

**LUCKINGTON COMMUNITY SCHOOL  
MINUTES OF GOVERNORS' MEETING HELD ON  
Monday 12th June 2023**

**Present:**

Julie Gingell (Head, Jane Henshall (JHen); Vanessa Newman (VN); Kara Ardus (KA), Helen Maloney (HM), Sara Rodwell (SR), Paul Cook (PC) - attended online

**In attendance:** Catherine Hula (Clerk)

17:34 Commence

**ITEM 1 – APOLOGIES AND DECLARATIONS OF INTEREST**

1. Apologies - Katherine Fisher and Krista Sharp
2. No Declarations of Interest noted

**ITEM 2 – MINUTES OF PREVIOUS MEETING**

3. Head's comments to be noted:
  - Line 46 - IEPs not IAPs
  - Line 58 - Julie Kirkham had cancelled, not the Head
  - Line 70 - JHen didn't meet Hobbs, it was Tim Gilson
4. The minutes of the meeting held on 24th April 2023 were then accepted as a true record by the chair (PC).

**ITEM 3 – MATTERS ARISING FROM PREVIOUS MEETING**

5. Point 20 - Julie can put out feelers through Hobbs Alliance for NGA, for future planning. Action JG to research this as an alternative - **Formally joined Hobbs Alliance and using the LA not NGA** Q. KA - has PC been asked to chair for Hobbs Alliance? A. no - but the Head has passed on his details and will get PC invited to the CoG meeting. Q. KA - how are resources shared with regards to academisation? A. Hobbs Alliance use share point.
6. Point 22 - Re budget - NN to send out Microsoft form to governors to ask if all OK to sign off in a couple of weeks Action NN. **To send out**
7. Point 45 - Head & VN to provide data for year 6 children to explain their stories and progress to governors, and state if there is SENCO and/or Pupil Premium (% wise, not naming individual children) **Still to do**
8. Point 51 - Celia (SIA) came in and Head met with her on Friday. Will share the SEF document once it's finished being written up. Action Head once document completed. **Not finalised yet**

9. Point 56 - KA has done the French and RE reports which haven't been circulated yet. To do this before the next meeting. Done?

#### **ITEM 4 – HEADTEACHER'S REPORT/UPDATE (Standing agenda item)**

10. Thanked everyone for confidentiality regarding staffing/illness
11. Staffing - sent email regarding a partial fix - Rebecca.
12. Advert for an additional teacher to go live tomorrow and will interview in July.
13. Head - teaching 1.5 hours per day and taking herself out of lunch duties, and VN PPA
14. SATS have taken place since the last FGB and Head wanted to thank the invigilators. They were hard this year and they get the results in July, close to the end of term. JHen commented to thank staff for making it bearable for the children, and that they were well looked after - had breakfast club, ice-creams, and pizza.
15. KS1 SATS - no problems or issues.
16. Year 1 had phonics test
17. Year 4 had multiplication checks
18. EYFS lead, Daniel Satterly had positive things to say as we have such an unusual set-up. He was really impressed.
19. Lara - manages French, RE, PHSE - ½ day. Did 2 RSE meetings.
20. Signed up to Ramsbury English Hub. Early Reading framework has to run as the scheme intends and use their books. Applied and accepted. As the school has under 50 children, the Head thinks that we stand a chance of funding.
21. School has had an audit and we are awaiting the report.
22. Trying to book training with a new phonic scheme for the end of term.
23. School Improvement Hub - SIA each have their own schools and have to do 3 visits. Want schools to join hubs and schools can have options to pool the visits. Have to find a school working on similar things, e.g. Pupil Premium.
24. In North Wiltshire, village schools' hub is Hobbs, and also includes St Joseph's in Malmesbury. There are new Head's in Sherston and Hullavington so they are not joining yet.
25. A few schools have just had Ofsted.
26. Our school is keeping 3 SIA days, and can join in with other visits. There are lots of advisors who can look at objectives and say which expert to have, and what is relevant for us as we're a small school. Advised not to be too ambitious.
27. PC - May not get a choice of which hub to be in. This is about county restructuring and trying to reduce costs, and still deliver a decent service. They may do a County Academy. Short term he thinks they are going in the direction of School Improvement Hubs. Involvement with Hobbs Alliance has more positives than negatives. He Thinks it will open up opportunities and dovetail into what county want to do. He doesn't

know if it will reduce the number of SIA's, but regional leads are advertising for more advisors. We may get a change in our SIA, and it may be useful for all Hobbs Alliance to have the same one. The regional lead is looking at it so we don't have a choice.

