

UPLANDS COMMUNITY PRIMARY SCHOOL
FULL GOVERNORS' MEETING
HELD AT 4:30 P.M. ON THURSDAY 9TH DECEMBER 2021 (VIA ZOOM)

PRESENT: James Powell Andrea Cleaver
Carol Wilkins Wendy Collins
Anna Rennolds-Cook Paula Baker
Sadie Vick
Nicola Stanford Rich Williams

APOLOGIES: Ben Green

IN ATTENDANCE: Ella Moore

Ref	Agenda Item	Action/Date
1.	Welcome and confidentiality reminder AC welcomed all governors to the meeting and reminded everyone about confidentiality.	
2.	Apologies for absence Ben Green due to training, all governors accepted.	
3.	Declaration of Interest – verbal AC – daughter is HLTA at Uplands. EM is also School Business Manager at Uplands School. Minutes are always approved by the Headteacher and Chair of committee before being issued. ARC now Chair of Uplands Playgroup. If any playgroup-related matters discussed Chair will ask ARC to withdraw. WC is also a Playgroup Committee member.	
4.	AOB None.	
5.	Minutes of the previous FGB – 30.09.21 All governors agreed accurate <ul style="list-style-type: none"> • Matters arising from the minutes Emailed teachers to add timetables to class page on school website. Alliance Challenge Hub – approx. 14 local schools have shown an interest in the Stroud District. GCC have been contacted regarding the idea and provisional feedback is positive. Meeting arranged for next week, will group schools in 3x groups of 5 locality based. JP met with Anna Barker this week, performance advisor. Agreed this is a good idea. FGB minutes have not yet been amended for school website. Parent Survey – as agenda item. 	EM
6.	Governing Body <ol style="list-style-type: none"> a) The following have been appointed as committee chairs/vice chairs: F&R: Chair: Richard Williams, Vice Chair: Sadie Vick C&S: Chair: Anna Rennolds-Cook, Vice Chair: Nicola Stanford For information. b) Governor Training (update on governor training) Short review of some of governor training. Reviewed remote learning expectations this evening during a staff meeting. 	

	<p>Subject Leaders to analyse data for their subject and confirm how many children are working at level and beyond.</p> <p>Question - who would be interested in a Zoom call with sample of children so curriculum can be monitored? AC/CW/NS – Tuesday 11/01/22 from 10:00-10:30am.</p> <p>Map out governor visits against SDP – to complete new year.</p> <p>Perform annual review of governors visits against SDP – to complete new year.</p> <p>c) Ofsted readiness (questions from the Governors’ OFSTED folder)</p> <p>Any questions? To add to the next agenda.</p> <p>All governors felt more confident with folder for reference.</p> <p>During Ofsted training, a handout of the type of questions governors may be asked was given. AC to complete and pass to JP to review, before issuing to governors.</p>	<p>Subject Leaders</p> <p>AC/CW/NS</p> <p>JP</p> <p>JP</p> <p>Defer</p> <p>AC/JP</p>
7.	<p>Governors’ Committees – feedback reports</p> <p>a) Finance & Resources</p> <p>Meeting held 01.12.21. Discussed Chart of Accounts in detail. Discussed staffing in detail.</p> <p>Pay Panel meeting and targets agreed.</p> <p>b) Curriculum & Standards</p> <p>Discussed data, BG completed data monitoring visit. Assessment data point has been completed, data to be shared with governors in new year. PP strategy and progress discussed. Monitored pupil premium, early years and implementation of new curriculum, data and bug club. Looked at policies and talked about healthy living and new framework the school is following which fits well into the school’s ethos. Appointed new governor to monitor science – RW. Looked at updated template for governor visits, emailed to governors. If happy, will be uploaded to the school website.</p>	<p>AC/EM</p>
8.	<p>Breakfast Club Survey</p> <p>It was evident from completing the survey that the children attending love breakfast club. Spoke positively about the relationship between staff and pupils. PE was mentioned, part of the sports funding will be used towards breakfast club. Pupils confirmed they are taking part in PE regularly. Asked what pupils would score breakfast club out of 10. High percentage scored 10. Some small improvements the children would like. Overall very positive.</p> <p>Question – how many pupils could we have each day? Maximum 22.</p> <p>Question – can we add a note in the newsletter regarding breakfast club to try to encourage more pupils to join? Yes, will add a note to Newsletter.</p>	<p>JP</p>
9.	<p>School Development/Strategic Plan</p> <p>Discussed in detail.</p> <p>SDP – Codes need to be updated as not correct colour.</p> <p>SDP - Question – could we number actions under each category as would make it easier to cross-reference to monitoring to see where gaps are? Yes, JP to number.</p>	<p>JP</p> <p>JP</p>
10.	<p>Pupil Survey – findings</p> <p>Discussed pupil survey findings in detail and governors asked appropriate questions.</p> <p>NS will put together the whole survey and forward to governors to review.</p>	<p>NS</p>

11.	Parents' Survey – update NS will look at parent view questions, pupil survey questions and other surveys to put together the survey and then circulate for comments. NS to add a question about Covid and remote learning and produce on-line form.	NS
12.	Budget Review a) Coronavirus catch up premium update and Recovery Premium Funding Updated pupil premium strategy using new format requested by government. Will email to ARC to look at, will then publish on website. Covid catch up premium has been utilised for TA sessions. Recovery Premium Funding 50% has been received already. Colour coded document against actions completed already. Code: Blue – started – green – achieved – red not started yet. First target links in with Bug Club work, actions already started. CPD – staff have now attended some training courses. CTG still taking place, data point has been accessed which will feed into Insight programme. Staff survey to be issued.	
13.	Agree Term Dates 2022-2023 Inset Days will be set next year. To defer to term 5.	
14.	Head Teacher's Report Discussed Head Teacher's report in detail. Governors asked appropriate questions.	
15.	Safeguarding update – KCSiE Sept 2021 Part One issued to all governors Reminder to read and understand. Governors need to sign to confirm.	Governors
16.	Date & Time of Next Meetings: Thursday 3rd February 2022 at 4:30pm (see schedule on website) AC thanked James and staff for all their hard work. JP thanked governors for their commitment.	
	Meeting Ended: 18:11	

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Summary of Actions to be taken:

Ref Item	Action Needed	Name	Update/Date Completed

Matters Arising from Previous Minutes

Ref	Action Needed	Name & Date	Update/Date Completed