

SOUTH HILL SCHOOL GOVERNING BODY
Minutes of a Meeting held on
31 January 2023

Present	Mr H Peters (Chair) Miss J Wellbelove (Co-Headteacher) Mr J Banner Mrs L Clare Ms J Fripp Mrs S Graham	Mrs C Peters Mrs V Shaw Mr S Sisulu Mrs K Stewart Mrs H Yendell
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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 Apologies were received from, and approval given to, the absence of Miss L Wren.</p> <p>3. Notification of Any Other Business Staff changes</p> <p>4. Co-Headteachers' Report Documentation had been published in advance. Discussion and comments <u>in response to governors' questions</u> included the following:</p> <p>4.1. Autumn Term Performance Data (EYFS)</p> <p>4.1.1. It was noted that Attainment in Reading, Writing and Maths was particularly in need of improvement. Additional TA support was being provided for children with SEND.</p> <p>4.1.2. Progress data was more encouraging.</p> <p>4.1.3. Communication and Language was a key aspect which contributed to levels of achievement in Reading and Writing.</p> <p>4.1.4. <u>A governor asked whether pupils' progress could be measured against progress steps</u>, and it was agreed that Mrs Yendell and Mrs Stewart would work together on some case-studies to present to governors.</p> <p>4.2. Autumn Term Performance Data (KS 1 and 2)</p> <p>4.2.1. More focus was needed on pupils with SEND and Pupil Premium, whose performance sometimes had a disproportionately negative effect on data.</p> <p>4.2.2. <u>There was no obvious explanation why boys performed</u></p>	KS/HY

worse than girls in year 1. The school was able to identify individual pupils for support using data not provided to governors.

4.2.3. It was uncertain whether the impact of covid was still being felt.

[Claire Peters arrived at this point.]

4.2.4. The additional TA support for SEND pupils would be provided at least until the end of the school year.

4.2.5. There was evidence that the level of engagement of parents with children's learning at home had an impact on progress and performance at school,

4.2.6. Governors made a number of suggestions about how engagement might be improved.

4.3. EYFS Visit Report

4.3.1. The report on the follow-up visit to that reported to the previous meeting was noted.

4.3.2. The visit had been a much more positive experience than the earlier one.

4.4. Maths Visit Report

4.4.1. In response to a question the Headteacher confirmed that staff confidence had improved, especially with planning.

4.4.2. She further added that the agenda for these visits was set by the school.

4.4.3. Staff sharing information and practice enabled all subjects to improve.

5. Financial Matters

5.1. The latest report was considered, and a detailed oral review provided. Governors noted the in-year deficit would be higher than originally anticipated largely because of higher staffing costs.

5.2. Income was higher as a result of some additional funding for SEND, to support pupils from Ukraine and catch-up.

5.3. Income from lettings would be lower as one group had ceased to meet at the school. However, this would result in some savings as the school would not need to be heated.

5.4. Supply teacher costs were higher. It was reported to be difficult to fill some posts.

5.5. Herts Catering had recently announced that their charges would be increasing, including for Universal Free Meals which would cost the school 9p per meal. Since the contract ended in August the school was exploring with a number of other

<p>schools whether together they could seek an alternative, cheaper, supplier.</p> <p>5.6. <i>In response to a question</i> the SBM reported that the school currently had two unfilled posts: 1 TA and 1 teacher.</p> <p>5.7. The Autumn Term Return for the LA was approved.</p> <p>5.8. Mrs Shaw would meet with the SBM to complete the SFVS for consideration at the next meeting.</p> <p>6. Policy/Document Review</p> <p>6.1. SEN Information Report. There were no significant changes. Photographs of pupils had been removed. Section 10 would be amended to avoid giving the impression that pupils would never be refused permission to go on school trips even if named on a risk assessment.</p> <p>6.2. Early Career Teachers (ECT). The policy was adopted.</p> <p>6.3. Staff Disciplinary Policy/Procedure: the updated model from HFL Education was adopted.</p> <p>7. Compliance Check</p> <p>The SBM confirmed that the Single Central Record was complete and up to date.</p> <p>8. Link Governors</p> <p>The following changes were made: Jodie Fripp to take on Maths and English (in lieu of Claire Peters); Jamie Banner to take on Science and Computing (in lieu of Hans Peters).</p> <p>9. Safeguarding Training</p> <p>All governors were to be invited to an update session provided by Hayley Yendell from 7.00 to 8.00pm on 23 February.</p> <p>10. Minutes of Previous Meeting</p> <p>The minutes of the meeting held on 6 December 2022 were approved.</p> <p>11. Actions from Previous Meetings</p> <p>All had been completed,</p> <p>12. Matters Arising from the Minutes not on the Agenda</p> <p>None.</p> <p>13. Date and Time of Next Meeting</p> <p>This was confirmed as 6.15pm. on Tuesday 14 March 2023.</p> <p>14. Other Business</p> <p>Staff Changes [Confidential Item]</p>	<p>VS</p>
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