



Folly View  
PRIMARY SCHOOL

**THE ELMS PRIMARY SCHOOL**  
GLOUCESTER STREET  
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## MINUTES

<b>Meeting</b>	Full Governing Body	<b>Where</b>	Online
<b>Date</b>	Wednesday 3 <sup>rd</sup> May 2023	<b>Time</b>	6.00pm
<b>Attendees</b>	Sharon Farrell (SF, Executive Headteacher), Pauline Forbes (PF, Chair), Heather Bourne (HB, staff governor), Claire Cossey (CC, staff governor), Ian Pugh (IP, parent governor), Michael Outen (MG, parent governor), Wayne Hinton-Lewis (WH-L, parent governor), Debbie Hulme (DH, community governor), Adam Pickford (AP, community governor), Filipp Skiffins (FS, community governor), Kimberly Morgan (associate governor), Sarah Gristwood (SG, associate governor) Alexandra Molton (AM, Clerk), Duncan Millard (DM, Trust CEO)		

No	Description	Action
<b>Procedural Matters</b>		
1	<b>Welcome new members, visitors or staff presenting</b> No visitors or staff were in attendance at the meeting.	
2	<b>Apologies for absence and acceptance/non-acceptance/quoracy</b> Apologies were sent and received from LE and CM. TG and HB confirmed that they would be joining the meeting late. BJ is no longer in post as Head of Folly View Primary.	
3	<b>Declaration of any personal or business interests</b> None were made at this point in the meeting.	
4	<b>To confirm the re-appointment of PF as Community governor</b> The LGB voted for PF to remain in post and she confirmed that she was happy to stay in post for another 4 years.	
5	<b>Adoption of QoE committee and Resources committee Terms of Reference</b> These were made available to the LGB ahead of the meeting. The Terms of References were agreed and adopted.	
6	<b>Minutes of the last meeting on 1<sup>st</sup> February 2023</b> These were agreed as a true and accurate record of the meeting. AP still to be given log in details for FFT.	
<b>Ensuring Accountability</b> ( <i>Governor questions and comments in italics</i> )		



