



Full Governing Body Meeting

Thursday 13 July 2023 at 4:30 pm

Venue: Foxhills Junior School

Governors Present:	Ann Arscott, LA Governor, Chair of Governors (AA) Lucy Howe, Headteacher Anne Marie Datlen, Co-opted Governor (AMD) Lucy Dixon, Parent Governor (LD) David Gill, Co-opted Governor (DG) Katrina Kemp, Co-opted Governor, (KK) Donna Neill, Co-opted Governor, (DN) – <i>left the meeting at 5:30 pm</i> Hayley Sired, Staff Governor (HS) – <i>left the meeting at 5:35 pm</i> Glenda Thornley, Co-opted Governor (GT)
Apologies received:	Caroline Hubbard, Co-opted Governor (CH) Michael Isherwood, Co-Opted Governor (MI) Don Monk, Co-opted Governor (DM) Natasha Wooton, Co-opted Governor (NW) Sian Winter, LA Governor (SW)
No Apologies sent:	
In Attendance:	Heather James, Associate Member (HJ) Alison Kay, Associate Member(AK) Tracy O'Connor, LA Clerk (TOC)

		Action
1.	<p>Welcome, Introductions and Apologies</p> <p>The Chair welcomed everyone to the meeting.</p> <p>Apologies were received and accepted from Caroline Hubbard, Michael Isherwood, Don Monk, Natasha Wooton and Sian Winter.</p> <p>Note. Due to current pressures on staff time this meeting did not consider some non - urgent items in depth. These will be followed up in the Autumn 1 meeting.</p>	

Signed:
Date:

