



THE GOVERNING BODY OF BIRDSEDGE FIRST SCHOOL

Meeting	Venue	Time	Date
Full Governing Body	Birdseye First School	6pm	Wednesday 26 th June 2024

DFE	2078/2904
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Start of meeting	18:00pm
Close of meeting	18.58pm

Attendance	60%
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Present		In attendance	
Name	Role	Name	Role
Donna Waddington	Headteacher at BFS	Sorrel Hellewell	Clerk
Sian Hyett-Allen	Chair of Governors at BFS		
Philip Marshall	Trust Appointed Governor		
Rebecca Breeze	Staff Governor	Absent with consent	
		Name	Role
		Karen Howgill	Co-opted Governor
		Terry Sigsworth	Co-opted Governor
		Absent without Consent	
		Name	Role

Item	Minutes				
53 Apologies for absence and consent	RESOLVED: Apologies with consent were received from: <ul style="list-style-type: none"> Karen Howgill – Co-opted Governor Terry Sigsworth – Co-opted Governor 				
54 Declarations of interest	RESOLVED: There are no declarations of interest.				
55 Confidentiality reminder	Governors were reminded by Chair that you are a critical friend to the whole school and community and a governor for the school and not a particular person, and a governor role is confidential.				
58 Notification of items to be brought up under Any Other Business	RESOLVED: There were no items to brought up under any other business.				
59 Minutes for the meeting on 8 th May 2024	RESOLVED: All agreed the minutes of the meeting held 8 th May 2024 are approved as a true record of the meeting.				
60 Matters arising	<table border="1"> <thead> <tr> <th>Minute Reference</th><th>Action</th></tr> </thead> <tbody> <tr> <td></td><td></td></tr> </tbody> </table>	Minute Reference	Action		
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61 School Update	<p>Mrs Waddington noted the following points;</p> <p><u>Staffing update</u></p> <ul style="list-style-type: none"> The school are in a good position regarding staffing. An unqualified teacher will be joining Birdsedge as an apprenticeship teacher and they will be teaching year one and year two. The community room will be used as a full-time resource provision, this will allow more space which is needed. There are three children who have EHCP's (Educational Health Care Plan's) who will be joining reception class in September. The school has capacity to be able to move colleagues around if needed. One of the colleagues who works in the school office is retiring at the end of the academic year. The current assistant headteacher will continue this role alongside their SENDCo role. <p>Q: Is the new apprentice teacher aware that they will be required to be flexible? A: Yes, there are. Their current role is very flexible and they have a clear understanding on how to meet high needs.</p>				

Item	Minutes
	<p><u>Assessment outcomes</u></p> <ul style="list-style-type: none"> • Phonic screenings have taken place and went well with a score of 80%. There was only one pupil who didn't pass. • There is currently no GL assessment data but the school has no concerns around GL assessment data as the school have kept up to date with assessments throughout the year, which has enabled the school to see progress and see if any pupils need extra support. • Early years assessment outcome the school are expecting all those children who were targeted to meet expected outcomes however there are 3 children with significant SEND who won't meet expectations (but were never targeted), two of these are new children who have joined in the last few months and are all accessing an alternative curriculum and provision currently. <p><u>Times tables</u></p> <ul style="list-style-type: none"> • There are six children who have completed the times table test. • Several pupils scored around 20, some scored within the teens and one scored 25. • All pupils have made good process. • The school has subscribed to TT Rock Stars which will enable the school to use this to target pupils needs. <p><u>Finance & Operation meeting – June 2024</u></p> <ul style="list-style-type: none"> • The school is in a positive place financially and will be making a small surplus, which wasn't previously targeted for. • The budget is still tight but things are achievable. • There is an area around cleaning and how the school can maximise the use of cleaners and being flexible. • There will be capital work taking place over summer. • All electrical work has now been completed. • The boiler replacement will be taking place throughout term time but the new radiators will be installed in the summer holidays. • Windows 11 is a concern for the whole Trust but it has now been noted that it might not be as expensive as previously predicted. • There have been some broadband network problems which haven't been resolved yet. The IT team are working to try and resolve the issue. • Pupil numbers are positive for September.
62 Safeguarding update	RESOLVED: There are no safeguarding concerns to report.
63 Communications from the Trust	<u>Colleague survey outcomes</u>

Item	Minutes
	<p>Mrs Waddington noted the results were in the folder on Teams.</p> <p>Governors and Mrs Waddington had a discussion regarding the outcomes of the survey and it was noted there were lots of positive answers.</p> <p>Q: One member of staff seems a little disillusioned, is there anything we can do to support as governors?</p> <p>A: No, the answer was regarding the need of pupils that the school currently has. A staff meeting has taken place to discuss changes that are happening and all staff will have training and development ready for when the new reception pupils join the school in September.</p>
64 Governor update	<p><u>Skills audit outcomes</u></p> <p>Mrs Hellewell noted the skills audit form was completed and the outcome document has been uploaded into Teams.</p> <p>Mrs Hellewell gave an overview of the skills audit results.</p> <p><u>Recording of governance structure 2024 beyond</u></p> <p>All governors present in the meeting noted receipt of the governor structure 2024 beyond recording.</p> <p><u>Recruitment of potential governor</u></p> <p>Mrs Allen noted she has spoken with a potential new governor and is going to speak to them to give more details around the role of being a governor.</p> <p>Governors agreed for the parent election to take place at the end of September and for Mrs Allen to send out communication to all parents regarding parent governor vacancies at the beginning of September.</p>
65 School evaluation & direction	<p><u>SEF report</u></p> <p>Mrs Waddington noted there hasn't been any work taken place on the SEF report as it's needs completely rewriting to fit in with the new executive leadership structure. The SEF is relevant to the school as it stands and will aim for it to be ready for September.</p> <p><u>Review school improvement plan and school development plan</u></p> <p>Mrs Waddington noted she has added some narrative in the school development plan which could be useful for governors.</p>

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	<p>Q: The SIP (School Improvement Plan) shows that all areas apart from one is green. The one area which is amber regarding the SENDCo role will this be ongoing and hope to become green in the new academic year?</p> <p>A: It is rated amber due to the current SENDCo hasn't had the capacity to fulfil their role. They have fulfilled some parts of their role but not all. In the new academic year, the SENDCo colleague will be given more time to develop this role.</p> <p>Maths Mastery is still ongoing and the school has also signed up for a new programme.</p> <p>Governors noted their thanks to Mrs Waddington and all colleagues at Birdsedge First School for working so hard to turn the school around and now you can see how well the school is doing, which is fantastic.</p>
66 Policy update	<p>Mrs Waddington noted the PSHCE policy and homework policy are going to be looked into and will be ready to be reviewed in September.</p> <p>The school are going to have curriculum, assemblies, workshops and projects around homework.</p>
67 Important updates for Governing bodies	<p>Mrs Hellewell noted KCSIE (Keeping Children Safe In Education) document has not published yet but will upload into the folder on Teams and notify governors once it has been published.</p>
68 Any other business	<p>RESOLVED: There were no items brought up under any other business.</p>
69 Future date for meetings of the possible agenda items	<p>Mrs Hellewell noted 2024/2025 dates were in the folder on Teams.</p> <p>RESOLVED: Governors noted receipt of 2024/2025 dates document.</p>
70 Agenda, minutes and related papers to be excluded from published version.	<p>RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the school.</p>

Summary of Actions

Minute Reference	Action