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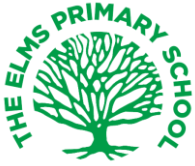
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7	<p><b>Executive Head report</b></p> <p><i>There is a big difference in number of SEND and EHCP across both schools (only comparing reception – yr3 as that is the same across both). Do you see the gap increasing further as Folly View grows? Will the SENCo provision be enough as FVP grows?</i></p> <p>SF: The SENCO has been more proactive as the year has gone by so there are now more children on the SEN list at FVP. The FVP SENCo is increasing her hours from September to 4 days a week.</p> <p>JB confirmed that another 10-15 children have been added to the SEN register since these numbers were produced. In Y2 this means over 50% over the class will be SEN.</p> <p><i>Persistent absentees seems quite high. Is that a growing issue or are the numbers fairly stable?</i></p> <p>SF: Yes, it is a growing issue amongst all schools. We do all that we can to address this issue and try and bring this down.</p> <p><i>How is staff morale with a number of resignations in a short period of time?</i></p> <p>SF: It is ok but early days as staff have only just been made aware of both of the Heads of Schools leaving at the end of this year.</p> <p><i>KS1 targets for TEP much higher than FVP. Where do the targets come from and why is there such a significant difference in targets across both schools?</i></p> <p>SF: Our targets are based on the children’s baseline and we have government targets too. The children who went to TEP were more those who were on target for their age.</p> <p><i>More children reaching targets at FVP but targets are lower. Is there indication these targets were low?</i></p> <p>SF: They are coming in at a lower level.</p> <p><i>Yr6 – is it unusual for Maths to be furthest away from target?</i></p> <p>SF: Usually they rapidly increase, particularly in arithmetic. There is only another week until their SATS and they had better results in their most recent tests. We should see better results this</p>	
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<p>year than last year.</p> <p><i>EYFS – good to see data increasing at each data point TEP, FVP likely to achieve GLD at 45% still seems quite low. How much do you think this will increase by?</i></p> <p>SF: To do with where the children are coming in at rather than the quality of teaching.</p> <p>JB confirmed that a number of new children at FVP had higher needs and more vulnerabilities.</p> <p><i>Reception data commentary very useful to gain an understanding of where the schools are at.</i></p> <p>SF: Shelley has been doing this and I agree it is helpful.</p> <p><i>Safeguarding log – does this mainly lie with Head of school or pastoral team? This is a huge amount to deal with.</i></p> <p>SF: The Pastoral lead at TEP has now left and she did take on a number of the Safeguarding issues. SF is now taking on oversight of this across both schools and doing things like Children Protection applications. CM and JB are dealing with the MASH referrals and the more day-to-day stuff.</p> <p><i>Is there a difference in the catchment for each school which means that the cohorts will continue to be different?</i></p> <p>SF: FVP have had a number of children on Child in Need plans and requiring more support.</p> <p>JB explained that most of those families with vulnerable children have moved with the school as they know the staff and have a support network in place with the school already.</p> <p>PF suggested that the differences may also be linked to the funding which FVP has for two year olds, which has not yet started at TEP.</p> <p><i>Behaviour – how are staff and the rest of the children coping with challenging behaviour? Do you feel the schools are receiving adequate support from outside agencies?</i></p> <p>SF: I made two suspensions last week. There are also a few in Year 3 at TEP who have been a challenge and continue to be so. SG and outside agencies are providing support. I would not</p>	
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usually suspend children at this age for such a long spell but some of them are so dis-regulated that we need time to consider our inclusion plan and what happens next to ensure that these instances do not recur. There is then a restorative plan to try and get the children back into school happy and settled and ready to learn after the suspension.

*Given the nature and number of behaviour instances we are seeing, how are you making decision about this to best support the mental health and wellbeing of the staff and other children?*

SF: it is about balancing the needs of the child and the other children within the school, as well as staff. With the recent PEX case we had explored every other possible route to prevent this occurring but this was then the only way I could try to get him into the right provision for him as we were not the right setting and OCC were not carrying out their statutory duties.

Swindon Borough Council contacted SF to confirm that the child was now living in Swindon and asked for her to rescind the PEX in order for him to apply to go on role at another school in Swindon, which SF was happy to do.

*Are we getting the balance right here in terms of what we have to do and what we need to provide?*

JB: There are some constraints with what we can do in terms of these children's other vulnerabilities and support being provided by outside agencies.

SF explained that OCC are not currently meeting their statutory duty for our SEN children which provides a challenge to staff in particular.

*Are we any closer to having a special school in Faringdon or this integrated into FVP in terms of funding etc.?*

SF: Many children have to wait for over a year to be granted EHCPs and in the meantime we need to fund the extra support needed for these children. The funding we receive is not enough to cover the cost of the support needed for our SEN children and this is a local and national level.

*We need to ensure we use all means at our disposal to complain about OCC's lack of meeting their legal duties. And we should inform parents about doing this too.*