2.	<p>Declaration of Business and Pecuniary Interests</p> <p>There were no declarations of business and pecuniary interests relevant to the agenda.</p>																															
3.	<p>Minutes of Last FGB Meeting – 15 May 2023</p> <p>3.1 To agree and sign minutes of previous meeting The minutes of the FGB on 15 May 2023 were an accurate record of the meeting and were agreed and approved by the FGB. AP1: Chair to sign Approved minutes 15 May 2023 on GovernorHub.</p> <p>3.2 Matters arising and action points</p> <table border="1" data-bbox="204 674 1385 1966"> <thead> <tr> <th colspan="3" data-bbox="204 674 1385 745">Action Points – FGB – 15 May 2023</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 745 308 817">1.</td> <td data-bbox="308 745 1265 817">Chair to sign Approved minutes 20 March 2023 on GovernorHub. Completed</td> <td data-bbox="1265 745 1385 817">Chair</td> </tr> <tr> <td data-bbox="204 817 308 1115">2.</td> <td data-bbox="308 817 1265 1115">Staff questionnaire – Governors to review questions on GovernorHub and send any additional questions to HT. On-going. On-going There was a low response (16) from the staff questionnaire. Another questionnaire will be conducted next term. An analysis was made of the responses and no concerns were identified. A concern from some staff was that they did not think the questionnaire was anonymous.</td> <td data-bbox="1265 817 1385 1115"></td> </tr> <tr> <td data-bbox="204 1115 308 1227">3.</td> <td data-bbox="308 1115 1265 1227">Inclusion Action Plan to be presented at the next FGB. (postponed until 28/09/23)</td> <td data-bbox="1265 1115 1385 1227">HT</td> </tr> <tr> <td data-bbox="204 1227 308 1339">4.</td> <td data-bbox="308 1227 1265 1339">AMD to review the persistent absence tracking and see the impact. (postponed until 28/09/23)</td> <td data-bbox="1265 1227 1385 1339">AMD</td> </tr> <tr> <td data-bbox="204 1339 308 1563">5.</td> <td data-bbox="308 1339 1265 1563">Safeguarding date to be rescheduled from 27 June 2023 Completed The monitoring cycle for the year has now been completed and is signed off. The Safeguarding Audit is due for completion 30 September. The new audit will be shared at the FGB 28 September 2023.</td> <td data-bbox="1265 1339 1385 1563">Clerk</td> </tr> <tr> <td data-bbox="204 1563 308 1675">6.</td> <td data-bbox="308 1563 1265 1675">HT to issue reoccurring meeting link for virtual meetings to Clerk to upload to GovernorHub. (postponed until 28/09/23)</td> <td data-bbox="1265 1563 1385 1675">HT</td> </tr> <tr> <td data-bbox="204 1675 308 1787">7.</td> <td data-bbox="308 1675 1265 1787">Chair to revise draft virtual governance policy to reflect discussion. (postponed until 28/09/23)</td> <td data-bbox="1265 1675 1385 1787">Chair</td> </tr> <tr> <td data-bbox="204 1787 308 1899">8.</td> <td data-bbox="308 1787 1265 1899">HT to review the Home School Agreement. (postponed until 28/09/23)</td> <td data-bbox="1265 1787 1385 1899">HT</td> </tr> <tr> <td data-bbox="204 1899 308 1966">9.</td> <td data-bbox="308 1899 1265 1966">Allegations policy – HT to review. (postponed until 28/09/23)</td> <td data-bbox="1265 1899 1385 1966">HT</td> </tr> </tbody> </table>	Action Points – FGB – 15 May 2023			1.	Chair to sign Approved minutes 20 March 2023 on GovernorHub. Completed	Chair	2.	Staff questionnaire – Governors to review questions on GovernorHub and send any additional questions to HT. On-going. On-going There was a low response (16) from the staff questionnaire. Another questionnaire will be conducted next term. An analysis was made of the responses and no concerns were identified. A concern from some staff was that they did not think the questionnaire was anonymous.		3.	Inclusion Action Plan to be presented at the next FGB. (postponed until 28/09/23)	HT	4.	AMD to review the persistent absence tracking and see the impact. (postponed until 28/09/23)	AMD	5.	Safeguarding date to be rescheduled from 27 June 2023 Completed The monitoring cycle for the year has now been completed and is signed off. The Safeguarding Audit is due for completion 30 September. The new audit will be shared at the FGB 28 September 2023.	Clerk	6.	HT to issue reoccurring meeting link for virtual meetings to Clerk to upload to GovernorHub. (postponed until 28/09/23)	HT	7.	Chair to revise draft virtual governance policy to reflect discussion. (postponed until 28/09/23)	Chair	8.	HT to review the Home School Agreement. (postponed until 28/09/23)	HT	9.	Allegations policy – HT to review. (postponed until 28/09/23)	HT	Chair
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	11.	Skills Audit - Governors, including staff governors, to send to AMD asap. Completed	All																							
4.	<p>Headteachers Verbal Report</p> <p>Admissions</p> <p>Next year there will be no mixed classes. The Infants is a 2 form entry. The Infants school will be full. The PAN for year R is 30. There is a waiting list of 17 children. The children remain on the waiting list and will be contacted if a vacancy occurs.</p> <p>The Juniors is 3 form entry and there will be 73 children starting in year 3. The PAN is 90. There will also be 73 children in year 4. Year 5 and 6 are full.</p> <p>Q: Do you know what the input is for year 3 in other schools?</p> <p>Most schools are below PAN. Schools get consulted if another school wishes to reduce their PAN and a lot of schools have made that decision.</p> <p>Staff complement and Class structure for 2023-24</p> <p>Infant</p> <table border="1" data-bbox="207 1115 1436 1680"> <thead> <tr> <th>Class</th> <th>Class Teacher</th> <th>LSAs</th> </tr> </thead> <tbody> <tr> <td>Reception</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Charlotte Spencer (new appointment) Isobel McGary (new appointment)</td> <td>Gillian Boyes (new TA) Lucy Bennett</td> </tr> <tr> <td>Year 1</td> <td></td> <td></td> </tr> <tr> <td>Hedgehogs Squirrels</td> <td>Lynsey Grover Holly Fowler (ECT)</td> <td>Bel Card Carrie Palmer (new appointment)</td> </tr> <tr> <td>Year 2</td> <td></td> <td></td> </tr> <tr> <td>Owls Robins</td> <td>Amy Denham Hannah Atkins</td> <td>Jacque Parrish Jo Kelly (new appointment)</td> </tr> </tbody> </table> <p>Louisa will assume the role of HLTA and will cover all of the PPA and teacher absences. Louisa will be supported by the Teaching Assistant in the classroom.</p> <p>Jenna Poole will work 2 days a week. She will provide ELSA support, home/family liaison. Jenna will work closely with Anne-Marie.</p>					Class	Class Teacher	LSAs	Reception				Charlotte Spencer (new appointment) Isobel McGary (new appointment)	Gillian Boyes (new TA) Lucy Bennett	Year 1			Hedgehogs Squirrels	Lynsey Grover Holly Fowler (ECT)	Bel Card Carrie Palmer (new appointment)	Year 2			Owls Robins	Amy Denham Hannah Atkins	Jacque Parrish Jo Kelly (new appointment)
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In September Governors will be given more clarity about what the Inclusion provision will look like.

