



**Headteacher: Mrs Carol Dunne**

## **MEETING OF FULL GOVERNING BODY THURSDAY 8<sup>th</sup> JULY 2021, 7:30 PM**

***Meeting held virtually via Zoom***

**Present:**

Carol Dunne (CD); Nicola Gladwell (NG); Adam Millgate (AM) Chair; Clare Willetts (CW); Janice Markey (JM); Alan Ford (AF); Hiranthi Herath (HH) Vice-Chair; Scott Crawford (SC); Rachel Wright (RW); Graham Robinson (GR); Alan Ford (AF); Natalie Sands (NS); Ed Cousins (EC); Ramon Luengo-Fernandez (RLF)

**1. Apologies**

Received and accepted from Ellie Kaye and Phil Cooke.  
The meeting was quorate.

**2. Declaration of pecuniary interest in any agenda item**

None declared.

**3. Appointment of Co-opted and Local Authority Governors**

AM sought confirmation that everyone was happy to appoint Ramon Luengo-Fernandez to the role of co-opted governor. The appointment was unanimously agreed.

RLF joined the meeting and introduced himself to the FGB. The FGB welcomed RLF.

**4. Minutes of previous meeting/matters arising**

*Meeting held 29<sup>th</sup> April 2021 (virtually via Zoom); document circulated prior to meeting*

- Items 9 & 10—it was confirmed that the nursery review and academy strategy had been added to the meeting schedule
- Item 11 – AM thanked those who had completed the survey. Item was listed to be addressed in the meeting (item 12) but due to time constraints it has been postponed to next FGB
- Item 12 – CD confirmed that the agreed changes had been made to the Staff code of conduct as agreed

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The minutes were approved as an accurate record of the meeting.

## 5. **Headteacher's report/SEDP**

*Report circulated prior to the meeting*

- EK had notified that reference to JS should be changed to JM following her recent marriage.
- CD confirmed that many children and families have struggled throughout the last year as a result of the lockdown which has led to an increase in MASH referrals. The school is supporting those in need as much as possible.
- Chromebooks have been successfully purchased and are in use in Years 3 & 4
- Staff absence has had a significant and unavoidable impact on supply budget which was discussed in Strategy & Finance meeting
- Amendment required on page 6/ Implementation/ Item B. Add 'academic development in core areas' to end of sentence
- Pupil progress meetings had taken place later than usual to allow for more teaching to take place first.
- CD had received Insight data collated from 2000 pupils which suggested that 23% learning objectives met compared to 50% at LF.
- Behaviour – CD explained that attendance at school had increased although it was lower across the PP group. There are still some issues with punctuality due to staggered starts which will hopefully be addressed in the Autumn term when a common start time should be re-implemented.
- SEDP – CD explained that there had been a noticeable increase in the use of Talk4Writing evidence within school
- Trauma training – there are plans to get all staff to level 2 next year
- Community engagement – CD wants to set up a task and finish group with governors (AM has expressed an interest in being involved). Also looking at setting up a parent council with representatives from each class
- CD said that good progress had been made in increasing outdoor learning across the school which had been led by CW
- SC asked how the momentum will be maintained in respect of the coaching initiative. CD explained that the initiative hadn't really got going this year but it will be a focus for the next year where leaders will be encouraged to adopt coaching style conversations with other staff.

## 6. **EY Framework briefing**

CW took the FGB through a useful presentation on the reforms to the EY framework coming into effect from September 2021. CW explained both the new statutory framework as well as the non-statutory development matters.

- CW explained that the new framework had a greater focus on communication and language and aimed to reduce administration and paperwork for EY practitioners by moving away from a 'check list' approach.

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- CW explained that it sets out pathways across three age groups in broad steps to recognise that learning is not linear.
- Early learning goals have changed and include self-regulation under 'Managing self' which aligns to the zones of regulation work already done in LF.
- CW explained the statutory requirement for 4 years olds to be assessed within 6 weeks of starting school to give a Reception Baseline which will be used to compare to outcomes at Year 2 and Year 6. CW and the governors expressed frustration that the data from these assessments is not shared so it will still be necessary for there to be a non-statutory baseline teacher assessment to enable internal progress checks for each pupil.
- CW raised concerns over the staff time commitment required to do the baseline tests and the impact on the teaching for the rest of the class as the suggested time is around 20 mins per pupil. In addition, there were concerns about how teachers, particularly those with little experience in EY, would recognise what 'typical progress' was.
- CW welcomed the introduction of oral health to the curriculum.
- AF asked if CW considered that EY children had been impacted by Covid in the social aspects of the framework. CW explained that there was lobbying to try to get the baseline testing pushed back to take into consideration these factors but so far it had not been given any consideration by the government.
- CD thanked CW for all her work so far in helping staff understand the new framework and emphasised that the SLT was committed to the early years and would ensure that fundamental learning skills not included in the statutory framework would continue to be integrated within the curriculum (such as shapes and measurements)
- RF asked if children with SEND could withdraw from the baseline tests. CW said that the claim is that the assessments are inclusive and therefore there were no known concessions for children with SEND. CW is attending further training and will find out further information, including whether a child who is absent has to do the test at a later time.

## 7. North Abingdon Housing Development

*Document circulated prior to the meeting*

GR provided a useful update on the planned development including the building of a new school. It was believed that the new school will open in Sept 2025 when all houses in the two development areas on Dunmore Road are expected to be completed (Kings Gate and Abbey Fields). The estimated pupil numbers would eventually exceed that of a one-form entry school. CD said that her understanding from the LA was that it was planning for a 2-form entry school plus nursery (probably full time). In the years leading to the opening of the school, parent may look to send their children to Long Furlong and other surrounding schools, but Long Furlong has no capacity to increase its PAN (pupil admissions number).

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GR explained that once the new school is fully open there may be competition for pupils, although CD didn't believe there would be any overlap of the respective catchment areas.

GR asked for suggestions about what governors can do. It was agreed that the FGB could keep thinking of ways to 'promote' LF, focusing on the special community/ family-centric ethos at the school. GR emphasised that we shouldn't leave it too late.

CD mentioned the plan to get some professional filming done for the website and that the children should be the best ambassadors of the school and therefore should be fully involved.

**ACTION:** The progress of the Housing Development to be including as a standing item in all future FGB meetings

*Schedule*

## 8. Committee meeting feedback (Summer term)

### **Operational and People Management committee**

AF went through key points from last Ops and PM meeting on 15<sup>th</sup> June.

- SEDP – parental engagement and how to progress
- Coaching – peer support
- Annual report on Data protection. 13 breaches reported in period which seems high but CD explained that the school tended to over-report in order to strive for best practice
- H & S report – actions around asbestos as OCC has now advised 'there might be some asbestos'. Therefore, asbestos training now required. Also comment on the swimming training. CD is looking into options such as online training which would be more cost effective but is waiting on feedback from Schools Forum
- Statutory requirement for Designated Teacher for LAC/PLAC. CD has this role in LF
- Cybercrime – action plan in place to ensure school is as protected as possible
- Small number of reportable accidents/incidents which have been resolved
- Number of policies approved.

### **Strategy and Finance committee**

Strategy & Finance – NS went through the key points from the earlier meeting that evening

- Budget monitoring
- Concerns over cost of supply staff to cover staff absences
- PE Premium reporting – new playground equipment and playground markings planned for summer
- Approved Internal Financial procedures document following discussions on substitutes in the event of staff absence.

### **Teaching, Learning and Pastoral**

SC went through the key points of the last TLP meeting on 20 May; a concise and focused meeting looking at

- CPD – update on teacher training
- Sharing SEDP with parents

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- Curriculum development – implementation of RSE – need to keep parents informed
- CW presentation on Zones of Regulation and the positive impact on children to date
- Update on statutory induction process for ECTs (Early Careers Teacher)

**9. Review of committee membership/ terms of reference**

*Document circulated prior to the meeting*

No suggested change to existing membership and terms. Noted that SC not shown as chair on TLP. Also PC appointed chair of Pay committee.

**10. School Council report**

*Document circulated prior to the meeting*

The governors were presented with a report written by the two Year 6 representatives from the School Council. The FGB were pleased to hear that pupils feel safe at school and were engaged with the Green schools initiatives in place to make it a Eco-friendly school.

CD had fed back to Dolce regarding an increased choice for vegetarians in the lunch menu and will look to unpick the concerns raised about fairness.

The FGB wished to express thanks to Jenny Mitchell and the School Council for their report and input.

RW suggested that the School Council might like to ask questions of the governors.

Governors were keen to continue to engage with the School Council with the possibility of having a link governor for both the Pupil Voice and Staff Voice as part of the community engagement initiative in the SEDP.

**ACTION:** To add to agenda at next meeting

*Agenda*

**11. Covid Update**

CD explained that they were currently juggling two streams of guidance – the existing and the plans for September where bubbles and staggered start times would no longer be required. (CD advised that changes to bubbles were not going to be made from 19<sup>th</sup> July for the rest of the term).

CD said there was support for some aspects from the Covid period to be retained including the option for online parents' evenings and also managing lunch time in smaller groups. Increased hygiene would still be in place but not necessarily to the same extent as currently.

CD explained that, sadly, the Year 6 bubble was closed due to a positive case but that they would be back in time for the end of term.

**12. Governing Board review**

**ACTION:** To be carried forward to next meeting due to time constraints

*Agenda*

**13. Governor meeting protocol**

AM explained that current guidance is that governor meetings should remain remote for this academic year but governing bodies should look to return to face to face meetings, although a hybrid solution would be acceptable.

After some discussion around the benefits of each, it was agreed that from September, FGB meetings would be face to face, possibly in the hall to allow better ventilation and spacing but committee meetings could remain on Zoom.

**14. Policies/Procedures**

*Documents circulated prior to meeting*

Nursery Admission Policy - the OCC document was adopted without amendment.

**15. Standing items**

Governor training – AM and PC completed Safer Recruitment. AM also completed Complaints and Allegations.

Governor visits – AM to school on 5<sup>th</sup> May and met with CD subsequently.

EK – Safeguarding visit. HH – various recruitment meetings

FOLF – covered in Head’s Report

Nursery Admissions - also covered in Head’s Report. 9/10 children remain from summer in September and Nursery is expected to be at capacity earlier in the year than usual

Successes, celebrations and impact –

- Badger Club - positive Ofsted inspection report
- Charlotte Penny has successfully completed NQT year
- New Chromebooks in use
- Swift and effect Covid measures – only 2 bubbles had to close
- Outdoor learning increased
- Preparation for transition day underway
- Recruited 2 new SENTAs - thanks to HH for her support

CD finished by thanking the governors for their support throughout the year as well as the sterling effort of all staff.

**16. Any Other Business**

The FGB recorded thanks to RS for her clerking throughout the year and wished her a speedy recovery.