



Faringdon Junior School

Gloucester Street Faringdon Oxon SN7 7HZ

Tel: 01367 240232

office@fjs.faringdonlearningtrust.org

Part of the Faringdon Learning Trust

Headteacher - Sharon Farrell

Chair of Governors - Adam Pickford

MINUTES

Meeting	Full Governing Body	Where	Virtually via Teams
Date	Monday 9 th May 2022	Time	18:00
Attendees	Heather Bourne (HB), Anthony Cook (AC), Dawn El-Masri (DEM), Sharon Farrell (SF, Head teacher), Adam Pickford (AP, chair), Ian Pugh (IP), Lucy Edwards (LE), David Border (DB), Pauline Forbes (associate member), Charlotte Mitchell (CM)		

No	Description	Action
	Procedural Matters (18:00-18:15)	
1	Apologies for absence and acceptance/non-acceptance Apologies were sent and accepted from TA and AM.	
2	Welcome new members, visitors or staff presenting AP welcomed CM to the meeting.	
3	Declaration of any personal or business interests PF and DEM noted that their declarations remain the same as for previous meetings.	
	Ensuring Accountability (18:15-18:45) (Governor comments and questions are in italics)	
4	<p>Agree Minutes of previous meeting on 17th January 2022 DH had finalised the questions for the parent survey, which was sent out. 91 responses were received from parents. The LGB agreed that this was a good result.</p> <p>LE gave an update on the PTA group: she has met with Laura (Chair) and Em (Treasurer) from the FIS PTA group to discuss working together in the future. Both have children moving across to The Elms and were very happy to be involved in the PTA for The Elms from September. LE will move set up the group as a charity in order for the PTA to move forwards. There has been some discussion of the two groups working together to set up a joint summer fair; LE will report back to the LGB on this as plans are confirmed. Those parents on the current PTA at FIS whose children are not moving across to The Elms will look to set up a new PTA at FVP.</p> <p>SF informed the LGB that she has been considering how the school might be able to open up towards the end of term for previous pupils to visit the school before it changes to an all-through Primary but is unsure at this time when would be the best time to do this. LE suggested that a joint fair at FJS for both FJS and FIS PTA groups to run would be a nice end to the year and a good transition into a new PTA at The Elms.</p> <p>Governors were asked to ensure their profile on GH was up to date.</p> <p>DB confirmed that he sent details to TG to enable him to undertake the next level of Safeguarding training.</p> <p>ACTION: DB will double check with SF which governors are up to date with their Safeguarding training to ensure all governor training is up to date.</p>	DB/SF



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	The minutes were agreed as a true and accurate record of the meeting.	
5	Matters arising None.	
6	Data retention policy As this was provided late to the LGB, AP asked governors to read through this and raise any concerns within the next two days via GovernorHub. In principle the policy was approved by the LGB.	
Governor and Headteacher Reporting (18:45-19:15)		
7	<p>Headteacher Report</p> <p>This was provided to the LGB ahead of the meeting via GovernorHub and responses to governor questions compiled by TA.</p> <p><i>Persistent absence seems to be fluctuating between 15 and 20%. Is this normal/higher/lower than previous year? Are you managing to make progress with these families?</i></p> <p>TA: Our Pastoral Lead continues to work with our vulnerable families on persistent absence. We continue to monitor and track this. The second round of letters are in progress and being sent to targeted families/individuals to tackle persistent absence.</p> <p><i>I note that we are up to 22 EHCP and that a new TA is starting to support hearing impairment. Are all of these EHCPs funded and how well resourced are we to support their needs and development?</i></p> <p>TA: All of these EHCPs are funded. The new TA that is starting to support an individual pupil with hearing impairment is appropriately trained and qualified as a communications support worker (qualified with BSL). We do have other hearing impaired pupils who are supported by an external teacher of the deaf. Where necessary, we draw on the support of external agencies to meet the diverse development needs of our pupils (e.g. speech and language therapists).</p> <p><i>Given that attendance has been understandably lower than the target for the last couple of years, and the winter may bring another wave of absences, would it be more realistic and attainable to set a target of 95% for the next year?</i></p> <p>TA: We remain ambitious and aspirational with our attendance target of 96%- as well as optimistic that next year will be less affected by absences and disruption related to Covid-19. Next year we will resume with class attendance related rewards.</p> <p><i>Related to the key findings and actions from the monitoring and assessment of teaching, are there any areas of concern? If so, what is your plan to address?</i></p> <p>TA: We do have some school wide development points across school that we will be focusing on this term. Since the revised feedback policy was shared with staff last term, we will be looking for the impact of this over the next term, specifically feedback in books. There have also been many staff discussions around how to enhance the learning environment.</p> <p>SF informed the committee that there has been a few pupils joining and leaving the school over the last few weeks. We might start to see some of those pupils who were initially unable to obtain a space at FJS join as we change to an all-through Primary.</p> <p>There has been a slight increase in FSM pupils.</p>	



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In terms of data, children are mostly working towards age-expected outcomes. There has been some delay in getting together information on data from pupil assessments as staff have had some issues in getting this onto FFT; SF will provide this to the LGB as soon as possible. The children in Years 3, 4 and 5 are still catching up due to the effects of Covid and staff are working hard to help these children to get to where they need to be.