There will be 3 TAs out of class as it has been identified that there will be significant complex need in EYFS.

Staff Leaving

Rhea Finnegan – moving to Australia

Claire Jenkinson – retiring

Temporary contracts ending – Michelle Lambelle, Fliss Pointer

Q: Were there any trends or concerns identified at the exit interviews?

All the exit interviews have not been completed yet. Feedback will be given in September.

An onboarding process has already been started with the 3 new teachers. They have spent a day with the Headteacher –

- Teaching and Learning policy
- Seen examples of excellent teaching
- Cut away teaching
- Observed Sophie teach
- Organisation of the curriculum
- Retrieval and why it is important
- Why a recursive approach is necessary

The teachers have had a full induction which included –

- Safeguarding
- Health and Safety
- Time has been spent in school with their new children
- Time spent across the school looking at good practice

The new teachers have already proposed some good ideas. Transition is going well.

Junior

Class	Class Teacher	LSAs
Year 6		
Beech	Hayley Sired/Helen Normington	Gemma Pollard
Elm	Louise Drage	Emma Mills
Maple	Alex Williams	Nicky Connor
		Mo Lo
		Julie Standish
		Brooke Edgar
Year 5		
Redwood	Rachel Griffiths	Melissa White
Oak	Amelia Collins	Caroline London

Signed:

Date:

Elder	Helen Machen/Sarah Hull	Julie Coombes/Kadriye Francis
		Nikki Medley
Year 4		
Hazel	Clare Kealey	Beth Hubbard
Cedar	Emily Lees	Simone Derrick
Hawthorn	Katie Moles/Ali Kay	Rachel Barnett
		Louise Pugh
		Zoe Hart
Year 3		
Willow	Natalie Hogbourne	Chloe Medley
Birch	Lauren Pattinson	Alison Watson
Lime	Tom Battersby	Georgina Wilcox
		Rich Hayward-Brookes

Louise Pugh and Nikki Medley will be training to do HLTA. They will train on the job. Anne-Marie will be available to guide them. This will provide consistency in the classroom to cover PPA. It will also provide Anne-Marie more capacity to do ELSA, nurture and home/family liaison.

Staff Leaving

Amanda Reid
 Jenny Bailey – Retiring
 Heidi Watts
 Raquel Tur-lillo
 Mike Ackland

In the Autumn this academic year 6 new LSAs were appointed on a temporary fixed term contract. 3 LSAs on temporary fixed term contracts will be leaving at the end of term. Due to the complex needs of the school 3 LSAs have been secured on a fixed term contract for the new academic year.

Subject Leaders will be working across both schools from September. The subject Leaders will look at how the curriculum is being taught across Early Years, KS1 and KS2. Every teacher will only be doing one subject.

Haley Sired	Science
Rachel Griffiths	English
Lynsey Grover and Lauren Pattinson	Maths
Natalie Hogbourne	PE
Louise Drage and Hannah Atkins	Art

The School Improvement Plan will be finalised and shared with the FGB at the September meeting.

The curriculum mapping dictates the knowledge the children need. The skills are articulated to the children through the characteristics of learning. It is important to think about what the characteristics of learning look like in years 1 to year 6 so that

they are progressive. Subject Leaders and teachers should know what they need to be teaching and what opportunities they need to be providing for the children in every subject.

In October there will be 2 twilights which will be dedicated to looking at what does success in each subject look like for each year group? How does it develop?

The Governors said it is a big move forward across both schools.

The staff are very happy with the staffing complement, where they are teaching and the subjects they are leading. Transition days went very well.

Budget

Following a revision of the staff complement it does mean that the school will not now be in deficit. At budget revision in October the new budget will be presented to the FGB. It is not looking like a restructure will be required in the Autumn term which is positive.

5. KS1 and 2 results Review of SATS results of 11 July 2023

Results

The papers were extremely hard. It was recognised Nationally that the reading paper was difficult and the pass mark was lowered by 5 marks.

Teachers were surprised how much the papers were reliant on the children having a worldly understanding.

	ARE	GD
Reading	78%	39%
Writing	83%	20%
Maths	76%	19%

The combined result achieved was 70% and 14% Greater Depth. The results achieved were above National which was set at 59%. The school have done extremely well. It was disappointing that the combined result achieved was 70%. This was due to 9 children overall that make up 10% of the result. Those children achieved 99 and the pass mark was 100. The papers are being checked to see if they can be submitted for a re-check.

Reading standards remain at a pre-pandemic level and overall the same amount of pupils achieved the expected standards.

The year 6 children have done extremely well this year and have kept in line with the trajectory at KS1 despite this cohort having missed 2 years of schooling. The HT

	<p>asked that it be minuted that the year 6 team and the children have worked extremely hard and they should be congratulated.</p> <p>Q: How much of an impact has the exam test environment had on the children? It is important not to overwhelm the children. The children were used to the way that the exams would be held. Some of the children were anxious on the day and some were very emotional.</p> <p>Q: How far off were the children who were not border line ARE? Some were not too far off. They have all made good progress.</p> <p><i>DN left the meeting at 5:30 pm</i></p> <p>Q: Will the data be provided to the Governors? How can the Governors ensure that children are making progress? A detailed data analysis will be given at the CLA meeting in September.</p> <p>The Governors congratulated the staff and the children.</p> <p><i>HS left the meeting at 5:35 pm</i></p>	
<p>6.</p>	<p>Early Years Foundation Stage Assessment (EYFS)</p> <p>Good Level of Development</p> <p>70% in 2023</p> <p>3.3% points drop since 2022 (Hampshire 1.2% points rise since 2022)</p> <p>1.9% points lower than Hampshire in 2023</p> <p>2.7% points higher than National in 2023</p> <p>No comparison with 2019 due to new curriculum introduced in 2020</p> <p>Average number of Early Learning Goals at Expected Level per child</p> <p>13.7% in 2023</p> <p>1.8% points drop since 2022 (Hampshire 0.1% points rise since 2022)</p> <p>1.3% points lower than Hampshire in 2023</p> <p>0.4% points lower than National in 2023</p> <p>No comparison with 2019 due to new curriculum introduced in 2020</p>	

KS1**Reading**

At Expected

83.3% in 2023

7.4% points rise since 2022 (Hampshire 0.9% points rise since 2022)

2.1% points drop since 2019 (Hampshire 7.5% points drop since 2019)

10.5% points higher than Hampshire in 2023

14.9% points higher than National in 2023

Greater Depth

35% in 2023

2.2% points rise since 2022 (Hampshire 0.5% points rise since 2022)

8.8% drop since 2019 (Hampshire 9.7% drop since 2019)

11.4% points higher than Hampshire in 2023

16.2% points higher than National in 2023

Writing

At Expected

71.7% in 2023

1% points rise since 2022 (Hampshire 2.2% points rise since 2022)

3.6% points drop since 2019 (Hampshire 9.5% points drop since 2019)

7.2% points higher than Hampshire in 2023

11.4% points higher than National in 2023

Greater Depth

26.7% in 2023

12.9% points rise since 2022 (Hampshire 0.3% points rise since 2022)

6.5% points drop since 2019 (Hampshire 8.5% points drop since 2019)

17% points higher than Hampshire in 2023

18.4% points higher than National in 2023

Mathematics

At Expected

83.3% in 2023

4% points rise since 2022 (Hampshire 2.4% points rise since 2022)

2.4% points drop since 2019 (Hampshire 6.3% points drop since 2019)

10.1% points higher than Hampshire in 2023

12.7% points higher than National in 2023

Greater Depth

36.7% in 2023

7.4% points rise since 2022 (Hampshire 1.5% points rise since 2022)

2.6% points drop since 2019 (Hampshire 7.5% points drop since 2019)

18.1% points higher than Hampshire in 2023

20.3% points higher than National in 2023

Phonics

Year 1: Working at

100% in 2023

6.7% points rise since 2022 (Hampshire 4.5% points rise since 2022)

6.6% points rise since 2019 (Hampshire 2.9% points drop since 2019)

20.1% points higher than Hampshire in 2023

20.9% points higher than National in 2023

NB – New child just entered school not passing the phonics test

Year 2 Retakes: Working at

75% in 2023

75% points rise since 2022 (Hampshire 18.1% points rise since 2022)

