewed nearer the time.</p> <p>AC had walked round the school with SM on 13 September where she had found the children to be happy and enthusiastic. Reception children appeared to have settled in well. AC had taken the opportunity to speak to some staff regarding the recent server breakdown (see item 9) and she also met up with SM and VR to discuss the impact of this incident. AC was also introduced to the new Homeschool Link Worker, Mrs Heard.</p> <p>AC then informed the GB of the following:</p> <ul style="list-style-type: none"> • Schools can apply for Grants for healthy food and activities in schools. Tesco are offering £1500 from Tesco Stronger Starts. • Apply now for £5m worth of grants for schools. - National Schools Partnership • Recent Children’s Wellbeing Bill to include: <ol style="list-style-type: none"> 1. Recruit 6,500 new teachers 2. 3,000 new primary school-based nurseries 3. Free breakfast clubs in every primary school 4. A modern curriculum so young people are ready for work and life 5. High-quality apprenticeships and specialist technical colleges • Changes to the School Inspection handbook. School Inspection Handbook. Ofsted has removed single headline grades, replacing them with four grades: quality of education, behaviour and attitudes, personal development and leadership and management. • Ofsted has also introduced a “suspend and return” approach for safeguarding concerns, allowing schools time to address issues before a final judgment is made. A further key change is that schools will now be notified of upcoming inspections at approximately 2pm on the Monday of the week that the inspection is scheduled to begin. • Children’s Commissioner, Dame Rachel de Souza, has announced a compulsory survey of schools to “better understand the role schools play in children’s development”. It will ask about services schools currently provide for children and their families, such as breakfast clubs, food banks and wrap around childcare, as well as how these services are funded. 	

6	<p>GOVERNOR ROLES</p> <p>AC had circulated a Governors Roles sheet prior to the meeting which governors agreed to adopt following some minor changes. Revised edition attached.</p>	
7	<p>HT REPORT</p> <p>SM said that despite some teachers losing 1 year's worth of work due to the server breakdown, staff had remained positive. The school had bought into the White Rose scheme for maths which will help staff as it takes away a lot of their admin and planning. It also links in well with the Rosenshine Principles. Staff meetings have been temporarily suspended to give staff some additional time, as well as bringing forward the Inset Day to 4 October.</p> <p>On Census Day, 3 October, the school will have its optimum number of children which means the school will receive full funding. This money is needed as there are a number of new children within the school who have SEN and/or no English. In Reception alone, there is 1 EHCP child and 10 others who have speech and language difficulties or other identified needs.</p> <p>The school has just installed a temporary swimming pool. The Curriculum states that all KS2 children must be provided with swimming instruction but for Langshott it was becoming increasingly more expensive to take children on the coach to the local pool. This way all KS2 children will be able to access the pool over the year which will mean that the pop-up pool will not be needed again for 4 years. All pupils in years 1 to 6 have been offered lessons at a subsidised cost of £5 per lesson.</p> <p>JTM asked about cost and VR said that she had undertaken a breakdown which included the hiring of the pool, electricity and water costs so after the event when all monies have been collected from parents, we will be able to see if this has been cost effective.</p> <p>AC asked if a Risk Assessment had been carried out and SM assured her that this had been done. The swimming instructors are all qualified and there will also be staff members on hand.</p> <p>GH asked if the pool is secure when not in use and SM said that it was.</p>	
8	<p>SDP 2024 25</p> <p>SM had circulated the SDP objectives to governors prior to the meeting. The 3 main focuses will be:</p> <p>Objective 1- To improve outcomes in phonics, reading, writing and maths to enable at least 80% of pupils to reach age related expectations by the end of each year. Sonia and Nina</p> <p>Objective 2- To enable opportunities for children to revisit learning in foundation subjects to help them learn more and remember more. Amy and Nina</p> <p>Objective 3- To build positive relationships with our families and support our pupils to have good mental health and improved resilience, so they are happy and achieve their potential. Hiral and Aliso</p> <p>JTM asked if all last year's targets were met and both SM and SI agreed that they had been.</p> <p>AY asked why the GD had not been prioritised. SM responded that these children are encouraged and the White Rose maths scheme helps with this, but the SLT will investigate any areas where GD children can be pushed more.</p> <p>Actions:</p>	