SF provided Y6 data to the LGB:

Our target is for 75% of pupils to be working at age-related expectations in English but this cohort has 40% SEN pupils so they will always struggle to meet this target. At the start of the year teachers had baselined the children at 59%, which is replicated across the year groups. The children sat a paper in December to check progress and completed another one in March which appears to show that the children have gone backwards, and the level is now down to around 51%. However this does not reflect what we are seeing in the classroom, which shows that the children are making good progress. The children recently sat a mock paper, and the result of this showed 75% as meeting age-related expectations. SF explained that the results of the year 6 SATS this week will depend so much on what kind of paper they are sitting and therefore we could end up with results anywhere between these percentages. DEM has done some reading recovery work with those year 6 children needing extra support which does seem to have had a positive impact.

The target for those working at greater depth is 26% based on their KS1 results and we have been averaging around 18% but the most recent paper appears to show that about 30% are working at greater depth.

CM has started to put together a spreadsheet to look at the Y3, 4 and 5 data to review the data across the year to try and get a clearer perspective on the situation. SF suggested that being able to see the children's scores in order to see how these patterns have changed during the year is more useful in terms of tracking in-year progress as well as looking at the end of year results.

The target this year for Maths is 81% working at age-related expectations and the baseline at the start of the year showed 68%, which is where we are currently sitting. SF reminded governors that this clearly shows the impact of Covid.

The target for those working at greater depth is 23% and we started the year at 7% based on teacher assessments. This has since risen to 14%.

SPaG had a target of 79% working to age-related expectations and teachers baselined this at 66% at the start of the year; we are currently around 71%. The greater depth target is 33%; this was predicted to be 15% at the start of the year and this has now risen to 38%. Children can make a lot of progress in year 6 in SPaG in particular.

Writing has been massively affected by Covid. The target for the year was 79% working at age-related expectations; teachers predicted this at 54% at the start of the year and we are



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around 53% currently. This could still improve as teachers do not need to make their final assessment until the end of June and children will have more opportunities to carry out quality pieces of writing after they have sat their SATS.

The target for greater depth in writing was 17% and we are currently at 14%.

In summary the children are 20% or so below where they should be due to the effect of Covid however if the predicted results come to fruition there has still been significant progress made during the year for these pupils. Other Heads across the Trust are reflecting a similar picture.

DEM agreed that the results at FJS do reflect a national picture, particularly with such a high number of SEN children within the year 6 cohort.

SF explained that in previous years she has only needed to request extra time to complete SATS papers for a maximum of 7 children but she has needed to request extra time for 29 this year; children are struggling to read and work at speed and manage anxiety around the tests. These children are given 25% extra time to complete their SATS papers.

How do we continue to support the other year groups who are also showing the effects of Covid? How can we build this into the SDP for next year and how do we manage this going forward?

SF: There has been a huge impact in how we have been able to assess children and teachers are very mindful of the wellbeing of pupils and have been trying to be nurturing and not pushing them too hard. However we need to ensure that this is captured in future SDP plans and we have a clear idea of how we will support the children to get to where they need to be.

Has the slow progress in catching up the children impacted these children in other ways?

SF: We have been careful at identifying the best staff to provide catch-up support to those children who need extra support to get back on track. In many cases teachers have felt that they are best able to provide this within the classroom as they can clearly see the gaps in the children's knowledge.

DB agreed that the results shown in FJS resonate with those results being seen in other educational settings and therefore the key data to look at is the in-year progress made by the children rather than the results at the end of the year.

AP suggested that it would be good to consider what provision we would like to have in place for the new academic year in order to keep addressing the effects of Covid.

AC also suggested that we could look at alternative ways to ensure that children are given the biggest range of opportunities to enable them to catch up to where they should be.

SF suggested there is some work to be done in terms of working with parents in order to get them to engage with the work which is taking place at school and support this at home,



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	<p>particularly in terms of things like reading at home which are not taking place nearly as much as they were before Covid. Staff have also been doing lots of work with the children in their social interactions, particularly with the year 5 and 6 children in terms of friendship groups and how these work within and outside of school.</p> <p>Governors recognised that there will be some benefits to be seen in the school being an all-through Primary from next year, meaning that there will not be the tricky transition from Infants to Juniors which has taken place previously and which many children struggle to cope with.</p> <p>AP reiterated that governors are very willing to provide support in any ways they can to help school to bring the children back to where they need to be in terms of learning.</p> <p>ACTION: SF to consider the best way for governors to support the initiatives taking place in school and re-invigorating those actions which have previously been successful in supporting the children and helping their learning.</p> <p>AC suggested that the school needs to be really clear on the key role of parents in supporting children to catch up in their learning and making it really clear to parents how they can help to address the effect of Covid by supporting children effectively at home.</p>	SF
8	<p>Update on new school ** CONFIDENTIAL**</p> <p>This was taken in closed session due to the confidential nature of the business.</p>	
9	<p>PTA update</p> <p>LE confirmed there is no further update on this other than that already shared.</p>	
Strategic Matters (19:15-19:45)		
10	<p>OFSTED</p> <p>SF confirmed that there is currently no expectation for either FJS or FIS to be visited imminently but the new LGB will need to look at this next year as both schools will be due to be visited next year.</p>	
11	<p>School Development Plan</p> <p>TA provided this to the LGB via GovernorHub ahead of the meeting and compiled responses to questions which were posed.</p> <p><i>‘Staffing structure to effectively meet the needs of the school’ is currently amber. What needs to be done to ensure we have an effective structure in place?</i></p> <p>TA: This is currently amber because it is in progress. We need to follow the timeline for the current leadership review, recruitment etc. before we can discuss and agree plans for staffing. However these discussions were revisited directly with staff during their mid-year appraisals last term.</p> <p><i>‘Staff feel safe and supported in their working environment’ is currently amber. What needs to be done to ensure staff feel supported and safe? Safe and supported staff will always give more back to the children and therefore children will make better progress.</i></p> <p>TA: A positive staff audit last term raised some points that leadership have since addressed. These were generally quick fixes and an action plan was shared with staff. A follow-up staff</p>	



