



### Meeting of Full Governing Body

Date	Monday 15 <sup>th</sup> July 2024 at 6 pm	Location	Aboyne Lodge School
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#### Governing Board

Adam Brown	PAR Co-Chair	Dan Smith	COP
Alexandra Farley	PAR Co-Chair	Keith Smithard	Headteacher
Nadine Farrar-Hockley	PAR	Tom Walsh	COP
Charlotte Scanlon	COP	Flavio Tozzi	COP
Hannah Porteous	STF	Alex Leech	LA
Emma Betteridge	PAR		

COP= Co-opted Governor; PAR = Parent Governor; STF = Staff Governor; HT = Headteacher; LA = Local Authority Governor

In attendance: Anna Thomas (Clerk), Kirsten Landau

Key: Questions/challenges to headteacher in italics.

**Welcome and apologies for absence:** Flavio Tozzi, Tom Walsh and Hannah Porteous

AT confirmed the meeting is quorate.

#### Notification of any other urgent business:

Flavio Tozzi has resigned from the Governing Board with immediate effect for personal reasons. The Co-Chairs will look at recruiting a new governor and safeguarding lead as soon as possible.

#### 1. Conflict of interest/declarations:

None

#### 2. Minutes of the last meeting and matters arising

Actions from previous meeting taken in each agenda item. Approval of minutes as an accurate record of the meeting.

Topic/Title	Action
Nursery Building	Please review the documents on GovHub for the three candidates and feedback your comments to the Head. <b>Complete</b>
Governor Newsletter	School Office to resend to encourage another parent to join the governing board. <b>Complete</b>
Training	AL and CS to attend Exclusions training. NFH has completed the course, but it is important for more non-parent Governors to be trained in this area. <b>CS completed. AL to book over the summer break.</b>

Budget Return	Governing Board to review and feedback comments to Head and Co-Chairs before final ratification. <b>Complete</b>
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### 3. Headteacher's report.

Governor's comments and questions.

- a) *Looking at the Early Years Assessment Data, without the high level of need what does the % look like?*  
The provision put in place after the first term has benefitted the children. There is a mix of abilities in the class and writing remains a challenge. HP can give more detail at the next meeting.
- b) *The phonics scores are down compared to last year. Do all the children have to take the phonics screening test?*  
No, but their scores are still included in the data.
- c) *The governing board are happy with the strong end of term results. How does the school prepare for next year?*  
There is a tutoring programme in place for those children that need it, individualised work for others. Children that are borderline will also be focused on. The data is unpublished at the moment as the school waits on some papers to be reviewed which may change the results.
- d) *Can you predict the data?*  
The current Year 5 class are strong in reading and weaker in their writing abilities. A new writing scheme is being introduced next year to support this. At the moment it is expected that all children will sit the assessments. The new Year 6 teacher has been in school for transition day and already started building relationships with the children. There will be a change of TA, but the previous TA will still be carrying out interventions.
- e) *When can we market these results?*  
HT to find out, then can be added to Governor Newsletter and social media.
- f) *How is the trainee teacher starting in September funded?*  
There is no cost to the school, the placement is self-funded. The Year 3 teacher will be the mentor with 20 hours of training over the year given.
- g) *Does an exclusion help the child when they return to school? Can you make reasonable adjustments?*  
Yes, it is a reset for both the child and the staff. A behaviour plan is put in place with expectations given to both staff and the child.
- h) *The response to a parent complaint regarding sport has been shared in GovHub. The governors supported this response by the HT, all complaints are taken seriously.*
- i) *What is the school's approach to the new attendance guidelines?*  
The school will follow the Herts CC advice, HT to share letter with governors. All parents with a child with attendance below 90% are written to. HT to add to HT report if needed.

### Governor Business

- Two governor vacancies, parent and co-opted. Co-chair spoken to one candidate who would like to defer for twelve months. Co-chair to speak to new parents in September. Sign up can be for less than four years.
- Governor visits, EB has added the basketball visit document to GovHub. Please see questions at the end of the document for governors.

*Can we change the PE kit?* HT agreed and the process is ongoing.

*Can we empower the children more?* It is a balance as to which children attend which events. Set out to parents at the beginning of term how sporting events work at the school. Get parents involved. More internal events.

NFH completed a SEN classroom visit to observe the whole class approach.

AL completed an EHCP visit.

### Marketing and Projects

Touring of prospective parents was discussed. Change to reduce time impact on staff, reintroduce child tours and bring in parents and governors to give a different perspective. Follow up tours with an email. Dates to be set as early as possible.

*Can the school use the twitter account more?* Yes, but a member of staff and time needs to be allocated to this.

### Safeguarding

No concerns. See notes on Agenda from FT. No children at the moment with immediate concerns for the summer holidays.

### Resources Committee update

No meeting since the last FGB. HCC recently provided a cash top up. The Nursery will bring in finance when in place.

FGB agreed the budget with deficit.

### School Improvement Committee update

Covered in HT report. Behaviour Policy to be reviewed at next FGB meeting.

### 4. AOB

Nothing raised.

### 5. Summary of action points

Topic/Title	Action	Owner(s)	Target Date
School Bulletin	Governors to bring together a list of academic, sporting, eco and music achievements to send to parents. See previous HT reports.	All School Office	Next FGB
SEN Newsletter	For all parents.	NFH	
Roles and Responsibilities	To be reviewed.	Co-chairs	Sept 24
School Banners	To advertise open days and tours. Add dates to social media, local nurseries and groups.	School Office All	ASAP
SCR	Add to agenda for next FGB.		Next FGB

The dates for the meetings for 2024/25 to be confirmed over the summer break.

Signed:

Date: