



FEDERATION OF STOKE HILL SCHOOLS MINUTES OF THE FULL GOVERNING BODY MEETING 13th July 2023

PRESENT:							
Attendees	Initials			Attendees	Initials		
Yvonne Hammerton Jackson	YHJ	Executive HT		Andy Pheasant Via Teams	AP		
Simon Jones	SJ			Maria Scholey	MS		
Jade Earle	JE	LA Governor		Zohal Rohani	ZR		
Amy Bickford	AB			Helen Greenhall Via Teams	HG		
Carla Encinas	CE						
Emma Marsh	EM						
Tina Lawton	TL						

Apologies	Initials	Reason
Daz Low		

In Attendance	Initials
Dianne Goodwin (Clerk)	DG

Item	Description	Owner/ Decision
1	Welcome and Apologies for Absence: AP unable to attend in person due to illness. SJ chaired the meeting. SJ welcomed everyone to the meeting. Apologies received from Daz Lowe.	
2	Declaration of Pecuniary Interests: Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity. No interests declared	
3	Confirm accuracy of previous minutes and matters arising from the last meeting Actions <ul style="list-style-type: none"> • 1. Governors to provide photos and pen pictures for the website – almost complete • 2 DG to arrange elections for Staff and Parent governors – paperwork prepared and will be held in September. • 3 AP to contact DCC- completed. AP said he was unable to give further information at this stage as the matter may need to be resolved by First Committee at a later stage. SJ said that governors would provide whatever support was needed. 	
	Executive HT Report Main points to note. Stoke Hill is average in terms of numbers of children with SEN, slightly lower than average PPG so teachers should have high expectations of children's progress. Numbers for 23-24 Reception will be full.	



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	<p>Year 1 is not full because of low numbers in Reception this year. The lower numbers will have impact on budget in later years. Pupil numbers are decreasing in Exeter and surrounding area. This will be a challenge for all schools. All KS2 classes are full except Year however the school may take a couple of extra pupils depending on circumstances.</p> <p>Absence</p> <p>Overall figures lower than national figures. Lot of work being done to follow up absences with contact with parents as soon as possible.</p> <p>Safeguarding</p> <p>Classification of incidents has improved and is now more accurate.</p> <p>SHINS – main issues seem to arise from difficulties linked to parenting.</p> <p>SHJS – increase in online safety issues. These could be incidents where child has made a disclosure or an incident that has been recorded by the teacher.</p> <p>A lot of issues relate to one child.</p> <p>Behaviour</p> <p>Bullying – is it cohort driven? Not really, lot of incidents relate to one child who has now moved to PRU.</p> <p>Behaviour has shown an improvement at SHINS. Fewer incidents at lunchtime. This could be because a lot of the MTAs are also TAs so they are already aware of potential issues.</p> <p>Slightly different at SHJS. SLT presence at lunchtimes has helped.</p> <p>What will you do to improve?</p> <p>Try to get more commitment from MTAs -provide more training and support, make sure that they are aware of relevant policies and improve line management.</p> <p>Lot of work has been done to improve Mental Health and this is planned to continue.</p> <p>Increase in incidents – not sure if this is an actual increase or it is a result of better reporting of incidents.</p> <p>Behaviour is everybody's responsibility and children need to be aware of the hierarchy of consequences.</p> <p>Data</p> <p>Phonics Year 84%, retakes 86%. Progress due to introduction of Little Wandle and hard work of teachers. There had been a large number of retakes, some of whom had zero scores when they took the test in Year 1 so this shows a vast improvement.</p> <p>KS1 tests were moderated. Reading and writing were below expected levels but Maths was above. More children at Greater Depth for Reading and Maths but not for Writing. Need to look at this to see why there are so few Writing at Greater Depth. A lot of work has been done on Phonics and promoting Reading for Pleasure but more work needs to be done on Comprehension.</p> <p>This is the last year of KS1 SATS. Not sure if there will be any formal assessment for the end of KS1 but school will use PIRA tests to monitor progress. Already using White Rose Maths assessments to monitor progress.</p> <p>(AB left the meeting)</p> <p>KS2 SATS</p> <p>What has driven the improvement in results for Reading? - 35% at Greater Depth for Reading. YHJ said that the teachers had reviewed the units of work and had replaced one unit. Also looked at different ways of engaging the children's interest. 1 child with SEND has been allowed to use a laptop to help with their writing and this has helped them to progress.</p> <p>Progress scores for Year 6 not yet available but use of Insight for tracking has indicated that progress seems to be more evenly spread than in previous years.</p> <p>Reading Test was subject of many complaints and the standardised score was lowered as a result. 73% is comparable with National score and the high number of Greater Depth 35% is particularly good. Other scores for Writing, Maths and SPAG are slightly lower than national figures. Combined score of 59% shows that there is room for improvement.</p>	