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	<p>survey in the summer term would be useful to revisit and validate this.</p> <p><i>“The in-school achievement gap between disadvantaged and non-disadvantaged pupils closes and results for pupil premium children are at least in line with national averages” is currently amber. Over and above identified actions, is there anything else that can be done to turn this green?</i></p> <p>TA: This is in progress and will be validated nearer into the summer term through both internal and external key data measures (SATs outcomes and teacher assessments).</p> <p><i>Is there anything more that we could do to support the ‘effective feedback’ part of the SDP?</i></p> <p><i>Good progress on the SDP – great to see so many green ticks. Well done to SF, TA and CM and all staff</i></p> <p>TA: Thank you.</p> <p><i>Are any of the items on the SDP that are not achievable over the next 2 terms given that much energy will need to be directed to the ATP?</i></p> <p>TA: We are on track to achieve all SDP objectives. There are a small number of outstanding actions that are underway this term (e.g. planning for wider experiences in outdoor learning) and will continue on next year.</p> <p><i>Thanks to all staff for their part in making the aims of the SDP happen this year.</i></p>	
12	<p>Finance</p> <p>LE confirmed that she has chased Joel for the outstanding costs for the signage work which was completed.</p> <p>AC and Anne Lynn did a useful session at FCC for the Finance governors; it was nice to meet other Finance governors across the Trust. It is clear that as the Trust nears the 3,000 pupil mark the older buildings within the Trust will be prioritised in terms of maintenance and repairs.</p>	
13	<p>Health and Safety / premises update</p> <p>The Health and Safety audit has now taken place. A few actions were suggested but no concerns were raised. Thanks to Alex for his support to the school in his caretaker role.</p> <p>AC pointed out that FJS was one of only two schools in the Trust which was given a good Health and Safety report.</p>	
14	<p>Resources</p> <p>DEM confirmed that all of the key items have already been discussed.</p>	
15	<p>Staffing update</p> <p>SF confirmed that two new TAs have been appointed – one with sign language skills who is able to support a student who has a hearing impairment and enable her to attend school.</p> <p>We will have our first three Ukrainian children joining us shortly.</p> <p><i>Are the children likely to speak English?</i></p> <p>SF: I am not sure at the moment; we will have to see when they arrive.</p>	
Other Matters (19:45-20:00)		
16	<p>Chairs Comments</p> <p>No further comments.</p>	
17	<p>Any other business agreed as being urgent:</p> <p>CM invited anyone who is free on Friday 27th May to come into school as we are having Jubilee</p>	



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	<p>celebrations. Governors are welcome to join in with the celebrations or provide support in the entertainment which we have planned for the children. Governors to email CM directly if they would like to come along.</p> <p>CM also thanked PF for coming into school to support her and TA in administering the SATS in school today. SF confirmed that we need to confirm that governors are aware of the process of administering the SATS so it was important for PF to attend.</p> <p><i>Should we do something to thank staff who are leaving at the end of this year?</i></p> <p>SF: I am already looking at this and making some plans for what we could do.</p> <p>HB informed the committee that as part of our work with the Ogden Trust we have been invited to attend a science fair in June and we may be looking for an additional adult to accompany us on this trip.</p> <p>SF has set the open evenings for new parents on the same night as the next LGB meeting. Governors agreed that it would be a good opportunity for them to meet with new parents at this event, with the LGB then following on afterwards.</p> <p>ACTION: PF to share these open evening dates with members of the FIS LGB to invite them to attend the open evenings also.</p> <p>IP suggested that the LGB organise an alternative event like a BBQ for staff to thank them for their hard work over the year.</p> <p>ACTION: SF to propose a date for this to take place.</p> <p>AP will confirm the LGB acceptance of the data retention and data protection policies as provided by Anne Lynn by the end of this week, subject to any concerns being raised by governors beforehand.</p>	<p>PF</p> <p>SF</p>
18	<p>Next meeting date: 13th July, 6.30pm.</p> <p>Meeting closed at 8.00pm.</p>	