



Minutes For The Meeting Of The Full Governing Board Of Bosvigo School
Held On 15th May 2023 At 17:00

PRESENT:

Chris Wallis (Head Teacher)
Charlotte Overton (Clerk)
Nick Bailey
Dave Bullen
Juliana Jeffares
Victoria Robinson
Katie Smith
Katie Tucker

	This is a hybrid meeting.	ACTION
1.	APOLOGIES Dave Bullen chairs this meeting. Apologies received from Helen O’Kane and Kyle Brown and accepted by the chair.	
2.	DECLARATION OF PECUNIARY INTERESTS Nothing new to declare.	
3.	EXTENDING NICK BAILEY’S TERMS OF OFFICE Governors unanimously agree to extend Nick Baileys terms of office to 14.05.2027.	
4.	MINUTES OF THE LAST MEETING / MATTERS ARISING <u>Matters arising:</u>	

	<p>In the Autumn term there will be a designated governors meeting to discuss a 'curriculum review' which the SLT will attend. A pro-forma will be created so that all subject leaders can update governors in a consistent way with a clear summary of their subject progression. This will be discussed at the L & D meeting on 18.05.2023.</p> <p>Minutes signed off as an accurate record.</p>	
5.	<p>HT REPORT</p> <p>A written report has been circulated ahead of the meeting and read by governors. Governors are invited to ask questions on key points.</p> <p><u>Attendance:</u></p> <p>Victoria Robinson asks about persistence absence and the reasons behind it.</p> <p>A. It would help to be able to benchmark our figures against the national picture. People's attitude towards absence has changed in part because more parents now work from home. At the end of the year we can obtain data from the LA so we can see where we are in relation to others. We have two families who have moved to elective home education which would have skewed our attendance figures. In addition, there are families with up and down attendance. With the current social care provision it is a risk to push children into home education. The EWO has been consulted several times but has yet to visit the school.</p> <p>Is there anything more that we could do to improve attendance?</p> <p>A. We need to ensure children have a happy school experience and that they want to be at school. We have a better chance of impacting attendance if we have a good relationship with families.</p> <p><u>H & S:</u></p> <p>Katie Tucker asks about next steps regarding the outstanding Health & Safety actions. Over what period of time will staff be trained in writing risk assessments?</p> <p>A. The audit informed us that we should move our assessments to a web based resource. This could create barriers to them being successfully completed. People are well versed in producing written documents and the key factor is the teacher in charge has thought through risks and mitigated those. The incident reporting should now be done by using Assessnet. All head bumps need to be reported, even low level impact accidents. The issue over all users having a log in needs to be resolved. Risk assessments need to be reviewed at future Ops Committee meetings.</p> <p>Governors comment our Health and Safety incident figures are low which reflects positively on the school.</p> <p>Katie Tucker asks if this responsibility should be resting solely with the HT?</p> <p>A. There are elements that can be delegated including reporting which will be completed by Charlotte Overton.</p> <p>Katie Tucker asks for a written document to be produced to show who will be in charge of each action and the frequency of those actions. It is agreed this can be included as an appendix to the H & S policy.</p>	<p>Ops Committee</p> <p>Chris Wallis</p>

	<p>Budget:</p> <p>A small surplus has been forecast for next year despite salary increases. The budget will continue to be challenging. The greatest cost is staffing which cannot be controlled.</p> <p>The budget is based on 319 pupils but we currently have 325 on roll and will have 326 by half term. 45 children are leaving in Year 6 and 45 are joining EYFS in September. Unless people leave other year groups there will be around 324 children on roll at our next census which means we will be funded on more children than we are currently.</p> <p>We are losing approximately 85 hours in 1-2-1 support in Year 6. There are two EHCP applications which are pending.</p> <p>39 out of 45 parents from our new intake have responded to our communication asking if their child has any additional needs/requires additional support.</p> <p>The ANOC budget has been reduced from £5,500 to £500 because we have Section 106 money to spend before we use our own.</p> <p>A log cabin has been purchased which will be used as a sensory/learning space.</p> <p>Our subscription costs have gone up slowly.</p> <p>We wanted to generate further income from the wraparound provision. Although it has made money, some of the costs are absorbed by staffing. The cost to families has not been increased since 2018 but the staffing rate has increased. We are looking at putting up the cost by 50p per session. Governors agree it is fairly priced.</p> <p>It has been difficult to staff wraparound over the holidays. Governors discuss there may be a need to introduce a higher rate of pay over the holidays periods to incentivize people. The new school Facebook page could be used to advertise vacancies.</p> <p>Governors unanimously approve and ratify the budget.</p>	
6.	<p>SAFEGUARDING</p> <p>Noting in addition to the HT Report. There is a L & D meeting designated to safeguarding on 18.05.2023.</p>	
7.	<p>SEND</p> <p>See HT Report.</p>	
8.	<p>PUPIL PREMIUM / PUPIL PREMIUM STATEMENT</p> <p>We are trying to promote and encourage our new intake in September to apply if eligible.</p>	
9.	<p>DATA</p> <p>SAT's week was a success and results will be published and shared with governors in due course.</p>	

10.	POLICIES A review schedule is being produced and governors will be emailed updated policies to agree/amend administratively.	
11.	URGENT / CONFIDENTIAL MATTERS None.	
12.	ANY OTHER BUSINESS Meeting concludes at 18:45.	

DATE OF NEXT FULL GOVERNORS MEETING: 17.07.2023