

		Fakenham Junior & Fakenham Infant & Nursery School Joint Governing Body Meeting minutes Tuesday 24 th January 2023 at 5.30pm	
Present	Adam Mason (AM)	Claire Howard (CH)	Katy Osborne (KO)
	Martin Gooderson (MG)	Peter Howard (PH)	Emma Cobb (EC)
	Ian Randall (IR)	Emma Mace (EM)	
	Sophie Birkenhead (SB)	Yvonne Langley (YL)	
	Tracey Johnstone (TJ)	Laura Gray (LG)	
Clerk	Debbie Watts (DW)		

Minutes

Key: Green text = challenge; Blue text = response to challenge; Red text = decision

Item No.	Action	By Whom	By When
8.4	Governor safeguarding training	All	21 March
8.8	Governor recruitment	CH	21 March

Item No.	
	Welcome: CH welcomed everybody to the meeting.
8.1	<p>Report from TJ and LG regarding maths: TJ gave a presentation to governors for FJS, the slides will be placed on Governorhub for further reference. Her top three priorities are as follows:</p> <ol style="list-style-type: none"> 1. Continue with the Maths Mastery programme 2. Parental engagement to support progress and enjoyment in maths 3. Raising attainment in maths across the school <p>CH asked if TJ and LG have opportunities to meet up and discuss any common issues they may be facing and see if they can help each other with strategies to close the gaps across both schools. TJ responded that they don't currently, but do meet at Synergy maths meetings. Time as always is an issue, but they will endeavour to work towards this.</p> <p>CH asked what the times tables results are looking like this year compared to last year. TJ doesn't have this data yet, but the children started to work on this a lot earlier this year and staff have received a good level of training in this area. So, she feels with the support that's been received the results should be good.</p>

Minutes agreed

C Howard

Signed

27/3/23

Date

	<p>PH asked if Synergy ask them to follow a different times table curriculum to the national curriculum. TJ informed him that it is different and more logical. She added that the children use iPads to practice and it's much more fun than it used to be.</p> <p>LG then gave her presentation for FINS, again her slides will be posted to Governorhub. Her top three priorities are as follows:</p> <ol style="list-style-type: none"> 1. Interventions 2. The Maths Mastery programme 3. All staff to be using a range of high-quality resources to challenge and support learning <p>CH asked if the White Rose scheme was being used in both schools. LG informed her that it was, the staff can pick and choose what areas of the scheme they want to use, FJS have been using it longer than FINS. LG invited governors to come in and see what the children are learning in maths and how it's taught, the door is always open.</p> <p>CH thanked them for their presentations, they left the meeting at this point.</p>
8.2	<p><u>General business - Consideration of apologies, clerk to confirm meeting is quorate, declaration of business interests, minutes of previous meeting including matters arising and any correspondence:</u> There were no apologies. DW confirmed the meeting was quorate. The business interests were completed online before the meeting (there were none). The minutes of the previous meeting were agreed and signed. The matters arising have all be completed accordingly.</p>
8.3	<p><u>Executive Head Teacher report (Academy review):</u> AM had placed the Academy review document on Governorhub before the meeting and all governors were given a printed copy. Rob Martlew, Richard Lord, AM and CH all met last week to discuss the Fakenham Primary Federation. AM felt the completion of the form was now more straight forward, previously it had been a difficult document to navigate. He had thought attendance would be a hot topic, but there were no questions concerning this. The main reasons for lower than expected attendance figures are mostly holidays, with some periods of illness too. There are only a few pupils who are a cause for concern with regards to persistent absence. We're holding meetings with parents to see how we can help resolve this.</p> <p>Overall, he felt it was a positive meeting. CH asked if the targets had been shared with staff. AM replied that they hadn't as yet, he will do so after this meeting. CH wondered what the reaction would be. AM was aware that some may feel the targets are very ambitious, but we have to aim high, particularly with writing.</p> <p>AM then expanded on his action points for the two schools.</p> <p>CH commented that when you read the information on both schools, they come across as great, nurturing schools, but the data shows a different story. It's now time to focus on writing and maths etc. AM said that he won't deviate from the ethos of thinking about the whole child and their development, he won't just focus on the academic side. His aim is for children to leave us loving school and wanting to learn more. PH agreed this is right, but we need to raise our attainment levels too.</p> <p>AM informed governors he had taken part in a permanent exclusion meeting for a child at FINS. The local authority commented that the level of evidence was excellent and the parents thanked AM for all the support and hard work the school</p>

