



FEDERATION OF STOKE HILL SCHOOLS MINUTES OF THE FULL GOVERNING BODY MEETING 20th October 2022

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

Apologies	Initials	Reason
Daz Low		
Tom Urwin		

In Attendance	Initials
Dianne Goodwin (Clerk)	DG

Item	Description	Owner/ Decision
1	Welcome and Apologies for Absence: AP welcomed everyone to the meeting Apologies received from Daz Lowe and Tom Urwin Unfortunately, Julie Stevens is unable to attend due to a family emergency. Presentation to be rearranged (ACTION)	
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	Election of Vice Chair Both SJ and JE have expressed interest in working together as Vice Chairs. Following discussion this was agreed.	
	Confirm accuracy of previous minutes and matters arising from the last meeting These were agreed Actions outstanding DG to organise Staff Governor election See Item 6 YHJ to ascertain reason for high number of Phonics disapplication YHJ said she had not been able to identify a specific reason why there was a higher number of KS1 children who had not been entered for the KS1 SATS. She said that no records had been kept so it was not possible to give a definite reason but it could be that	



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	they were unable to “access” the tests, usually because of lack of concentration or poor reading skills. YHJ said that it was better to enter all of the children for the SATS and then look at Access arrangements. CE asked what impact not being entered would have on the children. YHJ said it did not directly impact the children, but it could have an impact on school data at the end of Year 6 as this measured progress that children had made since the end of KS1.	
	<p>Terms of Reference These had been discussed by both Committees</p> <p>SJ asked if another Governance Audit was planned. He said he thought it had been a useful exercise and would be interesting to see how perceptions had changed after one year. AP agreed and said he would discuss this with SJ and JE</p>	
6	<p>Governor vacancies 1 vacancy for Staff Governor and 2 for Co-opted. DG said she had set up a Staff Governor election but there had been no response. YHJ said that she had expressions of interest from two members of staff, but they were concerned about the number of meetings. DG said that they had to attend FGB meetings but there could be flexibility with regard to committee meetings. AP said he understood the concern but said that Staff governor input had been very useful at T & L meetings. He suggested that perhaps they could attend alternate meetings. YHJ said she would discuss this with them. This would leave 1 x Co-opted vacancy. AP said it would be useful to have an external person who could give an unbiased view, but he was mindful that the terms of office of some governors ending during this coming year. DG said it would be useful to look at the Skills Audit to see what gaps in knowledge there were. He asked DG to circulate the Skills Audit summary and also to let him have a copy of the advert that had been used in the past for recruiting governors (ACTION)</p>	DG
	<p>Reports from Committees Resources Single Budget was making it easier for Maria to monitor the situation. Income better than expected mainly due to increase in EHCP and PPG funding. Still some Covid Catch up funding outstanding Pay rises higher than budgeted for. Not sure if the extra will be funded by govt. Pay rise for teachers is higher for NQTs which is having impact at Stoke Hill as there are more NQTs MS asked if there were any applications for EHCPs still outstanding. YHJ said that there were 7 at SHINS and 2 at SHJS. TL asked about TA support. YHJ explained how the funding for EHCP was used. She said it was mainly used to help fund interventions which could included an element of some 1 to 1 support from TAs AB asked what % of children received EHCP support. YHJ said the national figure was 4% but this was on the increase. She said that SHINS was higher with 10%. There are currently 48 000 children who have been assessed as having SEND. She said that the increase was in part due to very few assessments of children in Years 1,2 and 3 taking place during the various lockdowns. CE asked if EHCP assessments were based on the needs of individual children and were the number of EHCPs already in a school taken into account. YHJ confirmed that they were based on individual children and could be raised for a number of different reasons such as social issues. She said that unfortunately there were no Special school places available in Devon so children with complex needs were having to remain in mainstream schools. SJ said that Energy costs were another unknown factor in finances. Some support was being given but very little detail of this had been provided. Extended school – discussion about bringing procedures into line with main school.</p>	



