

BROMLEY HEATH INFANT SCHOOL

FULL GOVERNORS MEETING

Minutes of a meeting of the Full Governing Body held on
9th December 2020 at 6:30pm

	Item	Action																												
	<p>PRESENT: Martyn Bond (MB), Lydia Harrington (LH), Kirsti Harris (KH – HT), Shelley Humphries (SH – Chair), Janine Jenkins (JJ), Andrea Richards (AR), Helene Sutton (HS), Lisa Warren (LW) and Louise Webb (LMW)</p> <p>IN ATTENDANCE: Karen Roskilly (KR – Clerk)</p>																													
1.	<p>APOLOGIES: Katie Hosegood (KHQ) and Tricia Paraskeva (TP)</p> <p>WELCOME: SH welcomed everybody to the meeting.</p>																													
2.	<p>PECUNIARY and AGENDA INTERESTS: Parent Governors with children attending BHIS.</p>																													
3.	<p>GOVERNOR VACANCIES KR shared that we currently have 2 vacancies – a Co-Opted Governor and a LA Governor. SH/LMW & LH are all investigating options for prospective governors.</p>																													
4.	<p>MINUTES FROM LAST MEETING: Agreed by FGB.</p>																													
5.	<p>MATTERS ARISING: None</p>																													
6.	<p>HT REPORT/SCHOOL DEVELOPMENT PLAN/STRATEGIC PLAN A copy of the HT Report was shared with Governors, prior to the meeting. Governor Question - There are 65 children in the EYFS performance stats at the top of page 2 in the HT report for writing and maths. It pushes the %'s above 100% when you add them up – can you explain? KH explained that this was an error, it should read as below:</p> <table><tr><th>EYFS 2020</th><th>Reading</th><th>Writing</th><th>Maths</th></tr><tr><td>Currently on track</td><td>46 chrn – 76.6%</td><td>47 chrn – 78.3%</td><td>49 chrn – 81.7%</td></tr><tr><td>Above</td><td>0 chrn – 0%</td><td>0 chrn- 0%</td><td>4 chrn – 6.7%</td></tr><tr><td>Not on track</td><td>14 chrn -23.3%</td><td>13 chrn – 21.6%</td><td>7 chrn- 11.6%</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>PP</td><td colspan="3">1 child</td></tr><tr><td>SEN – 2 chrn</td><td colspan="3">1 child EHC plan 1 child SEN support</td></tr></table> <p>KH also shared recent School highlights including</p> <ul style="list-style-type: none">Y2 have recently sat their phonic screening and achieved a pass rate of 92% - it was noted that this was the cohort who achieved 79.7% GLD in	EYFS 2020	Reading	Writing	Maths	Currently on track	46 chrn – 76.6%	47 chrn – 78.3%	49 chrn – 81.7%	Above	0 chrn – 0%	0 chrn- 0%	4 chrn – 6.7%	Not on track	14 chrn -23.3%	13 chrn – 21.6%	7 chrn- 11.6%					PP	1 child			SEN – 2 chrn	1 child EHC plan 1 child SEN support			
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	<p>EYFS – 5 pupils did not pass and would retake the screening in June 2021.</p> <ul style="list-style-type: none"> • KH shared that our Library has been moved to the Elliott Building and shared photos with Governors. The recent funding received from the UWE Partnership and FOS would enhance the space further. • During a recent Inset Day, KH shared that staff continue to work on the key principles of our curriculum and share details with governors. • January 2021, the school are going to be involved with South Glos talks Oracy Project. This will focus on oracy, to encourage development of vocabulary and giving children the opportunity to talk about their learning. 	
7.	<p>COVID UPDATES Staffing Updates Remote Learning Risk Assessment/Track & Trace Registers Nothing further to add</p>	
8.	<p>COMMITTEE REPORTS FINANCE & BUSINESS DEVELOPMENT COMMITTEE MB shared the main points from the meeting, including:</p> <ul style="list-style-type: none"> • Grant from UWE Partnership • Budget is currently on track. • Catch-Up funding discussed – details have been shared on the School website • Breakfast/Tea Club – numbers are now increasing <p>Future Actions</p> <ul style="list-style-type: none"> • SFVS • Fundraising <p>CURRICULUM HS shared the main points from the meeting, including:</p> <ul style="list-style-type: none"> • Phonic results • Library • Staff going above and beyond <p>Future Actions</p> <ul style="list-style-type: none"> • JJ to report back on PPA sessions • Online presentations to parents <p>PAY SUB COMMITTEE LMW shared that the Pay Committee have met to discuss the recommendations on pay. Following extensive scrutiny and challenge, LMW confirmed that the committee agreed all recommendations.</p>	
9.	<p>POLICIES TO BE AGREED</p> <ul style="list-style-type: none"> • Site Security Policy • Infection Control Policy • Safeguarding Policy <p>The policies were shared with Governors, prior to the meeting. All policies were agreed</p>	
10.	<p>SAFEGUARDING UPDATE LMW & KH have completed and submitted the Annual Safeguarding Audit. In addition, LMW completed a check of the SCR KH shared that a LA Safeguarding check has also taken place and no concerns were identified.</p>	
11.	<p>SKILLS AUDIT UPDATE SH thanked all for completing the skills audit. Following a review of the responses, SH shared that there are no significant gaps in knowledge.</p>	

	If Governors believed that they had areas that would like to develop, to let SH know.	
12.	GOVERNOR ACTION PLAN Carried forward to next meeting	
13.	GOVERNOR TRAINING LH has attended her Induction Training, along with Safeguarding Training. AR/TP attended the Effective Challenge course.	
14.	GOVERNOR CONTRIBUTIONS (OPPORTUNITY TO UPDATE BODY ON WORK COMPLETED SINCE THE LAST MEETING) Governors shared contributions, which included: <ul style="list-style-type: none"> • Visits in School with HT • Reviewed recent skills audit • Completed Safeguarding audit • Successful UWE grant • Pay subcommittee meeting • SEND link meeting via Teams • Revised Budget exercise • 2021/22 budget consultation meeting • Frequent contact with KHQ • Maths link visit • Mentor to new governors • Undertaken several training courses • EYFS link visit 	
15.	GOVERNOR VISIT TIMETABLE Nothing additional to report.	
16.	ANY OTHER BUSINESS KH shared that, following our CSP visit on 4 th December, the school is categorised as being in the Priority 1 category of Local Authority support. This is because there is an Acting Headteacher in place. This will also be recorded at Local Authority level. Governor Question – Is KH feeling supported since taking on the role of HT? KH said that she felt she was well supported – she had a great mentor and the Endeavour group of Heads had also been supportive. In addition, she was also having extra sessions with our CSP. KH thanked SH & LMW for their support, as well. HS shared that she had been contacted by several parents, who felt sad that they couldn't support the school, as they normally would, during the pandemic. They have asked if there is any way they could support the school financially instead. Governors agreed that this was a kind gesture and suggested that KH put together a school wish list for parents to donate to. Governors wanted to thank all staff who have gone above and beyond to keep the school running since September.	
17.	DATE OF NEXT MEETING Wednesday 3rd February 2021 @ 6:30pm Finance & Curriculum Committee to meet at 5:30pm, if needed	

SECTION B