	<p>had put into helping their child. CH pointed out that there is some good training on Modern Governor in relation to exclusions.</p> <p>Staffing update: AM reported that they still have a Year 6 teacher at FJS off on long term sick leave and the insurance policy is not paying out. In FINS they have a Year 1 teacher on jury service, which unfortunately is an extended trial, could be all this first half term. FJS haven't had a caretaker since Christmas, which has proved challenging. Ron the FINS caretaker has kindly agreed to help out which has relieved the pressure. He will be changing his hours slightly after half term, so may be able to help more. FINS are struggling to recruit staff, they currently need a TA for a 1:1 role urgently. AM feels there are deep rooted issues, such as the high needs of the children resulting in a stressful job, where people can earn more working in a supermarket with less stress. There aren't enough places in complex needs schools, meaning the children with significant needs are being held at mainstream schools.</p> <p>Curriculum update: We've held our first orientation day for the new Cornerstones curriculum, there were some technical issues, but in general it was helpful. The individual year groups have had a chance to have a look, they're positive and are starting trials already. More training sessions will follow.</p> <p>Strike update: AM is finding it impossible to plan for this. Staff don't have to let him know in advance of their plans and we're not allowed to ask other teachers to cover in a striking teacher's class. We have 19 teachers across both sites who are currently in the NEU. It's currently looking like we will only be able to open Years 1, 2 and 6.</p>
8.4	<p>Safeguarding: There have been several reports to CADS. AM feels early reporting helps the families, but it's all very time consuming and the low-level work is constant.</p> <p>Governors were reminded their safeguarding training needs to be done before the next meeting.</p> <p>A safeguarding audit was undertaken at FINS, this went well other than a few issues with the online portal which have now been corrected.</p>
8.5	<p>Wellbeing: EM met with Jo Jones at FJS, she had a chat and focused on the wellbeing charter. It was felt there is just not enough time to do what's best for the children. She felt in general there was good support from Synergy, with a good work life balance and network meetings available. EM will meet with Mel Walker at FINS later in the week and will report back to governors.</p>
8.6	<p>Policies and documents: Governors were informed they are all able to access the Synergy intranet where all the up to date policies are held.</p> <p>AM will shortly be opening a consultation regarding the school's opening hours. We need to be open 6.5 hours per day from September. If families have children in both schools and the Nursery, it can be a challenge to be on time for all sites. AM has a proposal for new start and finish times, this will cause an issue for After School Club, but he feels this can be solved relatively easily. Support staff contracts may need to be looked at as a result of the changes. There needs to be a six-week consultation period and we need to give parents a full terms' notice of any change.</p>
8.7	<p>Information disseminated from the Trust Board and information for the Trust Board: We have nothing from the board. CH felt the academy review was a positive, supportive experience. AM commented that an agenda for the meeting would have been beneficial.</p>

8.8	<p><u>Chair's business/correspondence:</u> CH informed governors that Martin Taylor had resigned from his role of governor. He was a very valued and experienced governor, so will be missed. He was thanked for all his hard work and commitment.</p> <p>The board now has two vacancies so we need to look at recruitment. Ideally, we need a parent from FINS, so CH will come into school and try to engage with parents, be available to answer questions etc. EC suggested she come to the Reading Café as parents meet in the hall afterwards for a cup of tea and piece of cake, that would be an ideal opportunity to approach people. CH wondered if the High School or Duke of Lancaster may have somebody interested in joining us as a co-opted governor. She will contact them to see if they have any possibilities.</p> <p>EC has volunteered to cover the governor SEN role following LMS's resignation. CH pointed out that governors need to keep working on positive engagement with staff. EM said she had a quick and positive response to her wellbeing monitoring. MG said he would be meeting Karen Ellington shortly to discuss health and safety. CH is keen to hear about the good things that are happening in the schools. AM will ask staff to let her know so she can pass the information on.</p> <p>There are some training sessions for governors coming up. It was felt it would be easier to take part in these from home as they are both online. They can then be discussed at subsequent meetings.</p> <p>The meeting scheduled for 16th May has been moved to 23rd May due to clashing with a training session.</p> <p>The Executive Head's appraisal has been completed and went well.</p>
8.9	<p><u>A.O.B:</u> KO undertook a uniform review. The information provided by FINS is much simpler than FJS, AM will have a look and will change if necessary. KO felt a full uniform could be purchased for a maximum of £50, but could be done more cheaply. FINS have a second-hand uniform selection available for parents to help themselves to in the foyer.</p>
8.10	<p><u>What have we achieved today which will improve the experience of children in the school?</u> It was felt the maths provision is good and it was valuable to hear what's going on in school. It was good to hear that governors are welcome in school and can pop in whether it's for formal monitoring or something more informal.</p>
	<p><u>Date of next meetings:</u></p> <p>21 March 2023</p> <p>23 May 2023</p> <p>11 July 2023</p>
	<p>CH thanked everybody for attending.</p>