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	<p>How will this affect next year's SIP? Targets for Comprehension at KS1 and Maths at KS2 have already been included. Not so much emphasis on looking at gender differences but instead want to drive improvement for all children. Attendance – separate report included. Both schools are making progress on improving attendance but still room for improvement. Unauthorised absences for holidays still an issue. Early help has to be offered to parents/carers if attendance drops below 90%. LA intervention will take place if attendance drops below 50%. A lot of absence at SHINS is due to illness. More work is to be done to try and establish good working relationships with families. Do teachers explain how absence can affect progress? Yes. This is done at New Parent meetings. Can be difficult getting parents in lower income households to attend events where much of this information is given. Work is also being done to promote Mental Health and also look at how cases of “school refusal” can be helped.</p>	
	<p>Reports from Committees Teaching and Learning Review of projected SATS and Phonics results' Review of website Resources Review of FRS. Higher than expected income for PPG. Donation of £5000 from PTFA. Risks to income streams monitored. These should be secure for rest of 23 -24 as based on pupil numbers in January Census. Allowance for Assistant SENCO included in Budget but no appointment has been made yet. TA required for child starting in September with SEND. EHCP funding is in place to help with this. Pay Award – still awaiting confirmation of this. Energy costs still high but hopefully will decrease over the summer. Application made to Heles Trust for funding for improvements to outside learning area. School meals MG is to write to parents in Autumn term to advise them of rising costs of preschool meal provision and likelihood that cost of meals may have to increase. HG said that following the meeting she had started to look at school meals costs in greater detail to evaluate possible repercussions of increases to school meal costs. She said she would bring this to Resources next term. (ACTION) Maintenance work being carried out over summer holiday. H & S Action plan to be drawn by MG following H & S Audit.</p>	
	<p>After School Provision Proposal discussed by Resources. Review has taken place over the last few months and aim is to try and give school more control and provide better support to Lisa. At present school provides support in various ways, e.g., costs of energy, HR support etc but receives no income from ASC. Options Use an external provider such as Premier Sports, FISH Continue with existing provision but set up a recharge of £10000 to cover costs of services provided by school. Option 2 will provide more accountability and will help maintain the current strong relationship. YHJ said the arrangement would be reviewed annually by Resources. She said</p>	



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	she would draw up a policy for ASC (ACTION) How is ASC onitored? It is inspected as part of the OFSTED inspection Proposal for Option 2 was agreed	
	Feedback from Governor Day AP, SJ and JE to draw up a report. AP asked governors to send feedback to him asap. (ACTION)	
	Policies <ul style="list-style-type: none"> • Safeguarding Policy • Recruitment Policy <p>DG said that the Safeguarding Policy had been issued earlier than usual but approval now would mean it would be in place for 1st September which is when the new KCSIE comes into force. She said she would be sending a copy of the latest KCSIE plus a summary sheet for all governors to read before September (ACTION) Policy was agreed Recruitment Policy has had an extra paragraph added to take into account a change made to KCSIE in September 2022 which suggested that schools carry out checks on candidates social media usage as part of the recruitment process. At the moment this is not compulsory but the policy has to state whether or not these checks will take place. DG said that she had been advised that such checks could have the potential to be seen as discriminatory and she would advise against them. YHJ agreed with this. This amendment to the policy was agreed.</p>	
	Governor vacancies TL to be co-opted. This was agreed. This means that there are 2 x Parent governor and 1 x Staff governor vacancies. Elections will be held in September AP said that DL and MS had decided to step down from the Governing Body at the end of this term. He thanked them both for their work during their terms of office which had helped to drive school improvement.	
	Dates of next meetings 21 st September Housekeeping Meeting 28 th September Teaching & Learning 5 th October Resources 19 th October FGB All meetings will be at SHJS at 5pm	
	Actions	