	SLT: Review GD priorities	
9	<p>PREMISES</p> <p>Maintenance Plan/ H&S Report See attached report that was circulated prior to the meeting. The relining of the sewage pipes will be carried out during the October half term. Nick Watts will also be painting along boundary lines to improve visibility.</p> <p>JJ asked if there was sufficient funding in the budget to cover the works that had been carried out and VR confirmed that there was. JT asked if staff are offered flu jabs. SM said that this is being considered.</p> <p>Server Breakdown Attached is a detailed report and timeline of the incident from VR. VR explained that she has contacted SCC legal department about this issue but is still waiting to hear back. Similarly, VR has emailed Fujitsu, but they have not responded. In the long term the school is looking to move data to the Cloud. GB agreed that due to the financial implications, this item should be followed up by the Finance Committee. A staff wellbeing survey will be undertaken following this incident.</p>	
10	<p>DATA</p> <p>The attached data was circulated to governors prior to the meeting. SI asked if there were any questions: GH asked why the data for Y2 had fallen both locally and nationally. SI said that this was being addressed with a focus on Phonics in the SDP.</p> <p>Waiting for a clarification from a governor before completing this item</p>	
11	<p>FINANCE COMMITTEE REPORT</p> <p>JJ told the GB that at the recent meeting VR had explained about the financial training she was undertaking. The committee looked at the latest FMR and also discussed the server breakdown.</p>	
12	<p>SAFEGUARDING/SEND</p> <p>SM reminded governors that the safeguarding training for governors should be carried out by half term. All governors present confirmed that they had read the KCSiE 2024 document.</p> <p>SI explained to governors about the high level of SEND children that are now in school. AY had commented on the high number of safeguarding incidents that had been logged on CPOMS since the start of term. SI said that staff are very diligent with CPOMS but out of the 409 incidents only 15 children are being closely monitored. SI is hoping to train staff in how they manage CPOMS and to only report incidents that are warranted thereby making the system more manageable. SI will report back on this at the next meeting.</p> <p>Actions: SI: Report back to next FGB on CPOMS</p>	

13	<p>POLICIES</p> <p>The following policies had been checked by AY who had suggested some minor modifications which will be adopted by the school.</p> <ul style="list-style-type: none"> • Safeguarding • SEND • Pupil Attendance • Staff Appraisal • Staff Code of Conduct 	
14	<p>GOVERNOR REPORTS</p> <p>AC: School Visit 13.09.2024 (See Item 5)</p>	
15	<p>GOVERNOR TRAINING</p> <p>PB: Clerks Briefing 25.09 2024</p> <p>JTM has now taken on the governor training role and he will investigate why Strictly 4S appear to have stopped offering any termly training programmes.</p> <p>Actions: JTM: Investigate termly governor training</p>	
16	<p>FUTURE AGENDA ITEMS</p> <p>Following items were suggested:</p> <ul style="list-style-type: none"> • AC: Governor self-evaluation • AC: School handbook – SM said that this was one of the items lost during the server breakdown and they are in the process of compiling a new one • AC: SOAP, this needs updating and should be done by a governor. Place on next agenda • GH: Cyber Security Insurance. VR looking into this. Place on next agenda • SEND, in view of rising numbers of SEND children how is the school managing. Hiral to be invited to talk to governors at the next meeting. 	
17	<p>SUMMARY OF ACTIONS</p> <p>Item 8: SLT: Review GD priorities</p> <p>Item 12: SI: Report back to next FGB on CPOMS</p> <p>Item 15: JTM: Investigate termly governor training</p> <p>Item 16: PB: Following to go on next agenda.</p> <ul style="list-style-type: none"> • SOAP • Cyber Security • Hiral to talk about the SEND provision at the school 	

	<p>MEETING DATES 2024/25 (FGB dates in bold)</p> <p>Autumn Term 12.00. Mon 18 November 2024 Finance Committee (Zoom) finalise draft budget 18.00. Wed 11 December 2024 FGB incl HT Report, SDP, Autumn Data</p> <p>Spring Term 12.00. Mon 13 January 2025 Finance Committee 18.00. Wed 29 January 2025 FGB incl Finance Report 18.00. Wed 2 April 2025 FGB incl HT report, SDP, Spring Data</p> <p>Summer Term 12.00. Mon 28 April 2025 Finance Committee to confirm 2025/26 Budget 18.00 Wed 21 May 2025 FGB incl Finance Report 18.00 Wed 9 July 2025 FGB incl HT Report, SDP, Summer Data</p>	
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SIGNED

Date