



GOVERNING BODY TO VERNHAM DEAN GILLUMS CHURCH OF ENGLAND PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting held on 19th September 2024 at 4:30pm

Present

Mr Paul Nicoll (PN) - Chair

Mrs Holly Bulpitt (HB)

Mrs Rachel Miller (RM)

Mrs Kate Taylor (KT)

Mrs Anna Hall (AH)

Mr Matthew Leavesley (ML)

In Attendance

Mr Ian Hickman (IH) - Executive Headteacher

Miss Nikki Pauk (NP) - Clerk

Apologies

Mr Steve Boocock (SB)

Mr Reece Garner (RG)

Red font denotes - Ensuring the clarity of vision, ethos and strategic direction

Green font denotes - Holding the Headteacher to account for the educational performance of the school and its pupils

Blue font denotes - overseeing the financial performance of the school and making sure its money is well spent

Ref	Agenda Item
1.	Welcome, Apologies and Prayer PN welcomed all to the meeting.
2.	Declaration of Pecuniary Interest
3.	Review and sign off the minutes from the meeting 9th July 2024 Agreed by all
4.	HT Report / Safeguarding Report (Verbal) First two days back at school were inset days. Day one was a joint inset day held at Thruxton Race Circuit with Kimpton & Fyfield Primary and Appleshaw Primary. Safeguarding and Health & Safety Training was delivered and professional development goals were discussed in the afternoon.

On day two we invited parents into school to find out their aspirations for the school. This input was very valuable and all ideas have been typed up and will be shared with parents.

Children have settled back into school well and there is a lot of positivity. We are maximising the opportunities of being a small school.

We have now hit 30 children. We had a visit during the holidays and hopefully have two more children starting in October.

IH is booking regular time out with HB to work together.

There is a lot to do around the school in terms of sorting out. The staff room is not a nice place for staff to take a break. This is going to take some time as there is years' worth of stuff which needs to be disposed of as cluttering the school. We have a skip and have made a start.

There is some re-arranging in the school. The photocopier has been moved into the library and the area where the photocopier was is going to be IH's working area. The old HT office is going to be changed into an ELSA room.

There are too many display boards around the school. Staff do not have the time to spend with the upkeep of display boards and therefore we have taken some down. We want to be able to keep these fresh and current.

We have taken out an SLA with the School Library Service who have been into school and doing an overhaul of the library getting rid of many books.

During the Parent and Governor Staff Meeting there was a lot of positivity captured about school like children, being a team, small school, open to all, playground and our learning to name a few.

In terms of things to improve communication came up as a big thing. Not lack of communication but the right communication at the right time. Newsletter to go out to parents this week. Website to be updated on a regular basis. We need to stop the gossip and acknowledge.

Smaller things in terms of improvements: homework, pupils wanted horse riding! There are things we can look at. Big issue pupil numbers. Need to be the best we can be as a school and share benefits with as many people as we can.

Forest School – liaising with Appleshaw to get up and running. Shared sports day. A meeting will take place Tuesday and we will join in with Appleshaw and Kimpton & Thruxton.

Collaboration: school to school peer to peer work. Review work with senior leaders at the other schools. Staff from other schools can come and help with activities over here. Having someone to come in and look who is not attached to the school so it can be looked at in a supportive way (KS2 curriculum support). Tapping into admin

	<p>and business support. Not force where not necessary. All three schools can do their own thing do not need to do everything the same.</p> <p>IH to do prioritisation from feedback. Need SDP for this year for Governors to be aware of and engaged with. Needs to be manageable and achievable. To be done before half-term (A1).</p> <p>Sharing good practice – at worship there is good practice around the start of worship indicating start of worship by lighting a candle and saying a prayer. IH has shared this with his other schools. Positive practice.</p> <p>Written report for next meeting</p> <p>A Governor asked if we should put together an article to go into Focus – update about school in village magazine. AH offered to put something together (A2).</p> <p>A Governor asked if there were any other changes to routines of the school? IH confirmed that there were no changed routines apart from worship on Monday is now the morning so he can take this.</p> <p>A Governor asked with regard to Governor monitoring how would the school like the Governors work going forward? IH said that he has tried various ways over the years and can suggest things to monitor. Impact is looked at when the LA or OFSTED come in in terms of what Governors are doing and how are they improving the school. Advice - as a minimum just come and be curious i.e. if you are interested in SEND HS would be happy to speak with you and let you know what she has been doing across the school.</p> <p>Evidence gathering is off putting for Governors who have got into the habit of writing long reports. CoG to put in more of a format in the way of tick boxes and any comments (A3). Governors to come in and talk to the children. Governor visits will ensure better engagement at meetings and will add context. If Governors don't come in at all they ask questions out of ignorance. Value meetings better as knowledge there. Governors to be less reliant on HT providing information at a meeting. HT should not be only source of information Governors should be coming in to school.</p> <p>The purpose of a Governor role is to support and challenge. This can be done effectively by visiting school and showing the staffing team that you are supportive and interested. This is a good opportunity to articulate what we are doing.</p> <p>Useful to pair up as Governors for visits.</p> <p>JH left 17:07</p> <p>A Governor asked will the HT reports be written going forwards. IH confirmed that it will alternate between verbal and written.</p>
5.	School Development Plan

