



**Lanesend Primary School
Full Governing Body Meeting
15th June 2022 at 6:00pm
Minutes**

Present	Initials	Apologies	Initials
Ian Carrington	IC		
Caroline Sice	CS		
Sue Pilsworth	SP		
Laura Augustus	LAu		
Kate Smyth	KS		
Tara Hopkinson	TH		
Steve Dixon	SD		
Jo Hunter	JLH		
James Hall	JHa		
Andrea Flux	AF		
Emma Norton	EN		

Absent Initials

In Attendance Initials

Katie Pevreall (Clerk) KP

No		Actions
1	Welcome, apologies, quorum	
1a	IC welcomed everyone to the meeting, there were no apologies, and the meeting was quorate throughout.	
2	Declarations of any other urgent business	
2a	None declared.	
3	Declarations of pecuniary or personal interest	
3a	CS: employed at the school with a daughter and niece also employed at Lanesend. SD: wife employed at Lanesend AF: employed at the school with a daughter also employed at Lanesend TH: employed at the school LAu: husband also employed at another local Academy	
4	Minutes of Previous Meeting 30th March 2022	
4a	JLH proposed to accept the minutes of the previous meeting as a true record, JHa seconded and all agreed.	KP
5	Actions from Previous Meeting	
5a	All actions from the previous meeting had been completed. CS had contacted the RSC to note that accessing in-person tuition on the Isle of Wight was not possible and had been directed to a webinar. CS had responded again.	
	<i>Q: What is the latest update on Solar Panels?</i>	
	<i>A: Solar for Schools are waiting for the LA to give permission to proceed to the next stage in planning. Another school is going through the same process and Solar for Schools would be visiting the school to do a survey on 23rd June.</i>	
6	Committee Group Reports	
	<i>TLG 11th May</i>	
6a	Trustees had raised questions regarding feedback and pupil response to feedback following TiSD. CS and TH had provided a range of feedback from all year groups	

at the meeting and Trustees could see the impact of feedback from the evidence provided.

6b It was noted that the KS1 SATs threshold was put up by a mark.

6c There had not been significant progress made on greater depth since TiSD as Y6 had been focused on SATs. However, there were a range of activities for greater depth students in non-core curriculum subjects and the focus for Maths and English was quality first teaching.

CCG 13th May

6d At CCG it was agreed that SP and JLH would meet to discuss understanding of bullying, behaviour and attitudes, cultural representation and TrickBox implementation and feed back to CCG how they planned to monitor these areas.

6e EN joined the meeting.

6f JLH had attended a training session on the SCR. The monitoring trustees carried out was more than sufficient and AC and JLH were creating a checklist so that a record could be kept of all monitoring visits.

MCG 26th April

6g MCG continued to review the progress being made on the implementation of the new financial system.

6h A first draft of the budget was now available with a projected surplus of £15,000. This would be shared at the next MCG.

6i The purchase order system was not yet in place, but this would be in place for September.

6j AC had asked for another company to run an initial health check on the system.

6k There was currently approximately £180,000 in Account 1 and SEN top up funding of £57,000 and PPG of £55,000 were both expected this term.

6l The letter from the solicitors had gone to IWEF but they had not responded within the 14-day time frame.

6m A child in Y4 was taking the LA to judicial review and the school's own judicial review continued. Additional money was being spent on this.

Q: Once the new system is fully in place is the school confident it will be a robust system?

A: Yes.

6n The audit had been arranged for early September to allow for plenty of time to address any concerns.

7 Budget Update

7a This had been discussed in the previous item.

8 Headteacher's Report

8a Writing leads had met with four other schools. All schools had identified that stamina for writing had decreased since children had returned to school. Due to the pandemic, children had missed practice for a lot of basic writing skills and spelling was a concern.

8b The school was reviewing its approach to spelling. A new programme had been bought for this academic year and had been implemented in Y2 to Y6, but it was too early to comment on the impact of this. The school had been looking at other supplementary spelling strategies and were also exploring phonics programmes.

8c There were currently 440 children on roll with an additional three children starting the following week. The school was receiving a number of enquiries for children to join the school, particularly in Y2.

Q: What reasons are being given for children moving school?

A: Some parents are new to the area from other parts of the island or from the mainland.

Q: Do many of the children who are looking to move to Lanesend have additional needs?

A: Not all of them but some.

8d There was now a waiting list for Y2.

Q: Had parents been consulted on the mixing of classes? Have parents given any feedback?

A: Parents were not consulted as previous consultations largely indicated that parents were happy for the school to decide. The school has not been made aware of any negative feedback.

8e Attendance was now being affected by holidays rather than illness. This was a national issue.

8f Teachers had been allocated their classes for the next academic year. YR would have two classes and all other year groups would have three. If the number of pupils in YR increased, TH and GA would teach the class as a job share.

Q: How many pupils would there need to be in the year group for a third class to be formed?

A: 55

8g The EYFS data was almost ready. Phonics screenings were currently taking place and Y2 were completing their teacher assessments. Y4 multiplication tests were taking place.

8h It was noted that the Financial Management Policy was still out of date. It would be updated with the current system so that it could be uploaded to the website.

9 Term Dates 23-24

9a The proposed term dates for 2023/24 had been circulated prior to the meeting. They were similar to the LA term dates with the exception of the two-week October half term, and children being in school on 20th December and coming back a day later in January.

9b KS proposed the dates were accepted, EN seconded and all agreed.

10 Wellbeing Link Report

10a SD had not visited since the previous meeting. It was noted another trustee would need to take on this role in September.

11 Trustee Business

Term Dates and Vacancies

- 11a** It was noted that JLH's term ended in September 2022. She would like to continue as a trustee. KP would take this to Members. **KP**

- 11b** LAu had identified a potential new trustee.

Approval of professional advisor for HT performance management

- 11c** It was proposed that Lynda Evans be the professional advisor for HT performance management in the Autumn term. IC and LAu and another trustee would carry out the HTPM.

12 Policies

FGB

Admissions and Attendance Registers Policy

Emergency Plan

Extended School Policy

This policy had been updated to reflect the current pricing with an additional paragraph regarding cost for children with an EHCP.

MCG

Health and Safety Policy

Trustees and Member Allowance Policy

TLG

Assessment Policy

Early Years Policy

Early Years Transition Policy

EYFS Key Person Policy

Promises to Love Learning Partnership Agreement

SMSC Policy

CCG

Acceptable Use Policy

Positive Handling Policy

Use of Images Policy

The Mobile Phone Policy had been brought to CCG but trustees had recommended a number of changes and it would be discussed again at the next CCG

The above policies were unanimously agreed by all those present.

13 AOB

- 13a** There was none to discuss.

14 Date of the next meeting

20th July 2022

ACTIONS

Page	Item	Action	Resp.
1	4a	To file agreed Minutes of 30/03/2022 to arrange for them to be uploaded to the website	KP
3	11a	JLH term to be included on Members agenda	KP