



John Blandy Primary School

Meeting: Local Governing Body

Where: In person – JBL School

Date: Thursday 13th July 2023

Time: 19.00

| Name | Initials | Governor Type | Attended |
|----------------------|----------|--------------------------|----------|
| Hannah Boon | HB | Parent/Chair | Yes |
| Lorna Butler | LBu | Parent | No |
| Nina Davis | ND | Parent | Yes |
| Tamzin Einon | TE | Community | Yes |
| Suzanne Elliot | SE | Headteacher | Yes |
| David Hancox | DH | Community | Yes |
| Christina Holleywood | CH | Parent | Yes |
| Gareth Sheer | GS | Community | No |
| Rachel Skeet | RS | Staff | No |
| Dianna Swale | DS | Staff | Yes |
| Rebecca Wilson | RB | Other/Deputy Headteacher | Yes |
| Clerk to Governors | AM | | Yes |
| In Attendance: | | | |

MINUTES

| Item | Subject | Action |
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| 1 | <p>Welcome, Quoracy, Declarations of Pecuniary Interest, Apologies</p> <p>HB welcomed governors to the meeting.</p> <p>Apologies were sent to the meeting and accepted from LB, GS and RS.</p> <p>No Declarations of Interest were stated at this point in the meeting.</p> | |
| 2 | <p>Urgent matters (as previously notified to the Chair)</p> <p>Due to the confidential nature of these, they were discussed in closed session.</p> | |
| 3 | <p>Minutes of last meeting: (Documents: GovernorHub)</p> <p>a) Approval of minutes of last meeting on 16th May 2023</p> <p>Minutes were approved as a true and accurate record of the meeting.</p> <p>b) Matters arising from minutes of meeting on 16th May 2023</p> <p>SE has made progress on the school vision and 5 year plan. She will share the latest version of this shortly.</p> <p>The fire assessment action was completed at the last meeting.</p> <p>GS has written up his report and this has been uploaded to GovernorHub.</p> <p>One has also been sent to HB about Maths.</p> <p>ACTION: HB to locate this and upload this to GovernorHub.</p> | <p>HB</p> |



John Blandy Primary School

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| | <p>There has been some interest from a parent who wanted to join as a parent governor but we only have community governor vacancies at the moment.</p> <p>SE has met with Jason regarding the update to the Manual Handling Policy. This will be updated at the next review.</p> <p>The office has sent out information about appropriate lines of communication.</p> | |
| 4 | <p>Governing Body:</p> <p>a) LGB Vacancies: 2 Community SE still to advertise for new governors in KBS News.</p> <p>b) Governor Updates and Link Roles Updates on link roles will take place in September.</p> | |
| 5 | <p>Policies (Documents: GovernorHub)</p> <p>a) Handwriting policy is being written and SE will update the behaviour policy in September.</p> <p><i>Are we adding in feedback around behaviours for learning from the recent peer review?</i> SE: Yes, but I want to share this with staff before it comes to the LGB.</p> <p><i>Are we merging with Vale Academy Trust?</i> SE: We have an interim year of transition with a new CEO but it will potentially take longer than this before a decision is made.</p> | |
| 6 | <p>Headteacher's Report (Documents: GovernorHub)</p> <p>a) Key Points b) Staffing c) Health & Safety/Premises d) Safeguarding e) SDP/SEF f) Wellbeing g) Questions (submitted in advance to Headteacher)</p> <p><i>A conscious effort is being made to reduce the costs and travel time for the year 5 residential next year; were the costs of the trip and travel the prohibitive factors for the 20% of children who didn't attend the year 5 residential this year.</i> SE: There were a range of reasons given by families. The point was made that we don't need to travel large distances to access high-quality residential provision, and that a more local residential may offer flexible access in a way school has not considered previously. The SLT were thanked for thinking creatively rather than automatically running the same offer for a further year.</p> | |



John Blandy Primary School

The school and the Board are keen for all children to benefit from the varied opportunities of field trips and residential.

Thanks to SE and the Board for the opportunities given to JBL children.

Where are the children going?

SE: Adventure Plus in Clanfield. We will not be taking part in the evening reflection sessions as these have a religious focus.

What about Court Hill?

SE: FCC go there so I don't want to make this less special for the children by going there too.

HB complimented how well the new members of staff have worked this year, fitting in and sharing their knowledge with the rest of the team really well. Congratulations to the ECT for achieving the standard of Year 6 SATs results this year and thank you for the work which has been done to support her.