	<p>CofG and IH have already met to discuss the SDP. Needs to be more precise and concentrate on the important things. This is going to be changed. It is going to be as simple as possible to ensure everybody engages. If it cannot be expressed simply then it is too complicated and things get lost. Need to have long term strategic goals. What do we want for the school in a year, two years time? IH happy to help Governors with this. What areas of academic performance do we need to improve? Need headline areas for development. Needs to be achievable and motivating. Strategic directions to be set by Governors and HT. There needs to be an element of reactivity but not too much.</p>
6.	<p>Safeguarding Audit</p> <p>Each year at the end of September we have to submit a form to the LA to show that the school has audited and validated its safeguarding provision. Hampshire Safeguarding Children's Partnership which oversees safeguarding in Hampshire provide an audit. This year we have used the NSPCC audit as it is more user friendly. IH and HB completed this together. It looks at leadership and governance and policy and practice and a number of areas across safeguarding to see if something is in place, not in place or partially in place. Happy school has evaluated safeguarding procedures.</p> <p>Weaknesses were around some things regarding Governance. Need to do training and read policies. KCSIE 2024 to be read (A4). Staff have annual training and ongoing training throughout the year.</p> <p>Questions on provision of information and training for visitors and volunteers. This is an area to look at. There is good information on sign in system. Recognising signs of abuse would they know who to report it to and if it should be reported.</p> <p>Induction to school regarding safeguarding and provided with leaflet.</p> <p>Safeguarding training online to be offered to volunteers.</p> <p>Staff are on the ball with all of the information that comes in which is looked at and considered very carefully.</p> <p>A Governor asked if the CofG was involved in this audit being the Safeguarding Governor? IH confirmed that he was not as this is to be completed by DSLs and the Headteacher. School are doing the evaluative work and it is the Governing Body's job to scrutinise.</p> <p>Governor asked who is our pastoral support? IH confirmed that it is FN and she is our ELSA</p> <p>Governor stated that she did not agree with all of the answers as she said that she knew some of the things were not happening and this is why a Governor should look over the audit before it is submitted. If there is something the school thinks it is doing and it is not happening maybe rapid changes need to be made.</p> <p>The audit could not currently be agreed upon to be submitted. Governor to provide IH with details of what she thinks is not currently being done by tomorrow morning (A5).</p>

	<p>This will then be looked at and sent out for agreement via email as submission deadline is 30th September.</p> <p>Governors have not done their training and this is something that needs to be completed as soon as possible.</p>
7.	<p>Policies - Ratify Child Protection/ Safeguarding policies</p> <p>Policies agreed by all and signed off by PN.</p>
8.	<p>KCSIE 2024 Updates</p> <p>IH to send around document with updates for Governors to read (A6).</p>
9.	<p>Safeguarding – Governor Online Training</p> <p>No fresh safeguarding training has been undertaken since the beginning of this year.</p>
10.	<p>AOB</p> <p>We are one Parent Governor down with potentially another down if we do not change meeting day. Dates have been worked around IH as he has Governor meetings to attend for his other two schools. PN to communicate with RG regarding this. Application for Parent Governor has been received.</p> <p>After the Parent Governor meeting on inset day it had been a turbulent week with a parent who was extremely angry following it. A Governor commented that the parent feels she has been let down by the school. She thought that at the meeting she was going to be given the plan for the year and she was not the only angry parent. IH said that the school could not get the actual problem out of her. The said parent had a meeting with HB. She has since resigned as Chair of the PTA. She has a lot going on at home and is very emotional. School has received positive comments from other parents who attended. Governor stated that the parent wants to know what happens in Governor meetings and IH commented that it was not appropriate to share certain information.</p> <p>This type of meeting has not taken place before and the school wants parents to feel valued and asked their views.</p> <p>The school has a very open door policy.</p> <p>Staff are wanting to make communication really positive but it cannot be done every day.</p> <p>Changes made when a change needs to be made.</p> <p>Grounds Tidy Day is due to take place this Sunday. Open morning posters have been sent to Governors and we would welcome any Governor support on these mornings.</p> <p>HT had a position as a Governor on our Governing Body which he has resigned from as he did not get the dynamic and will only sit as Headteacher.</p>

	Gordon Duff contacted PN as he wants a Governor to do a self-evaluation of us. Push to New Year. Information to be obtained and shared with Governors.
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The meeting closed at 5:50pm

Date of next meeting: 21st November 2024

Signed (confirmed): _____

Date: _____

Chair of Governors

	Action	Who by	Deadline
1.	School Development plan to be drafted	IH/PN	25/10/24
2.	School Article to be published in village magazine	AH	
3.	New Governor monitoring form to be devised	PN	
4.	KCSIE 2024 updates to be read	ALL	
5.	Email to be sent to IH with details of what Governor believes is not being done.	AH	20/09/24
6.	KCSIE update document to be sent to Governors	IH/NP	