

Minutes declared as accurate at governing body meeting on 23/9/24
Minutes proposed as accurate by MM, proposal seconded by HB.

Southam Primary School Governing Body Meeting
Monday 15th July 2024 @ 6.00pm

Present: Nicola Lester (Chair) (NL), Alana Collis-Dugmore (ACD), Adelle Wainwright (AW), Marie McClay (MM), Marc Fulner (MF), Emma Longworth (Head), Sian Warner (Clerk)

Apologies: Julie Chohan

Chair welcomes Helen Bowles as a prospective new governor joining officially in September 2024.

2. Pecuniary Interests
 - None declared
3. Minutes From Previous Meeting
 - Minutes from meeting on the 13/5/24 agreed as accurate. Minutes proposed as accurate by NL, proposal seconded by AW.
4. Headteacher Report
 - Head advised that there have been lots of staff changes in recent weeks, with a number of recruitment campaigns successfully completed.
 - Stephanie Murdy is leaving to take up a permanent role in another school.
 - Danielle Boylan is leaving to take up another full-time role in another school.
 - Laura MacIvor is leaving teaching.
 - 2 new reception teachers recruited both of whom are very experienced in the role.
 - Charlotte Woodward has been recruited as an ECT.
 - Emma Barton will work alongside Margarita Atanasova to cover Lucille's maternity leave.
 - Lunchtime supervisor vacancy currently, interviewing on Wednesday 17th July.
 - *Governor asked how staff have taken to the changes in school.* Head said that all teachers have moved to either their first or second choice of year.
 - Andrea Heath & Mandi Startup will be non-class based next academic year. MS will cover subject release time and some sickness cover if available. Head said that this change will have an impact in school by being able to support those children within school with higher needs.
 - *Governor asked how the TA's feel about their assigned classes.* Head said that all with 1 exception, have been assigned their choice of KS to work in.
 - Head said that she has provisionally booked 3 x supply TA's to work with children in the new reception cohort in September. There are 3 children potentially joining the school with high level need. Head shared that they are not too sure how long the children will be at Southam Primary and therefore not cost effective to recruit for permanent positions.
 - Head said that ideally, they would prefer multiple staff members to work with those children with higher needs on a rota basis rather than just one member of staff working with one child. This goes some way to ensuring those children are not solely reliant on one member of staff.

- *Governor asked if staff were comfortable with all the changes.* Head said that they were and that it was sometimes the nature of working in a school that changes are inevitable.
 - *Governor asked for additional information on Opal Playtimes.* Head said that it is an initiative that school started last year, hence the equipment on the playgrounds. It is designed to encourage more free play to encourage imaginative play, with fewer rules. Head said that they younger children in school have taken to it much better than the older children.
 - Head said that the outdoor classroom is scheduled to be installed during the summer holiday, which is being paid for by FOSPS.
 - *Governor asked how the coffee mornings were going.* Head said well, with a bigger turn out at the second morning.
 - *Governor commented on the absence data, in particular years 2 & 5 with unauthorised absence.* Head said that they have begun to increase focus on improving absence via FSW working with families. Head said that there are many reasons for absence.
 - *Governor said that it seems people are willing to now just pay the fines.*
 - *Governor asked who the school decides its priorities for the year.* Head said that through staff discussions, DFE guidance and directives, through evaluations.
 - *Governor commented that the year 6 sats results were again very good.* Head said they are looking at a couple of papers as there were a few children with the 99 and 109 scores, to see if there are any marks missing.
 - *Governor asked if the new government is likely to mean any changes imminent.* Head said that she is attending an online Q&A session tomorrow with the new secretary of state for education.
 - *Governor asked if head was working at Great Alne Primary next term.* Head said no. Head confirmed that GA will be supported by the Shires MAT for the next year and the headteacher will be staying in post for the duration.
 - *Governor asked about intake numbers in the coming years.* Head said that a low birth rate is predicted to affect Southam area in a couple of years.
 - Head confirmed that the reception intake for September has a higher level of need than the current year.
 - *Governor acknowledged the year 4 times tables test results.* Head felt that there is room for improvement and that they think they can do better. Head said that to achieve this, the school has, amongst other initiatives, managed to enrol onto a maths mastery programme for the coming academic year.
5. Safeguarding
- *Governor noted the 11 reported sexual harassment incidents and asked why so many.* Head confirmed that it was just the way each incident had been reported and that some were connected to each other and part of the same incident.
6. Wellbeing
- MM met with Lleryn Gardner, wellbeing lead last half term.
 - Head said that the last half of the summer term can be challenging for staff as children are tired, which in turn can manifest into more challenging behaviours in school.
7. Policies

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- Maths Policy – All members agree policy. Policy approved
- RE Policy – All members agree policy. Policy approved

8. Finance

- Chair shared that she attended MAT CoG meeting where the focus for part of the meeting was school budgets. The trust this last year had to spend £1m of its reserves to balance the books however acknowledged that this wasn't sustainable.
- Head said that the school budget is as healthy as can be expected and isn't as concerning as previously anticipated.
- *Governor asked if the top slice contribution would be increasing.* Head confirmed that it wouldn't.
- Head confirmed that Coten End Primary and Myton Secondary School are looking at joining the trust. Myton having a sizeable administration team which could potentially be redeployed to roles within the central trust team.

9. AOB

- Discussion around current chair resigning at end of academic year and who successor will be.
- Current chair took opportunity to formally thank Marc Fulner, who is stepping down as a school governor, for his efforts and contribution over the past few years.
- Current chair also took the opportunity to thank the governors for their support as she formally declares that she is stepping down from her role as chair and governor.
- All governors and head thanked both Nicola and Marc for all they have done over the years.

Meeting concluded 8.00pm