



## Minutes of the meeting of the FGB held on Monday 28<sup>th</sup> March 2022 at 6pm

**Present:**

Ms J Hudson (Chair)	Ms C Johnson
Ms T Clarke (Headteacher)	Dr A Pawley
Ms A Last	Ms F Moxon
Mr G Whitmore	

**In Attendance:** Ms D Rees (Deputy Headteacher)  
Mrs T Ford (Governance Support Officer, CYC - Clerk) – virtual attendance

		Action
<b>1.</b>	<p><b>WELCOME, APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b></p> <p>The Chair welcomed everyone to the meeting. Apologies were received, with consent, from Mr M Snowden, Mr B Twist, Mr D Allen and Ms H Thomas.</p> <p>There were no declarations of interest.</p>	
<b>2.</b>	<p><b>SUBJECT LEADER REPORT – English update from Ms Danielle Rees</b></p> <p>Ms Rees provided an update for governors on English in school, highlighting the main areas of focus which were Reading and Phonics. She provided some information on the DfE reading framework, which outlined best practice for schools.</p> <p>With reference to the Year 1 Phonics Check, Ms Rees advised that children who did not pass would re-take in Year 2. Where pupils were still not meeting the standard going into Key Stage 2, further Phonics support would continue as a key area of focus.</p> <p>In response to a governor question about training for staff, Ms Rees advised that all TAs had been involved in a half day training looking at Phonics delivery. She emphasised the importance of ensuring that Phonics teaching was consistent and strong from Early Years upwards. Whereas a number of TAs had a lot of experience, all teachers needed to be confident and look for support where required. Ms Rees advised that she held weekly meetings with teachers in Year 5 and Year 6 to look at pupil attainment and progress, which also provided an opportunity to share best practice and ensure consistency.</p> <p>Ms Rees advised that Year 3 pupils had been assessed for gaps in learning following the considerable disruption of the last two years, which had affected their time in Key Stage 1. These gaps were identified and addressed through targeted intervention. An internal audit of the library, as well as increased investment in book corners in classrooms aimed to further promote and encourage reading, particularly in those children not making as much progress.</p> <p>Ms Rees advised that Rachel Lanzillotti (CYC School Effectiveness and Achievement Adviser) had</p>	

	<p>carried out an audit in school which had identified some gaps in provision. She advised that the school would be moving to the Little Wandle scheme from September, which was a comprehensive package. In response to a question from governors about staff training for the new scheme, Ms Rees advised that all teachers and TAs would be involved in this, ready for the launch at the start of the next academic year.</p> <p>Governors thanked Ms Rees for her report.</p>	
<b>3.</b>	<p><b>MINUTES OF THE MEETING HELD ON 24<sup>TH</sup> JANUARY 2022 (previously distributed)</b> The minutes were agreed to be a true and accurate record.</p>	
<b>4.</b>	<p><b>ACTION PLAN AND MATTERS ARISING NOT INCLUDED ON THE AGENDA</b> No updates recorded.</p>	
<b>5.</b>	<p><b>HEADTEACHER'S REPORT (previously distributed)</b> The Headteacher advised that she was looking at the use of face masks in school for adults, due to a spike in COVID cases and increased pupil absence.</p> <p>The Headteacher advised that deep dives had been a focus, with subject leaders very confident in their subject knowledge. She advised that the Senior Leadership Team (SLT) planning update had been effective, with a key focus being improving the transition process during the summer term. The Headteacher advised that the plan was to include parent visits to school in this process to increase confidence.</p> <p>The Headteacher reported that support was still being provided for Naburn Primary School, looking in particular at a mastery approach with medium and long term pupil plans.</p> <p>With reference to Pupil Premium, the Headteacher reported that an update meeting was planned for the following week. She advised that the key message was that pupils were making progress, though Year 1 were an area of concern, in terms of the impact of lockdowns and school closure on their learning. The Headteacher reported that coaching had started with identified pupils with specific behaviour needs, which included building good relationships with parents.</p> <p>The Headteacher reported that current attendance in school was around 92%, below the target of 95%. She advised that there were currently high levels of COVID absence amongst pupils, with staff absence also being affected. The Headteacher advised that there were a number of families which had been flagged as a concern due to attendance issues, and warning letters had been issued in these cases.</p> <p><b>DATA SNAPSHOT</b> The Headteacher advised that quality assurance of the teaching and learning assessment had been colour coded, taking Ofsted, curriculum and pupil attainment trajectory into account.</p> <p>Ms Rees advised that pupils with vulnerable needs were very well supported and were making good progress. Support for the Year 1 cohort had had a positive impact.</p> <p><b>FUNFISHERS</b> Governors discussed the Funfishers lease, noting that the rent had not been increased in some time.</p>	
<b>6.</b>	<p><b>SAFEGUARDING</b> It was noted that a number of policies relating to internet safety and use had been included on the agenda for approval. No other updates were recorded.</p>	
<b>7.</b>	<p><b>POLICIES TO REVIEW (previously distributed)</b></p>	

	<ul style="list-style-type: none"> <li>* Emergency Plan</li> <li>* Internet Policy (Pupils)</li> <li>* Internet Policy (Staff, Visitors and Students)</li> <li>* Teaching &amp; Learning Policy</li> </ul> <p>Governors approved the above policies subject to some amendments, which would be updated.</p>	
<b>8.</b>	<p><b>WORKING PARTY UPDATES</b></p> <p>It was noted that the 2021/22 budget out-turn showed a surplus of £4,000. The working party had looked at the impact of teachers' pay increases on the budget, as well as reductions in other funding streams including SEND.</p> <p>A discussion had taken place regarding the MUGA (Multi-Use Games Area).</p>	
<b>9.</b>	<p><b>GOVERNANCE MATTERS</b></p> <p><b>9.1 FINANCE TRAINING</b> The Clerk agreed to provide updated information on the governor training record.</p> <p><b>9.2 PARENT GOVERNOR – UPDATE</b> Governors thanked Anna Last, who was stepping down as parent governor.</p> <p><b>9.3 VISITS AND ACTIVITIES UPDATE</b> No updates recorded.</p>	<b>Clerk</b>
<b>10.</b>	<p><b>CORRESPONDENCE</b> No updates recorded.</p>	
<b>11.</b>	<p><b>ANY OTHER BUSINESS</b> There was no other business to report.</p>	
<b>12.</b>	<p><b>DATE AND TIME OF NEXT MEETINGS</b> 3<sup>rd</sup> May 2022, 6pm 11<sup>th</sup> July 2022, 6pm</p>	

**The meeting closed at 8.00pm**

***These minutes were approved by Fishergate Full Governing Body at their meeting held on Tuesday 3<sup>rd</sup> May 2022***

<b>Action Points from the meeting of the Full Governing Body held on 28<sup>th</sup> March 2022</b>				
	<b>Action</b>	<b>Item</b>	<b>Who</b>	<b>When</b>
1	Circulate updated training record	9.1	Clerk	03/05/2022