



FULBRIDGE ACADEMY
MINUTES OF FULL LOCAL GOVERNING COMMITTEE
THURSDAY 9TH JUNE 2022
8:30am
VIRTUAL MEETING

Present: Helen Bath, Karen Hingston, Ben Erskine, David Chandler, Lucy Edwards, Salma Akhtar, Rose McCloskey, Lorna Finch and Sarah Humble.

Apologies: Sat Sahota, Charles Swift & Roy McMichael

Clerk: Isabelle Strowger

1. Welcome & Apologies

Chair welcomed everyone to the meeting and the apologies noted. Helen welcomed SH to the meeting.

2. Declaration of interest

None declared

3. Minutes from last Meeting & Matters arising

The minutes from the previous meeting were agreed as a true record. All matters were actioned. HB welcomed and thanked SH for joining our meeting.

4. Update from Standards Committee Chair

Chair, HB, reviewed the following:

-Met virtually on 26th May

- AB presented on the current curriculum. Talked about the approach to teachers appraisal and preparing lessons. This included progress and next steps for Reading, Writing, Maths, Science and Foundation Subjects. Also updates on C&E, FIT Team and AJ Curriculum.

- Looked at staff sickness figures. Figures have improved and there is a better system for recording the absence.

5. Update from the Resources Committee Chair

The Resources chair, DC, reviewed the following:

-Met virtually on 25th May

-AD shared the schools Finance report. Predicted carry forward £226,000. Budget still being worked on. Including the new starting salary for teachers.

-Building work update. Contractors to update costs. Plan to start in the summer holidays. Once contractors have submitted their plans a decision will be made when to start.

-Premises report. No red areas of attention.



- Pupil premium update - improvement between PP and non PP children. Receiving Covid catch up money
- Site visit for Governors - particular attention to where the site work will happen.

6. Update from Senior Leadership Team

The report was issued to Governors prior to the meeting. The Principal overviewed the following:

- Building work update: Very close to the next stage. Full tendered document came back a few days after the resources meeting. We have contracted a builder called D Brown who is able to start from 11th July at the earliest. We are in the middle of organising a meeting with them. Aim to start before the summer holidays. We will arrange a site visit once we have met.
- Year 2 and 6 SATS: Complete and went well. We have found it hard to put targets in place and predict what children are going to achieve with the amount of school missed over the past few years.
- Year 2 was chosen to be moderated. Very successful. They were really pleased with the work and teachers' judgement with the children. Out of 48 different books that were moderated, there were only two that they asked to be re-looked at.
- Phonics screening tests are happening at the moment with teachers.
- New online multiplication check in year 4.

GOV - When will we get the SATS results?

Principal - Around 4-5th July

GOV - Will the survey on mental health and wellbeing be shared?

PRINCIPAL - D.M is putting a summary sheet together. One for herself which contains confidential information and one we can share with governors.

GOV - Are staff using the counselling in school?

Yes they are - the lady is full every time she comes in with some staff that attend regularly. S.B in our inclusion team has been training to be a councillor outside of school. Through this course, we will accept and have someone on their training placement come into school to give further counselling. Really positive.

GOV - Are the friendship benches working and having an impact?

PRINCIPAL - I don't know how we would measure if they are having an impact but there are often children sitting on them and being used.

7. Update from the Trust

The report was issued to Governors prior to the meeting.



- Work with Ken Stimpson continues. School is part of the Trust in all but name. They come to all our meetings and support groups and it's really nice having them on board.
- S.H (Trustee) - Thank you for welcoming me to your meeting. Idea in a Trustee joining meetings is that the communication is good between the Trust and the Local Governing Bodies.

8. Pastoral and Safeguarding Report - RM

The reports were issued to Governors prior to the meeting. RM explained the following:

There are two pastoral and safeguarding reports due to the dates the meeting has fallen.

Highlights:

- Number of physical interventions has lowered greatly. First two half terms we had a lot more than usual.
- Safeguarding Lead Governor: Next year KH is going to take on the safeguarding governor. KH met with RM and GE to complete the Safeguarding audit. Good introduction to the role and KH will complete the next audit in the Autumn term. During this audit we will also go out in school to speak to staff and children to ensure the safeguarding culture is correct.

GOV - High number of causes for concern incidents?

RM - Number will always be higher with a school of 900 children and heightened due to covid. Families are being worked with by the inclusion team. The number picked up by social care is low which means school is filling the gap.

GOV - Is there follow up action with the children with an incident of racism? Hard to explain with a reception age child.

RM - In the C&E curriculum we discuss tolerance and respect. When something happens, we speak to the individual child that has caused offence and parents are spoken to. Very likely the class will have a P4T (Pause for Thought) where the teacher will address things that come up. In Reception for example it would be kindness and use of words.