Thanks also to the Caretaker who has improved the daily working conditions for all and always ensured we are fully up to date with audits and reports.

SE agreed that staff have pulled together this year and been really supportive to each other, covering the absences of other staff.

It is great that we are seeing such great results and a happy, settled team. Not all schools are in such a good place.

Are we changing lighting at the school?

SE: Yes, this is being done across the Trust. They will be changed to LED lights over the summer holidays should save some money on electricity.

Alex has also implemented some other changes to emergency lights and doors which needed to take place, as well as some works within toilet areas.

SE informed governors that a fire drill took place this week and the children were really good. On return to the building all of the fire doors were confirmed to have been closed after the evacuation, which is great.

Our fire records and audits show that we are up to date.

The H&S audit took place at school today. Alex went through the risk assessment files. 95% of the checks were good but there have been a few actions pointed out although most of these are quite minor. Thanks to Alex for his support and hard work on this.

We also did the term 6 compliance checks which was mainly ok except for a few issues with the school field. There are lots of rocks coming up through the ground with the recent wet weather, which makes it less suitable for play.



John Blandy Primary School

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| | <p><i>Where have the rocks come from?</i> SE: When the builders were here. We were promised a year of support whilst the ground resettled but the issue still needs to be resolved. There are also slip and trip hazards which need addressing.</p> <p><i>How is staff wellbeing?</i> SE: Generally good. We have made changes for next year. It's a tricky time as there is so much for teachers to do with reviews, report writing and assessments. Going forward SEN profiles will be updated to share with parents at parents evening appointments so this spreads this work out a bit over the year for teachers.</p> <p>Staff were appreciative of time given to write reports this year.</p> | |
| 7 | <p>School Performance Data – Summary of P&S meeting HB explained that we have had really good outcomes for Year 6 this year. External moderation has confirmed teacher assessment. This is particularly reassuring as it means we can rely on in-year judgements to guide teaching practice.</p> <p>We have had less very good results in Reading and Maths. Writing will be a focus for next year. We will be looking at the teaching and delivery will consider any improvements we need to make here to ensure all children are able to access the curriculum equally.</p> <p><i>Were the results where you expected them to be?</i> SE: Yes. We needed to provide the data to the moderator before the moderating took place and they were pleased with our data. Not all schools are externally moderated but it is good to have this validation that we are marking fairly and consistently.</p> <p>Nationally expected levels in Writing was 71% and we were at 65%.</p> <p>We have already identified groups of children who will need extra support next year. We need to understand the root cause behind what is stopping these children from achieving.</p> <p>Core and Non-Core Curriculum Evaluation <i>Is the Curriculum development ready to go in September?</i> Yes, we have an A and B cycle. We are thinking more about what knowledge needs to be gained by the end of the topic rather than the skills which the children are learning.</p> | |



John Blandy Primary School

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| | <p>We have decided to put on hold non-core subject assessments as it does not meet the purpose intended due to changes made to the curriculum this year. We have created a new format for assessing non-core that is effective and purposeful for planning and gives subject leads an overview of their subject.</p> | |
| 8 | <p>Strategic Matters</p> <p>SWOT analysis</p> <p>SE explained that all schools have been asked to carry out a SWOT analysis to identify areas of strength, weakness, opportunity and threats.</p> <p>The following areas were identified by staff and governors:</p> <p>Strengths: Staff; we are a desirable school so oversubscribed; positive image in the community; new building on site; phonics teaching; being invited into school as a parent; nurturing ethos; behaviour of the pupils; SLT presence and support for staff; knowing our children and families; governor support; library; safeguarding; parental engagement; active PTA; relationships across the school; working in partnership; GDPR; H&S; CPD opportunities.</p> <p>Weakness: Presentation; transition periods; lack of after school opportunities (there will be a drama club starting in September, SE looked into a Lego club too but this was not feasible); workload; staffing for early intervention; finance; communication; uncertainty about PAN, condition of outdoor space</p> <p>Opportunities: responsive and adaptive teaching; inclusivity and behaviour; changing assessments; maximising the work of TAs; sporting opportunities; maximising teaching staff; CPD of teaching different age groups.</p> <p>Threats: class sizes and curriculum development; rejection of EHCPs; lack of funding and outside agency support; recruitment; retention of staff; mixed age classes; cost of living; budget; strikes. Whole school assemblies and trips and enrichment activities are also under threat.</p> <p>Everyone seems quite positive about the mixed year group classes, as all children within a cohort will receive the same school experience.</p> <p><i>How will this work in reality?</i></p> <p>Miss Hardy is leading on organising this in Year1/2 and Mrs Wilson in Year 3/4. The day will be set up to allow both year groups to learn their own curriculum during the school day whilst still receiving the benefit of mixing together. This is something that could be explained to parents at parent/teacher meetings.</p> <p><i>How do you feel about the plans for next year?</i></p> | |



