

**THORNDOWN PRIMARY SCHOOL
& THORNDOWN PRE-SCHOOL
Full Governing Body (Full GB)**

Membership of the Full GB of Thorndown Primary School			
Vicci Godbold	Head	Peter Smith	PS
Christine Curtis	CC	Jon Lee	JL
Jane Ainscow	JA	Rob Jagger	RJ
Helen Cooper	HC	Jill Foster	JF
Claire Gerrard	CG	Cathy Sweet	CS
Frank Newton	Chair	Natalie Bates	NB
Dawn Mills	DM	Heather Wood	HW
Derren Jones	DJ	Richard Boughey	RB
Andrea Dollard	AD		

Minutes of the Full GB Meeting held on Thursday 30th January 2020 at 6:15pm

Order	Item	Action	Lead
1	Apologies for absence and declarations of interest		
1.1	Governors Present: Christine Curtis, Richard Boughey, Dawn Mills, Vicci Godbold, Claire Gerrard, Cathy Sweet, Andrea Dollard, Helen Cooper, Rob Jagger, Heather Wood, Peter Smith, Jon Lee, and Derren Jones.		
1.2	Non-Governors present: Jenn Dover was present acting as clerk.		
1.3			
1.4	Apologise for absence, with governors' consent, were accepted from: Frank Newton, Jill Foster and Jane Ainscow.		
1.5	Absence: Natalie Bates.		
1.6	The meeting was quorate with 13 governors present and with Christine Curtis acting as Chair.		
1.6	Declarations of Interest: Rob Jagger's wife is employed by the school. There were no other declarations of interest by members of the GB in respect of any item on the agenda.		
2	Change in the business or order of the meeting and any other business		
2.1	There was no change in the order or AOB.		
3	Minutes and action points from the last meeting held on 21st November 2019.		
3.1	The minutes of the last meeting held on Thursday, 21 st November 2019 were read, approved and signed by the Chair as a correct record of the meeting.		
3.2	There were 3 action points from the last meeting and all had		

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	been completed.		
4	Matters arising not already covered in this agenda		
4.1	There were no matters arising.		
5	Head's report		
5.1	There were no questions in response to the Head's report that had been circulated prior to the meeting. The GB were pleased to hear that 20 pupils had joined the school since September and that there had been no leavers since the last report. VG shared an update to the report since it was circulated, which included that there had been 2 exclusions and 2 racist comments made. The school newsletter had also been sent to the governors this week.		
5.2	CHALLENGE: RJ asked with regards to logging incidents on My Concern and whether paper copies are still kept, to which VG said paper copies are kept in pupil files but it is mostly electronic. RJ also asked why there was a decline in reporting to My Concern, to which VG stated it has peaks and troughs throughout the year, but the reporting includes general concerns, requests from Social Care for information as well as incidents, which would explain peaks in the reporting.	CHALLENGE	
5.3	CHALLENGE: CS asked why there was a decline in the attendance of SEN pupils, VG had no clear explanation for this, apart from one part time pupil, but reinforced that the SEN attendance is still above national average.	CHALLENGE	
5.4	CHALLENGE: HW asked how the exclusion rate in Thorndown compares to trends seen in other schools, to which VG confirmed that the amount of exclusions is below the average.	CHALLENGE	
5.5	CHALLENGE: DJ asked if the exclusions were behavioural, and if there were any areas of concern, to which VG confirmed they were behavioural. CG raised that there are currently lots of things in place to assist these pupils and that an exclusion is the last resort. VG confirmed that exclusions are reported to the government through the termly census.	CHALLENGE	
5.6	CG and VG reviewed the beginnings of the termly operational plan which is being reviewed termly and there were no questions regarding this.		
5.7	Term dates - As last summer there were a lot of absent children at the end of term due to St Ivo school ending early it was decided that the term dates would fit in with St Ivo. VG broke down how the 195 days, including the 5 inset days, compared with St Ivo. DECISION: The GB agreed the logic of the proposed dates.	DECISION	

