



**NORTH NIBLEY CHURCH OF ENGLAND (AIDED) PRIMARY SCHOOL
MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD
7.00pm Wednesday 16th March 2022
CHRISTIAN VALUES FOR YEAR 2021-22: Friendship, Forgiveness, Hope**

In Person

*Readers need to be aware that the minutes of a Governors' meeting detail the main aspects of discussion, but do not attempt to record, verbatim, who said what.
Minutes are written to aid recall of the factual aspects of the meeting. They may indicate decisions made, but it is often not possible to infer significance – or lack of significance – on different items from this factual record.*

Item		
	<p>Present:, Sue Bradley-Jones (SBJ),(chair) Paul Batchelor (PB) (HT), Rebecca Surridge (RS,) Fiona Yarrow (FY), Julie Collins (JC) Peter Hall (PH), Charlotte Parker (CP), Juliet Miller (JM), Emma Frith (EF), Rosemary Casken (RC), Judith Saunderson (JS)</p> <p>Apologies: Tom Merrifield (TM) Absent: Mark Perry (MP),</p> <p>In Attendance: Mrs Anne C Robinson (Clerk to the Governors) (ACR).</p>	
21/22/51	<p><u>Confidentiality Reminder:</u></p> <p>Governors were reminded that the proceedings of the Governing Board are confidential until unrestricted Minutes of the meeting are formally approved.</p>	
21/22/52	<p><u>Prayers</u></p> <p>PH opened the meeting with a prayer.</p>	
21/22/53	<p><u>Apologies</u></p> <p>Apologies were received from Tom Merrifield: Mark Perry was recorded as absent. The Governors consent to the absentees mentioned and a copy of the Minutes will be passed to them.</p>	
21/22/54	<p><u>Declaration of Interest/Change of Governors details/AOB</u></p> <p>Governors declared any pecuniary interest through status as School employees: In addition, five Governors confirmed they had children or grandchildren attending the School. (PH declared an interest as a member of the PCC (Parochial Church Council))</p>	



Governors agreed that in the light of change of practice (specific recording of interest at Full Governing Board meetings), the Declaration of Interests Book no longer needs to be signed at each Full Governing Board meeting.

Change in Governor details: Rosemary Casken has been added to the list of Governors

Action: Clerk to circulate an up to date Governor contact list before the next Full Governing Board meeting.

Clerk

AOB:

School Uniform: in line with a previous Full Governing Board decision, a proposal regarding the inclusion of bottle green polo shirts as part of the School Uniform policy had been sent out to consultation amongst the parent cohort. The majority of parents had agreed to the proposal of having both white and bottle green polo shirts as part of School uniform from September 2022. The inclusion of any logo is parental choice.

Q. Would logo polo shirts be ready by September?

A.(HT) Yes.

Governors discussed:-

- the need to identify the shade of green and options for description;
- the need to emphasize that the colour bottle green applies only to polo shirts;
- that the addition of the school logo remains optional;
- the difficulties with possible variation of colour and the challenges associated therewith;
- the option of putting an example of the preferred shirt on public display;
- the majority of parents buy non- logo items of uniform.

Decision: To amend the School Uniform Policy to provide for pupils to wear either white or bottle green polo shirts such bottle green to match the current jersey colour as much as possible and such amendment to apply from 1st September 2022.

Delegation to Admissions Panel: The Admissions Panel wished to have a clearer delegation of responsibility from the Full Governing Board in regard to the decisions which the Panel can make on behalf of Governors. The current terms of reference require the Admissions Panel to seek Full Governing Board approval to admit a child/ children over PAN(Published Admission Number) into Reception in the initial application round. The Panel seek to have the delegated authority to admit or refuse places in all year groups thereafter.

Decision: All decisions regarding admission to North Nibley school in compliance with the school Admission Policy are delegated to the Admissions Panel save when a decision is to admit a child over PAN into Reception in the initial application round.

All decisions made by the Admissions Panel re offering or refusing a place in any year group be reported to the Full Governing Board.