John Blandy Primary School

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| | <p>SE: Parents seem to be happy with plans so far. The appeals could affect how many we could take next year as we may be over PAN. I think we will end up having to let parents know relatively late in the year what we can offer.</p> <p><i>Will you mix the class teachers up if you are continuing with mixed classes?</i> SE: we will review this during the year and communicate with parents when we are in a position to do so. It will depend on pupil numbers. There is a benefit to the children of having the same teacher but also it is good CPD for teachers to move around.</p> <p><i>The LGB recognised that parents are frustrated not to have any clarity on this yet.</i> SE explained that the school are giving parents clear communication on the elements which they are certain about, which the board accepts.</p> <p><i>Governors recognised that the classes need to be put together carefully to allow for additional needs, behaviour issues and SEN to be shared across the classes.</i></p> <p>Governors recognised that potential future teacher strikes pose a threat to the school.</p> <p>SDP points for next academic year are linked to the 5 key strands which are tied into the Ofsted framework:</p> <ul style="list-style-type: none"> • Quality of education, raising standards • Reading comprehension • Raising standards in writing • Presentation of work • Leadership and management • Teaching intrinsic motivation – we have relaunched zones of regulation to try and improve behaviour in classrooms • Peer review and personal development • Pupil voice <p><i>Governors agreed that the school has done lots of good work in nurturing the children and should now continue to focus on raising standards and ensuring that all children have equal access to the curriculum.</i></p> | |
| 9 | <p>Finance & Budget Update</p> <p>We are still sitting at a surplus budget which put us into a good place for next year.</p> | |



John Blandy Primary School

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| | <p>LED lighting is being installed over the summer and this is being centrally funded. This will save the school money. We should also shortly be locked into another electricity contract which will hopefully give us some cost savings too. We have lost quite a few children this term, with many children moving areas or a few attending private education but are taking on 6 more next term. PAN is likely to be in the region of 273 next year.</p> | |
| 10 | <p>Governor Reports & Visits to School</p> <p>The link governor for Science and DT visited school today to meet with subject leads at the end of a STEM focus week. They attended an assembly where each year group introduced their project work. A full visit write-up is expected, but it was observed that the engineering problems set for each year group increased in knowledge and complexity, and that students were really enthusiastic about their solutions.</p> <p>HB noted that the shared-theme, problem-centred project work was a different approach than seen for science week in previous years, and asked whether the change in focus had worked as intended. SE confirmed that it had, with less teacher-led activity this year and more active problem solving and engagement from the children. The simplified structure of the week had also reduced the workload from risk assessments experienced in previous years. The intention is to do similar next year, within a different area of STEM.</p> | |
| 11 | <p>Correspondence</p> <p>None.</p> | |
| 12 | <p>FLT News Update</p> <p>CH had attended the recent governor seminar, where the following was discussed: Ofsted, FLT merger, increasing numbers in PPG and SEND across the Trust, staff and Headteacher wellbeing (the Trust has suggested holding winter meetings online so governors do not have to travel during bad weather and dark evenings).</p> <p>SE explained that the Trust is looking at improving the offering for SEND and PPG pupils as a priority next year.</p> | |
| 13 | <p>Any Other Business</p> <p>LGB Dates for next academic year</p> <p>Thanks to DE who is leaving the LGB after 11 years. His contribution to the LGB has been notable and valued. He will be staying on the Trust Resources committee so still involved with FLT.</p> <p>Thanks to all staff for their hard work and dedication to the school this year.</p> | |
| 14 | <p>Next Meeting Dates 2023/24:</p> <p>All 7pm</p> <p>Thursday 28th September, LGB</p> <p>30th November LGB</p> | |



John Blandy Primary School

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| 25 th January (P&S at 6pm) 21 st March LGB 25 th April 7pm (P&S at 6pm) 23 rd May (budget sign off) LGB 18 th July (P&S 6pm) | |
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