

SOUTH HILL SCHOOL GOVERNING BODY

Minutes of a Meeting held on 5 October 2022

Present	Mr H Peters (Chair)	Mrs C Peters
	Miss L Wren (Co-Headteacher)	Mrs V Shaw
	Miss J Wellbelove (Co-Headteacher)	Mr S Sisulu
	Mrs L Clare	Mrs K Stewart
	Ms S Graham	Mrs H Yendell

In attendance: Mr A Pennycook (Clerk to the Governing Body)
 Mrs E Allpress (School Business Manager)

	ACTION
<p>1. Governors noted the need to declare any conflict of interest that arose in the course of the meeting.</p> <p>2. Apologies for absence All were present.</p> <p>3. Notification of Any Other Business None</p> <p>4. Co-Headteachers' Report Pupil Performance 2022 (Including Pupil Premium and SEND) Documentation had been published in advance. <u>Discussion and comments in response to governors' questions</u> included the following:</p> <p>4.1. Where progress was not 100% detailed questions were asked and reasons sought at pupil progress meetings.</p> <p>[Claire Peters arrived at this point.]</p> <p>4.2. Dips in progress for pupil premium pupils had been noted in Early Years, and Years 2, 3, 5 and 6.</p> <p>4.3. Some progress data had not been recorded or transferred when staff left which accounted for variations in assessments. It was anticipated that the issue would not recur.</p> <p>[Hayley Yendell arrived at this point.]</p> <p>4.4. Governors commented that it would be useful for them to have some awareness of the next steps required to enable pupils to improve.</p> <p>4.5. Governors noted that there was a shortfall in the number of pupils taking up top-up funding for swimming and would be interested to have more information about the reasons.</p>	

- 4.6. A query was raised about the cost of subscribing to the DSSN and what the money was used for.
- 4.7. Governors wished the school to track and report how many pupil premium pupils accessed the extra sports activities available at the school through the sports premium funding.

5. Approval of School Improvement Plan (SIP) and Pupil Premium Strategy

Documents had been published in advance. Questions and comments included the following:

5.1. SIP

- 5.1.1. Priority 1: The maths workshops had been well-attended.
- 5.1.2. Priority 2: The emphasis was on implementation.
- 5.1.3. *In response to a question* governors were advised that subject leaders were aware of the requirements in EYFS.
- 5.1.4. It was agreed that the wording of the Priority be changed to '..throughout the school from EYFS'.
- 5.1.5. Priority 3: It was noted that the proportion of pupils who had English as an Additional Language was growing.
- 5.1.6. It was agreed that the wording of the Priority would be amended to '...to ensure that pupils who are vulnerable to underachievement reach their full potential'.

5.2. Pupil Premium Strategy:

- 5.2.1. There was a need to emphasise reading – to achieve age-related expectations. TAs would be supported to allow them to provide targeted interventions in maths.
- 5.2.2. There was a discussion about supporting pupils whose home environment was less helpful to learning and how the school could help parents be more involved in their children's learning, e.g. perhaps through offering some form of child care to allow them to attend parent functions.
- 5.2.3. EAL families were more challenging to reach and to communicate with. Various strategies would need to be considered.

Both documents were approved.

6. Financial Monitoring Report

- 6.1. The latest report was considered and a detailed oral review provided. Governors noted that the anticipated rise in staff salaries would have a negative affect on the budget as it was higher than had been expected. The in-year deficit was likely to be in the region of £39,000.

6.2. *In response to a question* governors were informed that energy costs were fixed for the current financial year.

7. Summer Term Financial Return

This was approved and would be signed by the Chair for submission to the LA.

8. Pay Rates for Teachers

Provisional rates were adopted and would be implemented once the necessary statutory processes had been completed.

9. Policy Review

The following policies were readopted without discussion: Child Protection/Safeguarding, Pay (Teachers' and Support Staff), Schedule of Financial Delegation, Safer Recruitment.

10. Governor Business

10.1. Vacancies. It was noted that no parent had stood for election. A suggestion was made that the vacancies be advertised on *Class Dojo* and the *TeachinHerts* website.

10.2. Governor Links: the following amendments were made:
Science/Computing: Hans Peters (temporarily)
Pupil Premium: Katie Stewart
PSHE: Vicky Shaw

11. Committee Terms of Reference

These were approved.

12. Pay Committee

The following were appointed for 2022/23: Siobhan Graham, Claire Peters, Katie Stewart. The committee would meet at 6.30pm on Wednesday 2 November.

13. Minutes of Previous Meeting

The minutes of the meeting held on 5 July 2022 were approved.

14. Actions from Previous Meetings

All had been completed

15. Matters Arising from the Minutes not on the Agenda

None.

16. Date and Time of Next Meeting

This was confirmed as 6.15pm. on Tuesday 6 December.

17. Other Business

There was no other business.

