SOUTH HILL SCHOOL GOVERNING BODY

Minutes of a Meeting held on 3 October 2023

Present Mr H Peters (Chair) Mrs C Peters

Miss J Wellbelove (Headteacher)
Mrs V Shaw
Mr J Banner
Mrs S Sisulu
Mrs L Clare
Mrs H Yendell

Mrs S Graham

In attendance: Mr A Pennycook (Clerk to the Governing Body)

Ms E Allpress (School Business Manager)

Mrs J Donley (INCO)	
	ACTION
Governors noted the need to declare any conflict of interest that arose in the course of the meeting.	
Apologies for absence Apologies were received from, and consent given to, the absence of Mrs E Macey and Mrs K Stewart due to a family bereavement. Governors sent their condolences to Mrs Stewart and her family.	
Notification of Any Other Business Parent/Staff Meetings; Clerk	
Headteacher's Report A printed report had been circulated in advance. Further comment and discussion, some in response to governors' questions, included the following: 4.1. Pupil Performance 4.1.1. It was important for governors to be aware of the school's priorities and the impact of actions being taken. 4.1.2. Although Pupil Premium Attainment was not as strong as the school would wish, progress was good. 4.1.3. The school was putting in place numerous strategies to help these pupils reach their age-related standard. This	
	Governors noted the need to declare any conflict of interest that arose in the course of the meeting. Apologies for absence Apologies were received from, and consent given to, the absence of Mrs E Macey and Mrs K Stewart due to a family bereavement. Governors sent their condolences to Mrs Stewart and her family. Notification of Any Other Business Parent/Staff Meetings; Clerk Headteacher's Report A printed report had been circulated in advance. Further comment and discussion, some in response to governors' questions, included the following: 4.1. Pupil Performance 4.1.1. It was important for governors to be aware of the school's priorities and the impact of actions being taken. 4.1.2. Although Pupil Premium Attainment was not as strong as the school would wish, progress was good. 4.1.3. The school was putting in place numerous strategies to

levels of achievement for EAL pupils compared with others governors were informed that many EAL pupils were very able and quickly became fluent in English, but were still counted as EAL. Cultural differences and the

level of support from parents were also a factor.

- 4.1.5. The National Tutoring Scheme was supposed to help pupils' attainment and progress return to pre-covid levels, but the school found that a number of constraints meant that it was less effective than had been hoped.
- 4.1.6. In response to a question about the comparative abilities of the 2019 and 2023 cohorts governors were informed that in Year 6, in particular, in 2023 there had been a higher than usual number of pupils with SEN, including three who had not taken SATs.
- 4.2. Impact of Sports Premium
 - 4.2.1. In addition to the information in the summary document, the headteacher indicated that in 2022/23 the percentage of Pupil Premium pupils attending activities had been 13 in the autumn, 13 in the spring and 19 in the summer terms.
- 4.3. The School Evaluation Form was noted and governors asked to familiarise themselves with it.

5. School Development and Pupil Premium Plans

These were adopted without significant discussion.

6. Financial Matters

- 6.1. Financial Monitoring: The position to the end of August was reported. Further comment included the following:
 - 6.1.1. The number of pupils with higher needs funding had fallen in September. In addition, if pupils left mid-term, their funding would be withdrawn. In response to a question governors were informed that there was uncertainty about how many of the pupils identified as needing support would be funded. The school did support parents through the application process where necessary.
 - 6.1.2. The school was expecting that approximately £7,500 of the funding for the National Tutoring Programme would be clawed back.

[Claire Peters arrived at this point.]

- 6.1.3. In response to a question governors were informed that under the new catering contract the school would bear the cost of the replacement of equipment over £2000 and would also be responsible for maintenance.
- 6.1.4. The in-year deficit was now predicted to be in the region of £7,400 rather than £36,800, <u>largely due to</u> additional income.

6.2. The Summer Term Financial Return was approved for submission to the LA.

7. Pay Rates for Teachers

Provisional Pay Rates for Teachers were adopted and would be implemented once the necessary statutory procedures had been completed.

8. Termly Safeguarding Report

This would be uploaded to GovernorHub for governors to review. Questions could be raised at the next meeting. It was confirmed that the report for the autumn term would be presented at the meeting in February.

9. Policy Review

The following were adopted: Child Protection/Safeguarding; Safer Recruitment; Attendance; Schedule of Financial Delegation; Drug and Substance Misuse.

10. Committee Terms of Reference

The following were approved: Pay; Initial Hearing; Appeals and Complaints; Pupil Discipline

11. Pay Committee

It was agreed that membership would be unchanged for 2023 (Claire Peters, Siobhan Graham and Katie Stewart). The date and time of the meeting would Monday 30 October at 6.30 via GoogleMeet.

12. Compliance Check - Biometric Testing

The school does not use biometric data.

13. Appointment of Parent Governor

Since no nominations had been received for the election the governing body appointed Ms Shree Junk as a parent governor with immediate effect.

14. Minutes of Previous Meeting

The minutes of the meeting held on 4 July 2023 were approved.

15. Actions from Previous Meetings

All had either been completed or were in hand.

16. Matters Arising from the Minutes not on the Agenda

None.

17. Date and Time of Meetings

It was confirmed that the next meeting would be on Tuesday 5

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December at 6.15pm.

18. Other Business

- 18.1. Governors were notified of the dates of forthcoming parents' evenings at the school and were invited to attend if they could.
- 18.2. The Chair reported that the Clerk to the Governors had informed him that he would be retiring at the end of the current school year. He would be willing to continue until the end of the following term if necessary.