3.6% points drop since 2019 (Hampshire 4.3% points rise since 2019)

14.1% points higher than Hampshire in 2023

15.3% points higher than National in 2023

Gap Analysis

KS1

27 female, 33 male, 6 FSM, 11 SEN (5 FSM=SEN. Also 2PP=LAC)

Reading

At Expected

83.3% in 2023

	Foxhills	Hampshire	National
Free School Meals	66.7	53.6	54.1
SEN	45.5	25.5	28.2
Male	78.8	69.8	65.1
Female	88.9	75.9	71.9

All groups performing better than National and Hampshire

Females 10.1% points above males (National 6.8% difference) – Need to narrow this gap

Writing

At Expected

71.7% in 2023

	Foxhills	Hampshire	National
Free School Meals	50.0	42.9	44.7
SEN	27.3	15.9	19.0
Male	72.7	59.2	54.5
Female	70.4	70.0	66.3

Signed:

Date:

All groups performing better than National and Hampshire

Males 2.3% points above females. Males considerably higher than National

Mathematics

At Expected

83.3% in 2023

	Foxhills	Hampshire	National
Free School Meals	33.3	53.2	56.0
SEN	27.3	28.9	32.4
Male	81.8	74.1	70.8
Female	85.2	72.3	70.3

FSM (22.7% lower) and SEN (5.1% lower) groups performing lower than National. As a school we are 10%+ higher than National therefore what are we not getting right for our FSM & SEN pupils?

Gender groups performing better than National and Hampshire

Male/ Female generally in line (3.3% difference)

Phonics

Year 1: Working at

32 female, 28 male, 3 FSM, 7 SEN (1FSM=SEN. Also 1 extra PP – Forces)

	Foxhills	Hampshire	National
Free School Meals	100	63.6	66.9 (67.2 Disad)
SEN	100	41.4	42.9
Male	100	76.7	75.7
Female	100	83.2	82.5

All groups performing better than National and Hampshire

EYFS

Good Level of Development

70% in 2023

38 female, 22 male, 3 FSM, 7 SEN (2FSM=SEN. Also 1 extra PP – E6)

	Foxhills	Hampshire	National
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Free School Meals	33.3	48.5	51.8
SEN	28.6	24.1	20.0
Male	63.6	65.5	60.6
Female	73.7	78.5	74.2

FSM (18.5% lower) and females (0.5) groups performing lower than National. 2 of our 3 FSM are also SEN.

SEN and Males groups performing better than National.

Females 10.1% points above males however this is a smaller gap than National (National 13.6% difference)

Highest specific gaps compared to National

FEMALES

PSE Personal Social Emotional (-11.5%), Literacy (-7.3)

Free School Meals

Physical (43.2%), Literacy (20.9%) and Maths (30.1%)

Actions:

- Catch up for phonics in year 1 – low outcomes this year in RWI compared to previous years
- Re-mapping of maths curriculum in at least EYFS – low outcomes in PUMA compared to previous years

The data is very positive and re-assuring for both schools. It is re-assuring that the Federation has not had a detrimental impact. It has been a very different year and the staff should be very proud.

7. Year 4 Times Tables

The Multiplication Tables test is scored out of 25. The test is taken electronically. Year 4 have worked extremely hard over the year to practice.

- There is no defined pass mark
- 91 children took the test
- 57% of the children scored 25 out of 25 (58% in 2022)
- The mean average score was 22.4 (23 in 2022)
- National headline facts and figures for 2022/2023 will be available in November 2023