- 28 - Maths workshop - Class 1 on a Friday, mastering numbers, had a good turnout from parents. Talked about how we teach maths in school now, and running 6 weeks of homework so parents can practice and work with their children. KS - said this was really good.

#### **ITEM 5 – SAFEGUARDING (Standing agenda item)**

29. This item was not discussed

#### **ITEM 6 - CHAIR'S UPDATE (Standing agenda item)**

30. Discussed in line 27

#### **ITEM 7 – GOVERNOR MONITORING (Standing agenda item)**

31. PC due to do a visit for Data, and Health and Safety, and KF has a couple to do.
32. Head is wondering that as we have so few governors and lots of subjects, whether to do SDP targets/objectives instead. This isn't for discussion now, and might make things more specific.
33. PC - this is something to consider and schools do it in different ways - more for Ofsted when they come in and they can answer questions. Doesn't need to be subject specific, but it needs to show how we measure progress and hold the Head to account. If people can think of an alternative way then he's happy to consider. It's not intended to take staff away from teaching. Most subjects are now done so it's a good time to change, and can tell Ofsted we are now looking at school SDP's.
34. Head to put something together to see what might work from September and to put on the agenda **Action Head**
35. The new Governor drive is still in progress but not everything gone across
36. Policies - Head has reviewed the policies on the website so that contact details have been amended.
37. PC - If contact details have been changed they need to be ratified at a board meeting.
38. Head will put the policies in the new governors drive
39. JHen - put an agenda item for the next meeting regarding policies questions **Action Clerk**

#### **ITEM 8 - SCHOOL FUTURE OPTIONS PROJECT (Standing agenda item)**

- 40. Not much has been done since the last meeting, so there's nothing to report.
- 41. Head hasn't spoken to Equa yet and will wait until September.
- 42. Head thinks having HR to hand would be good if we are in a MAT, and the infrastructure of a MAT would be beneficial.
- 43. PC - small schools wouldn't have much admin support - if in a MAT with a secondary school there would be a bigger infrastructure.
- 44. We should have an HR advisor but the Head advised we don't have one now.
- 45. Head - collaboration and the infrastructure are reasons why it might be desirable to join a MAT.

#### **ITEM 9 - IT PROJECT (Standing agenda item)**

- 46. This item was not discussed

#### **ITEM 10 – FINANCE COMMITTEE/BUDGET UPDATE**

- 47. No real update but adjustments made for different staffing levels.
- 48. No major changes
- 49. Using surplus from last year to this year
- 50. PC - the budget is looking healthy. We need to ensure there is sufficient staffing in school so that the Head can concentrate on their role.

#### **ITEM 11 - AOB**

- 51. KA - when she attended the Disadvantaged Learners course they spoke about school strategy on everyone being treated equally.
- 52. Kate Wilkins from county is the Disadvantaged Learners contact.
- 53. Affordable schools strategy - the Head knows about this, and KA said that some schools have been trialing it.
- 54. Head - we need to make sure that the curriculum and school day is inclusive for everyone.
- 55. PC - wanted to thank JHen who is leaving her governor role at the end of the month, as she has been invaluable with all her help and hard work.
- 56. JHen - we will need to think about who will be the vice chair when she leaves, and if KF is happy to do it on her own.
- 57. PC - talked about his personal targets regarding a strategic plan on the direction the school is going in still needs to be met, and he hasn't yet done what he set out to do.
- 58. Head - Hobbs is having safeguarding training on Friday 1st September and will do an update at the next FGB.
- 59. If Ofsted came in, all the documents are to be in the right place - Head to check this.

60. There is no summer open day this year, just an autumn one which is at a better time.

## **ITEM 12 - NEXT MEETING**

- Term 1 Monday 25th September 2023 17:30

Meeting concluded at 19:00