There to be a standing agenda item for In-year Admissions on the Full Governing Board agenda



	<p>Action: Clerk to ensure that In-Year Admissions are a standing agenda item on the Full Governing Board meeting agenda from Term 5.</p> <p><u>Chair and Head teacher action:</u> Governors were informed that a problem had arisen with the flooring in the school Hall: three quotations had been obtained for remedial works and Head teacher and the Chair of Finance and Resources had made the decision to accept one of the quotations as the most appropriate: funds will need to be used from next year's school Budget but the delegated Budget should be sufficient to allow for this. The works can be undertaken during school holidays and the issue has also been reviewed by Finance and Resources committee.</p> <p>Q. What is the warranty? A.(HT) I will check.</p> <p>Decision: To approve Head teacher action to date and to authorise and delegate any further decision making in regard to remedial works on the School Hall floor to the Chair of Governors and Head teacher and the Chair of the Finance and Resources committee.</p> <p><u>Pupil Wellbeing:</u> Q. Are you noticing the children being affected by the war in the Ukraine? A.(RS) Not significantly. A.(HT) We focus on refugees and the way in which the school responds to situations: we have tried not to be overly war focused as we do not know how much parents want children to know. There has been a national initiative for schools to wear yellow and blue of which North Nibley has not been part of. Q. How do staff respond to questions from pupils? A.(RS) I try and answer questions as factually as I can. Q. For little ones it is just something on the news? A.(HT) I feel the younger ones don't have the sense of distances involved, so the fear of local war/violence can be very real.<i>(ie the distance between the UK and the Ukraine)</i></p> <p>Governors discussed:-</p> <ul style="list-style-type: none"> - the varying degrees of parental interaction and views; - the impact on children, if any; - the safety and security of the school. 	Clerk
21/22/55	<p><u>Approval of Minutes of Governing Board meetings</u></p> <p>The Minutes of the Governing Board Meetings held on the 12th January 2021 were approved and will be duly signed by the Chair of the Governing Board</p>	
21/22/56	<p><u>Matters Arising (not on the Agenda)</u></p> <p><u>Equalities Statement:</u> action pending and carried over to the Term 5 meeting</p>	



	<p>SFVS (Schools Financial Value Standard): Chair of Governing Board to sign before submission. <u>Strategy meeting</u>: - meeting confirmed for 22nd March <u>Governor training</u>: agenda item</p> <p><u>Policy listing</u> Q. On the issue of the Supporting Children with Medical Needs Policy what are my responsibilities – is it the Policy review or oversight of implementation of the Policy? A. It has been decided that we (<i>Governing Board</i>) wanted a Governor to be active involved in the implementation of the Policy. Otherwise Governors are only asked to be involved in review of the policies.</p> <p><u>Parental consultation</u>: action completed.</p> <p><u>Actions carried over</u> Equalities Statement</p>	SBJ
21/22/57	<p><u>Safeguarding</u></p> <p>There is on-going liaison with GCC (Gloucestershire County Council) in regard to an issue previously raised. Otherwise there is nothing to report.</p>	
21/22/58	<p>Head teacher's Report (written)</p> <p>See Confidential Minutes</p>	
21/22/59	<p>Finance and Resources update</p> <p>See Confidential Minutes</p>	
21/22/60	<p><u>Teaching, Learning and Community</u></p> <p>The committee Chair reported as follows:-</p> <ul style="list-style-type: none"> - there had been two committee meetings:- <p><u>27th January</u> - Autumn and Winter months had been pressured due to Staff sickness, as well as large numbers of children also at home; North Nibley has been reported in the press as being one of the most popular in Gloucestershire, due to the number of those wanting a place in Reception and putting the school as their first choice.</p> <p><u>1st March</u> – review of the SEND Policy and SEND Information report in preparation for this Full Governing Board meeting; music provision at the school has been reduced due to mutual agreement between the music teacher and the Head Teacher; the new School Council; the fact that Class 4 would like to purchase some new reading books, which push beyond the typical/usual reading genres. Within the discussion on the new Separated Parent Policy, the committee were reassured to hear that the Safeguarding Policy trumps all other policies.</p>	



	<p>At both meetings the following were discussed:-</p> <ul style="list-style-type: none"> - the external support regarding the current curriculum redesign, which has included comments on the school's website and a deep dive/in-depth review of a particular area (history); - the likelihood of an Ofsted visit and the operational documents being prepared by the school; - the importance of keeping-up/catching-up on Governor Visits. - the requirement to arrange for speech therapists to return to the classroom, rather than online therapy and the options for Governor intervention (<i>this is no longer required</i>). <p>Q. Why was the music provision reduced? A.(HT) We had identified music as a concern and wanted to improve (<i>its provision</i>) but time has meant that such provision was damaging pupil progress in other subjects and the Staff member had secured a post at another school. We are now pairing non-core subjects to achieve better coverage and consistency. The Head of Gloucestershire Music feels that he has not been able to deliver what we want but we are keen to continue.</p> <p>Q. Who will teach the Ukulele? A.(RS) That has been taken care of.</p> <p>The SEND Information Report had been circulated to Governors and will be published on the school website.</p>	HT
21/22/61	<p><u>Strategy Group</u></p> <p>The following report was made:-</p> <ul style="list-style-type: none"> - the next meeting has been arranged (see above Minutes;) - there is a requirement to compile the Action Plan which will support the Strategy document; - the Year 1 split will also be discussed at this meeting; - the Skill Audit will be deferred - the meeting will take place in the school hall in person. 	
21/22/62	<p><u>Governor Training</u></p> <p>New Governor training has been undertaken by Rosemary Casken. The Clerk had indicated there is some free Finance training via the DfE (Department for Education).</p>	
21/22/63	<p><u>Policy Review</u></p> <p><u>SEND Policy</u>: this had been circulated to Governors and is attached to these Minutes:</p> <p>Decision: To approve the SEND Policy as attached to these Minutes.</p> <p><u>Separated Parents Policy</u>: this had been circulated to Governors and is attached to these Minutes having been scrutinised by the Teaching Learning and Community committee. No further queries were raised.</p>	



