

ST. MARY'S PRIMARY SCHOOL
Minutes of the Board of Governors' Meeting held at
St. Mary's Primary School on Wednesday 17th May 2023 at 5.00pm

Present	
Mrs N Bown (Chair)	Co-Opted Governor
Mrs M Dunstan - HT	Headteacher
Mrs C Dibble	Co-opted Governor
Mrs C Layton	Staff Governor
Mrs M Clothier	Co-Opted Governor
Rev S Osmond	Ex-Officio
Mr D Ballantine	Parent Governor
Mr James Stacey	Co-opted Governor
Miss H Read	Parent Governor
Mr S Hellard	Co-Opted Governor
Mrs J Baker	Clerk

	Minute	Action								
1	Apologies accepted: Mr S Cross Apologies not received: None									
2	Declaration of Business Interests There were no declaration of interests.									
3	Minutes of the meeting of 22nd March 2023 These were taken as a true copy.									
4	<p style="text-align: center;">ST MARY'S BOARD OF GOVERNORS Action from the Meeting held on Wednesday 22nd March 2023</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Item</th> <th style="width: 45%;">Action</th> <th style="width: 15%;">Who</th> <th style="width: 25%;">When</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">4</td> <td>Core Offer – SBM to accept the Core Offer and update accordingly. Revised budget to be emailed to Governors.</td> <td style="text-align: center;">CD</td> <td style="text-align: center;">completed</td> </tr> </tbody> </table>	Item	Action	Who	When	4	Core Offer – SBM to accept the Core Offer and update accordingly. Revised budget to be emailed to Governors.	CD	completed	
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4	Core Offer – SBM to accept the Core Offer and update accordingly. Revised budget to be emailed to Governors.	CD	completed							
5	Any Matters of urgency not on the agenda The Head teacher attended a Quantock Group meeting. There is a severe issue with vaping throughout local secondary schools; this is then becoming a gateway to County Lines. Police are involved. The Secondary schools will soon be issuing a joint letter; a copy will be given to St Mary's for the school to send a letter to their parents.									
6	Heads Report Report sent prior to meeting There was no data within the report. Y6 SATs have recently taken place; the papers were more difficult than expected and made some children feel demoralised. Three children did not take the tests, due to medical and other reasons. The Free School Meal number of children and Pupil Premium number of children will not always be the same. Attendance: is low, although it is above the national average. The number of requests for term time leave has increased this year. Lateness has dramatically improved compared to last year.									

	<p>The next academic year, the teachers will be introduced to a new regime and will need to work differently with less reliance on teaching assistants. There will be half termly pupil progress meetings within individual classes rather than year groups, although year group teachers will still work closely together. A clear focus needs to be given on the provision for children with SLT challenging the teachers on this. There is currently a job advert for LSA and the intention is to also advertise for a HLTA for four days a week to cover PPA, and it would be advantageous if they also had a particular strength in a subject.</p> <p>Next year, classes may not have a dedicated TA; there may be a member of staff there to support individuals or a group of children. The TA will also do interventions with the teacher monitoring the progress. From next year, there are already three Foundation Stage new starters who have been identified as needing 1:1 support.</p> <p>Question from Governors: Is there enough skills within the TAs to provide the interventions?</p> <p>Yes, all support staff have the capability to carry out interventions with some staff having received training in specific areas.</p> <p>Question from Governors- will the new approach be phased in?</p> <p>It will all start in September, and staff have been advised of changes. Teaching Assistants are becoming heavily relied upon within classes and they have been advised that changes will be made. The majority of staff, teachers and TAs will be moving year groups in the next academic year; this is good practice as it helps with teachers CPD.</p> <p>The new foundation stage cohort for September is full.</p> <p>Classes in Y2 & Y4 will shuffle for September, but classes will remain the same for the other year groups.</p> <p>Question from Governors – are the teachers specialised in certain areas?</p> <p>All teachers are trained at primary level so can teach in any year group.</p> <p>Question from Governors – Is there a long-term strategy to change everyone again?</p> <p>This is the first full change in four years. If there were a need to change again, then it would happen. It is about getting the expectation of the teachers' right with the right balance and working relationships with colleagues.</p> <p>A vast amount of CPD this year has been on challenging behaviour and the rise in mental health issues and anxiety, support needs to be offered to everyone universally.</p> <p>The PFSA/ELSA has been working on producing leaflets on anxiety, sleep and anger to explain that these are normal feelings to have and don't automatically suggest a mental health issue.</p>	
7	<p>Academisation</p> <p>There are currently no changes to the school's approach on academisation.</p> <p>Question from Governors – Is there a deadline for a school to become an academy?</p> <p>No, there is not at the moment.</p> <p>Question from Governors – Is there a potential for the school to set up its own academy?</p> <p>This is not possible, as the Regional Schools' Commissioner won't accept any new trusts currently.</p>	
8	<p>Premises</p> <p>See Confidential Minutes</p> <p>There are no further updates concerning the drains.</p> <p>Little Oaks – this is still with the Local Authority. There are many Somerset Nurseries requiring improvement and it is a case of waiting to see which nursery is allocated funding.</p> <p>A class teacher has put in a submission for 'flashing lights', 'Slow' to be installed on the roads near the school. There is nothing along Oakfield Road to assist pedestrians when crossing.</p> <p>Question from Governors –Can a risk assessment be done or has the LA considered a</p>	

	School Crossing Patrol? This has been considered previously, but it would be at a cost at the school.	
9	Christian Distinctiveness The children have started to lead the assemblies. The High Sheriff is coming to visit the Mini Police in school on 25 th May 2023.	
10	Policies <ul style="list-style-type: none"> Special Educational Needs Disability –amend typo Question from Governors – Is the personal budget to be paid to parents? This will be clarified to Governors. <ul style="list-style-type: none"> Complaints Procedure & Guidance Approved by all Governors	
11	Correspondence Letter of resignation from Sarah Holcombe Invite from Diocese to a Heads & Chairs Briefing.	
12	Clerks Briefing The Clerk attended a Briefing on 16 th May – all information and necessary attachments will be emailed to Governors once received.	
13	Any matters of confidential nature Recorded in confidential minutes.	
14	Date of Next Meeting Wednesday 12 th July 2023	
	Meeting closed at 6.26pm.	

ST MARY'S BOARD OF GOVERNORS Action from the Meeting held on Wednesday 12th July 2023			
Item	Action	Who	When
10	Policies – amend typo and clarify personal budget.	SLT	ASAP