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6	Chair's Report		
6.1	<p>CC read this report out to the GB in the meeting and the clerk recieved a paper copy. The report included the below:</p> <ul style="list-style-type: none"> • 4th December - recieved a letter regarding a fixed term exclusion. • 5th December - attended the Yr 2 Christmas performance and Head spoke to Chair regarding a possible issue with a parent and "threatening" behaviour. CHALLENGE: CC asked if this issue had been raised again, to which VG confirmed that it had not occured since this date. • 9th December - meeting was held with Vicci and Helen regarding funding consultation, which was followed by a discussion regarding on-going issue with catchment and special needs. CHALLENGE: CC asked for an update regarding the SEN pupil, to which VG confirmed that the pupil was being supported in school (funded by the County) but shall be moving on in April. • 10th December - attended reception class performance and submitted the Governors response to the financial consultation exercise. • 12th December - attended children Christmas lunch. • 19th December - wished the staff a happy Christmas and thanked them for their hard work. • 8th January - a meeting with the head to discuss a special needs pupil and general school funding as well as staffing. • 30th January - a meeting with head and vice chair to discuss the agenda for this meeting, plans for an action point following the personnel committee. The content of the primary inspection data summary report prepared by OFSTED was also discussed. CC presented the OFSTED inspection data to the GB, which has not been shared as there are no areas of concern or significance that OFSTED would look into according to this report. This can be sent to the govenors at their request. 	CHALLENGE	CHALLENGE
7	Committee Reports		
7.1	<p>It was highlighted to the GB that all can attend the committees and that governors should read the minutes and query anything that they don't understand.</p>		
7.2	<p>Personnel - action point already discussed, suprising the committee to find the difficulty in recruited mid-year, with no real response to a wide ranging advert. but good side the ITT package is proving successful at attracting applicants. There were no questions regarding these minutes.</p>		
7.3	<p>Learning - The new behaviour strategy was discussed and VG had some positive feedback for RJ following the meeting. DM raised that the pupils are responding well to the crystal</p>		

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7.4	<p>and teachers are not finding any difficulty in tracking pupils. PPA teachers have also highlighted how it is supporting them. CHALLENGE: RB has heard some comments that some pupils are just sitting in the middle and there may be some not being recognised, to which VG responded that she was aware of this and the staff are trying to catch children being good to reinforce this. There were no questions regarding these minutes.</p> <p>Finance - The main chunk of the meeting was discussing the budget, which highlighted the good carry forward projected however, the GB were informed that Thorndown is the 3rd worst funded school in the county, and the effect the County top slicing would have on the budget. There were no questions regarding these minutes. It was noted that further discussion on GB priorities was inevitable.</p>	CHALLENGE	
8	Standing items		
8.1 8.2 8.3 8.4 8.5	<p>Safeguarding Visit - there were no questions regarding this report.</p> <p>Preschool - new furniture has been purchased and this has improved the room substantially, which has resulted in a calmer environment in the pre-school.</p> <p>Training - CS attended safer recruitment, which she found very informative. HW has confirmed she was booked on the new governors training at the end of Feb.</p> <p>Parent forum - the meeting is next week and reading will be the focus of this meeting, with Natalie Browne attending to discuss reading throughout the school. The next one will be discussing school meals as the contract will be up. HW is to stand down as chair at the meeting this week and an election is on the agenda.</p> <p>Kingfisher Club - is still busy and the infant hall is now freed up so they can be free flow. CHALLENGE: CS asked if the school is making profit on the Kingfisher Club to help the budget, to which HC said the profit it used to offset running of the holiday club, but the funds raised from Kingfisher are not ring fenced (unlike the pre-school and sports)</p>	CHALLENGE	
9	Any other business		
9.1	<p>DJ had one item of AOB. which was to ask whether it would be possible to hire the school, for ad-hoc for meetings during the summer. VG suggested that the interest parties contact HC to discuss pricing and availability.</p>		
11	Summary of impact of standards and progress		
11.1	<p>The GB agreed that, to further school improvement, the meeting had achieved the following:</p> <ul style="list-style-type: none"> ● The GB had received a comprehensive update from the Head on standards, attendances, exclusions and 		

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	<p>racial incident since the last FGB meeting.</p> <ul style="list-style-type: none">● It had received a good safeguarding report and where fully briefed on all aspects of safeguarding.● Everyone was aware of the context and emerging concerns regarding the future budget, and lack of concrete budget information.		
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The meeting closed at 7:00pm