	<p>Decision: To approve the Separated Parents Policy as attached to these Minutes with an annual review and to delegate responsibility thereof to the Teaching Learning and Community committee.</p>	
21/22/64	<p>Chair's matters</p> <p><u>Governor Report:</u> Governors were reminded of the Governor Report compilation and it was agreed that such Report will be compiled by the Chair of the Governing Board together with input from PB, FY and RC.</p> <p>Action: SBJ together with input from PB, FY and RC to compile a Governor Report.</p> <p>Governors were reminded of the need to keep up to date with the Required reading.</p> <p>The School Council had been convened and there exists a possibility for Governor attendance: it meets every 2 weeks and is slightly larger than usual so as to accommodate those pupils who had only been able to serve a limited time due to the Covid-19 pandemic.</p>	SBJ/ PB/F Y/RC
21/22/65	<p><u>Next Meeting Date</u></p> <p>The next meeting date is scheduled to be Wednesday 11th May 2022.</p>	
21/22/66	<p><u>Pay Policy</u></p> <p>21.10 RS left the meeting: PB remained to provide Governors with any information required but did not participate in the decision-making process. The proposed Policy document had been circulated prior to the meeting.</p> <p>Q. How many changes have been made? A.(HT) I don't believe there has: it is a model Policy and has been scrutinised by Finance and Resources committee and recommended by that committee for adoption. No substantive changes have been made.</p> <p>PB abstained from the decision-making.</p> <p>Decision: To approve the Pay Policy as attached to these Minutes.</p>	
	The meeting closed with a prayer and Grace at 21.15	
	Signed by the Chair as being a true record of the meeting	Date



North Nibley C of E Primary School

Meeting of the Governors of North Nibley C of E Primary School

7:00 pm 16th March 2022

AGENDA

	ITEM	LEAD	TIME
1	Confidentiality reminder	CHAIR	7.00
2	Opening prayer	PH	7.00
3	Apologies	CLERK	7.05
4	Declarations of Interest/ Changes in Governor details AOB: Proposed delegation of decisions to the Admissions Panel	CHAIR	7.10-7.15
5	Approval of Minutes of the meeting held on 12 th January 2022	CHAIR	7.15-7.20
6	Matters arising from the meeting held on 12 th January (not on Agenda)	CHAIR	7.20-7.25
7	Safeguarding	PB	7.25-7.30
8	The Head Teacher's Report (Written report)	PB	7.30-8.00



9	Finance & Resources – update including approval of SFVS 2022	COMM.CHAIR	8.00-8.10
10	Teaching & Learning - update (including SEND Information Report)	COMM.CHAIR	8.10-8.20
11	Strategy meeting: update	CP	8.20-8.30
12	1 Governor Training opportunities	CHAIR	8.30-8.35
13	2 Policy Review SEND Policy 2022 Pay Policy Separated Parents Policy (New Policy, for allocation - currently with TLC) Funding Staff in External Training (New Policy, for allocation - currently with F&R)	CHAIR	8.35-8.40
14	3 Chair Matters: Governor Report for this term	CHAIR	8.40-8.45
15	Next meeting date: 11 th May 2022	CHAIR	8.45
	Close with prayer		

4 **The meeting will close at 9.00 pm**

Attachments: – (available electronically): Head teacher’s report, SEND Information Report, Draft Pay Policy, Draft SEND Policy, Proposed SFVS document

List of Attachments to the Minutes of the Full Governing Board dated 16th March 2022

Responses to parent Consultation (School Uniform)
SEND Information Report
Approved SEND Policy
Approved Separated Parents Policy
Approved Pay Policy

