



## Federation of Stoke Hill Schools

### FGB Meeting

Thursday 18th October at 5pm at SHJS

Agenda item number	Agenda Item	Action
1.	<p><b>Welcome, apologies.</b> Present Jade Earle, Andy Pheasant, Carla Encinas, Helen Greenhall, Simon Jones, Tina Lawton, Zohal Rohani, Yvonne Hammerton Jackson. Apologies received from Amy Bickford, Emma Guest</p> <p><b>Declaration of Pecuniary Interests:</b> 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</p>	
2	<p><b>Governor vacancies</b> Parent governors x2 Election for Parent Governors ongoing. Ballot closed at 5pm so results should be available on 20/10. Staff Governor – Sarah Padbury has agreed to take on this role. Co-opted – Katrina McGuigan was approved as Co-opted Governor</p>	
3	<p><b>Minutes of last meeting</b> Agreed</p>	
4	<p><b>School Improvement Plan</b> <b>Agree SIP priorities for the academic year and governor monitoring points throughout the year, with success criteria; timetable series of governor monitoring visits for the year, linked to the priorities.</b> Plans for both schools similar to last year. Each one has three parts, Self-Evaluation, Overview of plan, Detail plan SHJS Evaluation is largely based on Ofsted feedback evidence as this is fairly recent. Key Areas for improvement Phonics – build on progress that has been made at SHINS. Subject Leaders to develop and monitor subjects to ensure coverage, progress and engagement. Maths – to ensure that progress scores in maths improve for all children, especially between lower and middle attainer groups. Teacher assessment – develop this to support planning and adaptations so that teachers are meeting the needs of all learners. Foundation subjects - develop assessment to ensure accuracy of judgements. SPAG - strengthen teaching of SPAG. SHINS</p>	

	<p>Evaluation has been amended to include feedback from Julie Stephens recent visit. She has used triangulation of evidence, both internal data and compared with national data and has noted that improvements have been made during the last 12 months.</p> <p>Key Areas for Improvement</p> <p>Attendance – rates have improved over the last 12 months but still work to be done on persistent absence.</p> <p>SEND – SEND children now being taught alongside their peers but still work to be done to develop Quality First teaching and make sure that teachers are being inclusive.</p> <p>Curriculum - now established across all subjects, but further work to make sure changes are fully embedded.</p> <p>Subject leaders – need to be able to show how their subject is impacting wider curriculum.</p> <p>Phonics – introduction of Little Wandle has helped to improve phonic results. Need to make sure that this is embedded.</p> <p>Maths – results are broadly in line with National scores but aim is to develop progress for all children by using the ‘Jurassic Mastery Readiness’ maths programme.</p> <p>EYFS - to be ‘relaunched’ to include Nursery. Provision in EYFS will be directed by one phase leader rather than two to ensure consistency and high standards are in place from entry to the beginning of KS1. With clear steps of progression across Early Years, Nursery to Reception.</p> <p>Behaviour – behaviour in class is not such a problem, attitudes to learning have improved. However, need to improve behaviour outside of classroom.</p> <p>Sarah Padbury is going to work at SHINS for the next half term to provide extra support to Subject Leaders. Her work at SHJS will be covered by Jack, Emma and Lesley who will be given 1 day a week for this.</p> <p>TL thanked YHJ for this overview. She said that both schools felt more “together” than previously. She also noted that there were more opportunities being provided for parents to connect with school. She noted that one of the selling points of Stoke Hill was the use of outdoor areas for learning and asked what opportunities were being provided to develop this further. YHJ said this was not being overlooked. She said that teachers at SHINS often made use of outdoor areas and a lot of work was being done to develop these areas.</p> <p>SJ commented on the visit by Julie Stephens. He said that the feedback session was good and honest. She had noted the improvements that had been made, including Phonics and behaviour. Julie had said that SHINS was working well and capable of achieving a good judgement from Ofsted but needed to ensure that the curriculum was consistent and improvements to work with children with SEND were continued.</p> <p>Will there be any more visits of external bodies? Julie will make a further visit during the next half term to monitor the work of Subject leaders and also Foundation subjects. May also consider bringing in experts to help with aspects of SEND such as Autism.</p> <p>YHJ said that she was also considering bringing in someone to review Inclusion and Diversity across the Federation.</p>	
5	<b>Committee Membership and Link Governors</b>	

	<p>Safeguarding – CE and HG  SEND – AB  PPG – SJ  EYFS – AP  H &amp; S – SJ  Maths – ZR  English – AP  Foundation – JE, ZR  AP to resend staff contact details (ACTION)  Governance Action Plan – SJ to review (ACTION)</p>	<p>AP  SJ</p>
6	<p><b>Exec HT Report</b>  Circulated previously.  Points to note.  Pupil numbers – still low in Year1 and 4. Low numbers for Year 1 also an issue for other schools in Devon  Attendance – Good start to year with above average attendance compared to 22-23. This has been helped by improved relationships with parents and carers. Still some issues in Reception so letters to parents reminding them of what to do if child has minor illness.  Behaviour – staff are now recording instances more accurately. Any incident which impacts safety or learning is recorded. Some incidents of aggression – mainly related to rough play during football at playtime at SHJS or pushing another child at SHINS. Leadership teams are keeping records of patterns, triggers or recurring names to establish common denominators so that appropriate support can then be given.  Wellbeing – Jo McCarthy has noted an increase in Adult Mental Health issues affecting parenting capability which in turns impacts on children’s behaviour. AP asked about the Wellbeing programmes introduced by Sarah Padbury. YHJ said that although that elements of the Heads-Up programme were still being offered. AP said it would be useful to get an update on the Mental Health provision (ACTION)</p>	<p>SP</p>
7	<p><b>Reports from Committees</b>  <b>Teaching and Learning</b>  Comprehensive review of End of Year Data from both schools  <b>Resources</b>  Main discussion related to School Meal provision. Currently running at a loss. Increase in costs to parents under consideration but need to be mindful of impact of cost-of-living crisis. Review of school meal provision to take place as part of wider review o also include looking at Food in the wider curriculum. Letter is to be sent to parents to advise them of review and possible increase in meal costs.</p>	
8	<p><b>Policies</b>  Pay Policy - agreed.  Food Policy – deferred as part of wider review.  Wraparound Care Policy – draft policy to be implemented from April 2024. YHJ explained rationale for policy. She said that consideration was being given to opening an extra unit at SHINS to meet rising demand.</p>	
9	<p><b>Training requirements</b>  Safeguarding – DG reminded governors to complete the Safeguarding questionnaire recently sent out by Claire McKimm.</p>	<p>All</p>

	<p>Safer Recruitment – only AP and AB have completed this. Would be useful if another governor could do this. The training is Online.  DG said she would send details of training for the rest of this term  (ACTION)</p>	DG
	<p><b>Actions</b>  AP to resend staff contact details  Governance Action Plan – SJ to review  All governors to complete Safeguarding questionnaire  DG to circulate training details for Autumn term</p>	
10	<p><b>Date of next meeting</b>  All meetings will be at 5.00pm at SHINS.  Pay 3<sup>rd</sup> November.  Teaching &amp; Learning 23<sup>rd</sup> November.  Resources 30<sup>th</sup> November  FGB 5<sup>th</sup> December</p>	