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	<p>TL asked about using Solar Panels to offset some of the energy costs. YHJ said that the school did receive some income from the Solar Panels that were in place. In the past this income had been used to subsidize the Green Club, but it may have to be used elsewhere in future.</p> <p>H & S – new incident log to record incidents when a referral to a medical practitioner has taken place. Will be presented to Resources at each meeting</p> <p>Teaching & Learning</p> <p>New Data packs presented by Jamie and Claire. Data is able to be broken down in lots of different ways, for example able to look at progress compared by gender, month of birth etc. One area of concern that had been previously highlighted was the lack of progress made by girls in Year 5 in Maths in comparison to the boys. Although the data showed an improvement had been made there was still work to be done. JS had said that some of the girls seemed to think that they were not expected to do well in Maths and so work was being done to try and counteract this. Good progress was being made by Years 1 and 2 at SHIS but an area of concern was Reading for Pleasure. CM had introduced Reading Areas into each classroom to try and help improve this.</p> <p>Low numbers in Reception cause for concern. This will need to be monitored in future.</p> <p>Attendance Policy – Aim is to have a more collaborative approach to try and work with parents to try and improve attendance.</p> <p>Governor visits – governors need to arrange visits to meet with staff.</p> <p>YHJ said that governors should aim to try and get initial visits arranged and completed before the end of term. AP said he would recirculate the contact list. (ACTION)</p>	AP
	<p>Executive HT Report</p> <p>Report circulated prior to meeting</p> <p>Organisation</p> <p>Number on roll in Reception could be a problem for Budget as this group progresses through school. Possible that numbers might improve but this was a problem shared by many other schools in Exeter.</p> <p>Number of children with SEND higher than national figure also number of EHCP higher than national figure. Most of these were in Year 1 and Year 6.</p> <p>Attendance</p> <p>Better at SHJS. Need to try and improve attendance figures for Reception children. This includes trying to get them into good habit.</p> <p>JE asked if the change to start times had affected the number of children arriving late. YHJ said that there had been no change</p> <p>Behaviour</p> <p>Much clearer picture at SHINS compared to last year. Most of the recorded incidents related to children to 3 children. One of these is a child going through difficult time at present.</p> <p>CE asked if the same Behaviour policy was used at both schools. YHJ said that it was but there were still some inconsistencies in how it was being used.</p> <p>Attendance</p> <p>Better at SHJS. Need to try and improve attendance figures for Reception children. This includes trying to get them into good habit.</p> <p>JE asked if the change to start times had affected the number of children arriving late. YHJ said that there had been no change.</p> <p>Children on reduced timetables are classed as unauthorised absence for the periods not in school. Overall number of absences has decreased but still a problem with persistent absence.</p> <p>What % of these re children with SEND? Not so many</p> <p>Are there any patterns with the Persistent absence? Some hangover from Covid</p> <p>How many children are on reduced timetables?? 1 in each school. Safeguarding issues also</p>	



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	<p>a factor. Staffing 1 member of staff has resigned due to health issues. Vacancy being covered in short term by existing staff to give continuity to children. FIPS application Only £40K being funded and not £117k that was requested. The redundancy costs had not been covered. The Budget had been compiled without taking FIPS application into account so current position better than expected</p>	
	<p>School Improvement Plans Circulated previously. YHJ explained the new format. The document had been compiled by the SLT and shared with TLRs and sections tweaked. Key areas have also been shared with staff. All understood the key messages TL asked about Parental Engagement. YHJ said that some were not interested but it was still important to offer opportunities. TL suggested holding drop-in sessions.</p>	
	<p>Vision and Values Votes being held on possible Vision Statements</p>	
	<p>Policies for Approval Safeguarding Policy – updated policy in new improved format, previously agreed by T & L HR Policies – reviewed and amended to take into account changes to SLT Discipline Policy Pay Policy both policies approved by FGB</p>	
	<p>Dates of next meetings</p>	
	<p>Actions</p>	