The National headline facts and figures for 2021/22 –

Mean average score 19.8
% of pupils who scored 25 = 27%

	<p>Going forward times tables will be introduced in year 2 and year 3.</p> <p>Q: The results are amazing. What will be done for the children who are struggling with their times tables?</p> <p>Those children will be identified within Pupil Progress meetings and that information will be passed on to their year 5 teacher. Interventions will be put in place. It is important for all children to constantly work on and use their time tables. Strategies will be identified that the children can use.</p>	
8.	<p>Review of Parent Survey</p> <p>The review of the parent survey has been completed. No comments have been received back from the Governors. Focus has been on sport, behaviour and opportunities to use the school site.</p> <p>Feedback has been received that for parents who both work they are unable to attend sports day or other events. Going forward the whole school year will be mapped out and parents will be advised dates well in advance.</p> <p>Communication – letters to parents, which apply to both schools, are going out on different times. This has now been addressed.</p> <p>The Governors were happy with the parent survey feedback which will be submitted to parents. The data summary, showing percentages, will be sent out with the feedback.</p>	
9.	<p>Feedback from Committee meetings</p> <ul style="list-style-type: none"> • F&R – Mon 15 May 2023 (No meeting held since last FGB) • Safeguarding – Meeting on 26 June 2023 MI has updated the survey which is on GovernorHub. • CLA – Mon 30 March 2023 (No meeting held since last FGB) DN Learning Walk has been uploaded to GovernorHub. 	
10.	<p>Governor Resignation</p> <p>Angela Ifould has resigned from her position as Parent Governor. A notice will be issued to parents at the end of term advising them that there will be a Parent Governor vacancy so that they have time to consider the position over the summer.</p> <p>Michael Isherwood has resigned from his Co-opt position from the end of term.</p>	
11.	<p>https://app.governorhub.com/s/hampshire/training</p> <p>https://app.governorhub.com/document/62b2b8e9e3caccd271f707d3/view</p> <p>Training WGBT</p>	

	<p>WGBT - 'The Governors' Role in Monitoring & Evaluating SEND'</p> <p>AP9: AMD to contact GS to book the WGBT in the Spring term (February – on a Wednesday/Thursday evening 5:30 pm/6 pm)</p>	AMD
12.	<p>Dates and items for future meetings</p> <p>12.1 The meetings schedule for the new academic year has been uploaded and circulated.</p> <p>12.2 It was proposed to set up a small Working Party to look at the way the Governing Body works. A plan of work for the academic year will be developed.</p> <p>AP10: Chair to issue an email to ask for volunteers for the Governing Board Working Party.</p>	AA
13.	<p>Any Other Business</p> <p>The Parish Council Fete is on Saturday 9 September 2023 in the recreation ground in Whartons Lane. It would be lovely if Foxhills Federation could be involved. The site would have been risk assessed and there will be an arena. It was proposed to have an arts and crafts stall. AMD is collecting the children's work to show at the Fete. There may be a possibility to showcase some of the school videos.</p> <p>School website – In September there will be a joint website. The website will be shared with the Governors at the FGB.</p> <p>Staff morale – Q: How is staff morale bearing in mind there are strikes, PEX meetings taking place and changes to staff?</p> <p>At the last meeting Governors were advised that some of the support staff were unsettled and concerned. That has settled down now that they know what their position is for the new academic year. Staff are looking forward to the new academic year.</p>	
14.	<p>Self-evaluation of the meeting</p> <ul style="list-style-type: none"> • How have Governor actions discussed at this meeting benefited the children to become life-long learners? <ul style="list-style-type: none"> • Discussion on assessment outcomes in both schools (more in depth analysis at the Autumn 1 CLA meeting) • Presentation by HT of staffing plan for 2023-24 which will best support children • How have the Governors supported and challenged the senior staff strategically during the meeting? <ul style="list-style-type: none"> • Discussion of staffing for 2023 – 24. 	

	<ul style="list-style-type: none"> • Impact on budget of staff changes (positive) • Impact of reduced numbers in Years 3 and 4 in the JS, and consequent budget reduction 	
	The Chair thanked everyone for attending and for their valued contribution.	
	<p>Meeting Dates</p> <p>Safeguarding Tuesday 26 September 2023 - 9 am</p> <p>FGB Thursday 28 September 2023 – 4:30 pm</p> <p>Pay Committee – Tuesday 10 October 2023 – 8:30 am</p> <p>CLA Tuesday 31 October 2023 – 2:30 pm</p> <p>Resources Thursday 16 November – 8:30 am</p>	
	The meeting closed at 6:20 pm.	

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6.	Allegations policy – HT to review. (September 2023)	HT
7.	AMD to contact GS to book the WGBT. AMD to confirm dates with LH/AA.	AMD
8.	Safeguarding Audit to be completed by 30 September. To be approved at FGB 28 Sept 2023.	HT/ Clerk
9.	AMD to contact GS to book the WGBT in the Spring term (February – on a Wednesday/Thursday evening 5:30 pm/6 pm)	AMD
10.	Chair to issue an email to ask for volunteers for the Governing Board Working Party.	Chair