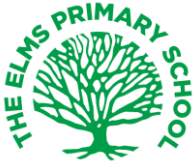
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	<p>SF confirmed that Helen Cox has written to OCC to complain about the situation and Duncan Millard (DM) has also raised this. DM has also spoken with our local MP and asked him to raise this as an issue.</p> <p><i>A huge thank you to all of SLT for the work they have continued to do despite very challenging circumstances.</i></p> <p><b>Whole school profile</b></p> <p><i>Would you say TEP and FVP are typical in terms of their whole school profile?</i></p> <p>SF: Yes, except from the higher level of need at FVP.</p>	
8	<p><b>Data</b> This was not available in time for the meeting. SATS results will be reported at the next meeting.</p>	
9	<p><b>Safeguarding Update</b> PF asked governors to complete their Safeguarding training ASAP – contact her if any questions.</p> <p>DH confirmed that she has not yet completed her DSL Level 3 but will do this ASAP.</p> <p>SG is covering the Trust Safeguarding role for the summer term as Gemma Rogan has now left the Trust.</p> <p><b>ACTION: SF asked SG to send over the Safeguarding reports for FVP and TEP which have not yet been received.</b></p> <p><b>ACTION: MO asked SG to chase up his certificate for Safeguarding training which he attended before Easter.</b></p>	<p>SG</p> <p>SG</p>
10	<p><b>Finance Update</b> PF explained that our current spend at both schools is better than we had expected considering where we started this year but much of this is due to savings with staff costs.</p> <p>PF confirmed that we need to approve the final budget our next meeting on 7<sup>th</sup> June as this is the deadline for this to be confirmed.</p> <p>SF has been liaising with Tracey, our finance officer, regarding draft staff budget for next year. This will be looked at in more detail at the Resources meeting next week.</p>	
11	<p><b>Health and Safety</b></p>	



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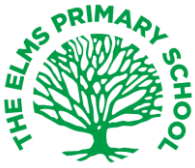
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	<p>SF has uploaded information about the latest actions which have been risen: FVP issues about a skip and a pair of ladders which were left behind by a contractor. The fire alarm went off at TEP this week whilst SF was at the school. The fire brigade were called and they found some fire doors wedged open, so they will be making a return visit to the school to check this. A grass snake was found at the library garden by staff at TEP and was captured by a teacher but then escaped.</p>	
	<p><b>Strategic Matters</b></p>	
12	<p><b>SDP</b> <i>Lots of progress made with behaviour with lots of these areas turning to green on SDP.</i></p> <p><i>FVP have more reds due to staff shortage with lots saying 'will be completed in term 5'. How likely do you think this will be as we will still be suffering from staff shortage?</i></p> <p>SF: JB and I are working on this. DM and I are trying to get some more support put in place for JB and we have a couple of aspiring leaders at other Trust schools who are doing their MPQH and they will be working at FVP to support JB and the SLT for the rest of this year. Both are Year 6 teachers so they should be able to come and join us after SATS.</p> <p>JB hopes to be able to complete most of the outstanding actions by the end of the year.</p> <p><i>Are there any areas of the SDP you do not think you will manage to make progress with over the remainder of the year?</i></p> <p>SF: Not particularly, we just need to capacity to complete these.</p> <p><i>Will the new Exec Head set her own SDP from Sept?</i></p> <p>SF: Yes. She has a copy of the one we have been using this year and will work with the new Heads of Schools and Joe Moore to create a new one for the new academic year.</p>	
	<p><b>Other Matters</b></p>	
13	<p><b>Any other business agreed as being urgent.</b> CC term of office on the LGB is coming to an end on 2<sup>nd</sup> June. Thanks to her for all of her hard</p>	



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	<p>work whilst on the LGB.</p> <p><i>I don't want to be meeting school leaders who are already very busy to talk about PPG – how can we address this without imposing more work upon them?</i></p> <p>SF: Maybe leave this until the SATS for year 2 and year 6 are over. It is probably best to look at this during term 6.</p> <p>MO and SG to speak about the Safeguarding audits for FVP and TEP.</p> <p>SF thanked the LGB for all of their support and understanding.</p> <p>AP had asked previously about the effects of the strikes and whether it would be possible to have different children off of school each time.</p> <p>SF confirmed that the Trust position is that we ensure cover is in place for the most vulnerable children. Non-striking staff cannot be used to cover those teachers who are on strike and there are not enough support staff to be able to cover all of the teachers who have been on strike at TEP. No teachers were on strike at FVP.</p>	
14	<p><b>Next Meeting Dates (full LGB):</b> 7<sup>th</sup> June 2023, 12<sup>th</sup> July 2023</p>	