KH - Thank you to RM and GC. Audit and introduction was really informative. We have a high number of vulnerable families and a very large school. So many of our more vulnerable families are known to the staff and this stops the escalation going up. Really comprehensive information and both RM and GE were able to answer questions very clearly and share the process in place. Impressive to see.

GOV - Has the explanation on bullying shown less concerns?

PRINCIPAL - We don't ever have many at all saying their child is being bullied but we haven't had any recently.



9. Approval of new Separated Parents Policy

Policy was issued to Governors prior to the meeting

STAFF GOV - Should we be able to contact all parents/relations on the contact list on Bromcom to collect a child?

PRINCIPAL - Yes. It highlights whether they have parental responsibility. Parents know when they sign up to school that the list of key contacts can be contacted at any time for support or collection. Both parents have the same right to collect unless there is a court judgement. This comes up regularly which is why we have put this policy together.

The policy was agreed by the committee.

10. Update of School Policies

All policies were issued to Governors prior to the meeting

- a) Physical Intervention Policy
- b) Parent/ Carer Conduct
- c) Minibus Policy
- d) Dress Code Policy
- e) Trips & Visits Policy
- f) British Values Policy
- g) Nursery Policy - Working draft. This is not to be approved today but in September once all details are finalised. This will be updated annually moving forward due to potential intake and criteria changes.

Discussion relating to the minibus policy:

GOV - Big responsibility for the staff that are driving it. Are there many that want to?

PRINCIPAL - Staff do want to take it on. We chose to adopt the same format as Arthur Mellows where staff go through a minibus driving test (not a requirement) but we thought it was important for the child's safety.

GOV - On page 5 it states drivers insurance is covered by personal insurance. Further it says it's insured for nominated drivers. Do these statements contradict each other?

PRINCIPAL - We would have to double check on that. Insurance companies ask that adults in school have to have business insurance on their car insurance to transport children however they transport them, even in their own cars.

GOV - What do the inclusion team do when they are collecting children?



PRINCIPAL - They tend to use the minibus as GE is insured. There would always be two members of staff in the car.

Minibus policy relating to insurance to be reviewed and shared again with Governors once actioned to be agreed.

All other policies were agreed.

11. Governor Training

Governors were reminded to update IS on any training they undertake for training records.

12. Website Audit

The website audit was completed and a copy of the audit overview was issued to Governors prior to the meeting.

GOV - Is there going to be consistency across the Trust schools websites?

PRINCIPAL - Across the Trust we have the same provider, E for Education, who provide our websites. We didn't want to have a standard format and allow each school to have their own individually. However there is some consistency across the Trust and you can easily visit the other schools websites through each.

13. Governors Skills Audit

The NGA Governor Skills Audit document was shared with the committee.

All discussed and agreed this will be a useful tool to complete in the new academic year.

Action - Look at condensing the format into a Google Form for LGC to complete in September.

12. Any other business

GOV - In the Resources meeting we talked about the 32 hours minimum working week. Has this been concluded?

PRINCIPAL - We are having to increase our day by 5-10 minutes. We have got to go through a consultation and are currently putting the paperwork together.

GOV - Can we take lots of photographs so we have a historical record?

PRINCIPAL - Yes, really nice idea. We will take before, during and after photos.

CHAIR - This is my last meeting as a Fulbridge Governor. Forgive me for adjusting the agenda. Without emergencies this will be my last Governors' meeting. I can't go without saying thank you to governors past and present for their support, responding when needed, ability to adapt and for being patient with me. And to staff - I wouldn't still be here had I not



liked the SLT and headteachers. Not just liked, but absolutely trusted. I could believe in their plans to make Fulbridge great and they allowed me to question and want answers. I will miss it all, but know I am not as quick as I was, not as sharp and I don't want to make mistakes. The pandemic has made it easier to walk away. The 'Buzz' of seeing children and staff grow and flourish will remain with me. Just one big thank you for letting me be part of Fulbridge, part of you all.

PRINCIPAL- We want to say thank you Helen. Someone who is committed and always wants the best for Fulbridge. No doubt that you have done that for the past 50 years which is an incredible amount of time to support any organisation. You have given trust and an incredible amount of support. You have always trusted me and I have taken that on with the staff here. You have impacted hundreds of staff and thousands of children - thank you.

Meeting finished at 09:20am

Date of next meeting

TBC

<u>Action Point</u>	<u>Action</u>	<u>Responsible Person</u>
1	Minibus policy relating to insurance to be reviewed	BE/SS
2	Issue Skills Audit in September to be completed	CLERK