



NURSERY • PRIMARY

ABOYNE LODGE

CREATIVE • CURIOUS • CARING

Meeting of Full Governing Body

Date

Monday 13th May 2024 at 6 pm

Location

Aboyne Lodge School

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:** Adam Brown, Charlotte Scanlon, Flavio Tozzi and Tom Walsh

AT confirmed the meeting is quorate.

- Notification of any other urgent business:**

Nothing raised.

- Conflict of interest/declarations:**

None

- 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
Outsite Area	Head to contact County to inform them it is an urgent need following OFSTED report. Complete Parent volunteers. EB confirmed a parent group has been setup. Governor's letter focussed on playground refurbishment. On hold. Add to Resources Committee Agenda Complete Gift Aid and Aboyne Lodge Foundation Complete Children's Committee Ongoing

Governor Newsletter	School Office to resend to encourage another parent to join the governing board. Agreed
Training	NFH to attend exclusion training. Complete New governors to attend 'New Governor Induction' and 'Safeguarding Children' EB booked for May/June. HP and AL ongoing. Group training options to Head and Co-Chairs Complete
GDPR Policy	Governing Board to review and feedback comments to KS. Complete
Skills Audit	Governor skills set audit after SVFS. July Ongoing
Agenda	Add Marketing and Projects as standard items. Complete
Gates	KL and Head to look at grant options Ongoing. Quotes being sought. The gates are not regulation height, nor have the safety features required for new Nursery residents.

5. Headteacher's report.

Governor's comments and questions.

- a) *Feedback from Governors on SATS week. Thank you to AF for coming into school to support. The children were calm and ready to go. Looking forward to strong results. The Year 6 teacher prepared the children very well. How is the timetable managed?*
When the children are off timetable, they spend their time taking part in more relaxing activities like art, reading and games.
- b) *How is progress measured in KS1 now the SATS are not taking place?*
The Reception Baseline results are used. The phonics and maths assessments must be taken over a six week period and can take up to thirty minutes per child. The process can be time consuming with the School not given the results.
- c) *When will the staffing changes be announced?*
After half term.
- d) *Is there a concern in the increase in numbers of pupils with an EHCP joining the school? What are the implications?*
The pupils that have joined this year have all come from different schools, there is no connection. There is no reason why Aboyne Lodge can't take pupils with an EHCP. The implications are financial, possible 1:1 staffing and behavioural issues in class. Aboyne Lodge is a welcoming school to all pupils, the Governors fully support the Head on this matter.
- e) *Who handles the social services advice?*
The relevant staff member depending on the child and the situation.
- f) *The Governors discussed the urgent need for a plan for the outside area. A working group will need to be established as soon as possible to ensure decisions are made and progress is seen before September. The Nursery move and the outside area will take up teacher's time and this should be factored into the timeline.*

6. Policy Review

GDPR Policy agreed by the Governing Board.

7. Governor Business

- **Governor week. Week commencing 17 June 2024.** Co-Chairs are compiling the plan for the week.
- No Governor visits since the last FGB.
- Governor parent recruitment letter to be sent this term, should include the skills set required and offer a shorter

commitment.

8. Marketing and Projects

EB has set up a working group of parents to help market the school and discuss plans for the outside area refurbishment.

9. Safeguarding

No concerns.

10. Resources Committee update

Report to be added to GovHub. The board discussed the projected 2023/24 end of year deficit of £30,000 and the three-year forecast. The biggest challenge is the impact from low pupil numbers. Some costings are out of the control of the school, it is a challenging and competitive environment.

11. School Improvement Committee update

The board discussed the pros and cons of all three candidates for the takeover of the Nursery building. Catchment areas, reputation and size of provider were considered. Interviews will take place on Monday 20th May.

12. AOB

Nothing raised.

13. Summary of action points

Topic/Title	Action	Owner(s)	Target Date
Nursery Building	Please review the documents on GovHub for the three candidates and feedback your comments to the Head.	All	ASAP
Governor Newsletter	School Office to resend to encourage another parent to join the governing board.	School Office	Next FGB
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.	AL and CS	Sept 24
Budget Return	Governing Board to review and feedback comments to Head and Co-Chairs before final ratification.	All	ASAP

The next FGB will take place on the 8th July 2024.

Signed:

Date: