



Headteacher: Mrs Carol Dunne

MEETING OF FULL GOVERNING BODY THURSDAY 22ND OCTOBER 2021, 7:15 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); Ed Cousins (EC); Ramon Luengo-Fernandez (RLF); Ellie Kaye (EK) and Phil Cooke (PC).

1. Apologies

Received and accepted from Natalie Sands (NS); AF and EC had advised they would be a few minutes' late joining the meeting.
The meeting was quorate.

2. Declaration of pecuniary interest in any agenda item

None declared.

3. Minutes of previous meeting/matters arising

Meeting held 8th July 2021 (virtually via Zoom)

- All action points had been completed
- GR suggested a minor change to wording in Item 7, which was agreed. **ACTION:** GR to email RS

GR

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

4. Draft SEDP

CD explained the new format which might be useful as a 'snapshot' to share with stakeholders, with detailed action plans hyperlinked. She mentioned that the Local Authority seems to be focusing on Ofsted and noted for governors that the school does not focus on doing things for Ofsted, but to achieve best outcomes and opportunities for the pupils. CD commented on the substantial amount of work by Early Years staff to introduce the new framework. There is a query over where to put outdoor learning on the planner as it fits under several headings.

The current focus is on doing our usual business, even though it is not 'business as usual'.

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SC commented that this is a good snapshot primer for governors. CD replied but she is conscious that the document does not link so well to the vision and values of the school. SC suggested that some of the jargon used in the document may need unpacking before being shared.

ACTION: CD to liaise with RLF around formatting of the document.

CD/RLF

5. **SEND Annual Report to Governors 2020-21**

CW invited questions from those present. CD commented that the report nowhere near reflects the amount of work put in by CW. CW expressed her hope that she will now be able to resume meetings and observing pupils on the SEND register - and staff - face to face. She commented on the increasing high need in Early Years, where there have been considerable difficulties recruiting staff to support pupils with complex needs. EK queried why there might be difficulties recruiting staff; CD replied that it is a role which might be considered underpaid, and for which you need very specific character traits. CW added that many of the local schools are struggling to recruit and retain SENTAs.

RLF queried the figure of 0% for 'All pupils – Writing' at Year 5. CW explained that this could be impacted by missed learning during COVID lockdown periods, and that there is also the issue of the objectives being shared with Year 6, so pupils might not yet have achieved them. Governors were reminded that pupils can be on the register for various reasons, not just learning difficulties.

6. **Safeguarding Annual Report 2020-21**

CD advised that she and EK had recently met and discussed the report.

ACTION POINT: CD to arrange for safeguarding records – including handwritten – to be scanned and uploaded to the relevant child's record in Arbor (the school's MIS).

CD

Whole-staff safeguarding training was carried out on the INSET day in September; there were two staff members not in school that day, and a training session will be arranged.

CD referenced the difficulties experienced when social workers are slow to respond to areas of concern. In response to a query from RLF, she added that there is a risk in such instances that cases will 'fall between the cracks'. Currently, a number of cases are referred back to school to manage.

SC asked if there is random periodic testing of staff concerning Keeping Children Safe in Education; **ACTION POINT:** CD to arrange this.

CD

EK commented that there are 3 governors who need to undertake safeguarding training. **ACTION POINT:** CD to advise those concerned when an in-school session is planned.

CD

There are no areas of concern arising from the report.

7. **Governing Board Review**

NG commented on some aspects of the review highlighting that there are now more roles shared by the members of the governing board, and more effective challenge to school leaders. The school has a good review

schedule for policies; it might be useful to introduce a way of reviewing implementation of these.

AM thanked NG for preparing the document. RW asked whether the exercise would be carried out annually; NG suggested it be a biannual exercise.

PC asked if it is felt that there are areas for development; does it matter if areas of the report are currently red? AM commented that there are no areas of concern and that there are training opportunities available if it is felt there are areas of weakness for the governing board as a whole.

8. **Link Governor – Pupil/Staff voice**

The board discussed opportunities to hear staff/pupil voice. It was agreed that volunteers would be sought to attend meetings of the School Council, Eco-Council, planned Parent Council and feed back to the board. AM commented on his positive experience of meeting with the School Council, who seemed to appreciate someone external (i.e. not a staff member) seeking their views.

The following offered their support in this area: RW, PC, RLF, JM, AM.

9. **Policies/Procedures**

Documents circulated prior to meeting

- SEND – CW advised that, apart from a minor change of wording to reflect that many aspects of pupil records are now held electronically, the policy was unchanged. The policy was approved.
- Safeguarding – a number of minor amendments/correction of typing errors were agreed, and the policy was approved.
- Behaviour/Permanent Exclusion – CD advised that the proposed changes to the previous policy came as a result of discussion at a teaching staff meeting. The policy was approved.

10. **Standing items**

- North Abingdon housing development – GR advised that 5 houses have been sold, with completion expected January 2022. Currently no news about schools.
- Governor training – AM (Ofsted inspection); HH (Understanding personnel matters); AF (Understanding the Primary curriculum).
ACTION POINT: AF to upload slides to GovernorHub
- Governor visits – CD had met with AM (Head/Chair catch-up) and EK (safeguarding)
- FOLF – CD advised that a new Chair and vice Chair had been elected at the recent AGM. FOLF's eligibility for Gift Aid has now been registered.
- Nursery Admissions – It is hoped that the nursery class will be full (26 pupils) by the end of the school year. CD commented that she and CW will be carrying out some work to emphasise to Nursery parents the importance of consistent attendance at Nursery

AF

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sessions (to build social skills and consolidate learning) and that Long Furlong has a Nursery class, with highly qualified staff (as opposed to being a pre-school).

- Health & Safety – CD reported that there have been three instances of physical or verbal abuse against staff that were reported to OCC, two of which required the use of reasonable force to assist the pupil’s behaviour. RS advised that she will be meeting with NS in November for a monitoring visit.
- Successes, celebrations and impact – CD listed the following: staff and pupils being back in school; the incredibly hard work put in by staff; participation in a cross-country event; progress in Writing; pupils’ social skills returning to pre-lockdown levels; a very successful premises working party; the Year 6 residential to Plas Pencelli; JM’s fabulous displays in the library. AM highlighted CD’s success in ‘battling on’ through the pandemic.

11. Any Other Business

AM commented on his training around Ofsted inspection. Long Furlong’s last inspection took place in November 2017.

CD emphasised the commitment to remaining aware of Ofsted updates and requirements, but not being lead by this.