

	<b>Bishop Road Primary School Governing Body</b> <b>Chair:</b> Mrs Lorraine Woodward <b>Vice-Chair:</b> Mr Justin Vafadari <b>Clerk:</b> Ms Janet Bremner	<b>Address:</b> Bishop Road, Bristol BS7 8LS <b>Telephone:</b> 0117 9030483 <b>Website:</b> <a href="http://www.bishoproad.bristol.sch.uk/">http://www.bishoproad.bristol.sch.uk/</a> <b>Head Teacher:</b> Mrs Gillian Powe <b>Deputy Head Teacher:</b> Mr Joe Emissah
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## GOVERNING BODY MEETING – TERM 2

Held in Bishop Road Primary School on Thursday 16<sup>th</sup> November 2023 at 6.15pm

### APPROVED MINUTES

Name	Position	Initials	Present	Apologies	Absent
Thomas Barr	Staff Governor	TB	√		
Alex Edwards	Co-opted Governor	AE	√		
Joe Emissah	Associate Member (Deputy Head Teacher)	JE	√		
Matt Gitsham	Co-opted Governor	MG	√		
Simon Jones	Co-opted Governor	SJ	√		
Becky Kay	Parent Governor	BK	√		
Sally Lucas	Co-opted Governor	SL	√		
Gillian Powe	Head Teacher	GP	√		
Cedric Sanguinol	Co-opted Governor	CS	√		
Justin Vafadari	Co-opted Governor & Vice Chair	JV	√		
Russell Walker	Parent Governor	RW	√		
Liang Fong Wong	Co-opted Governor	LFW	√		
Lorraine Woodward	Co-opted Governor & Chair	LW	√		
<b>In attendance</b>					
Janet Bremner	Clerk	JB	√		

Question from the committee	Action	Decision
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Item	Minute	Action
1.	<b>Welcome &amp; Apologies for Absence</b>	
	The meeting began at 6.35pm. There were no apologies. The meeting was noted to be quorate. There were no changes to the business and pecuniary interest declarations.	
2.	<b>Ofsted</b>	
	GP reflected on the recent Ofsted inspection and shared the likely timescale for the publication of the report. The governors who were interviewed by the inspector shared their reflections on the process with the meeting, noting how well the team had come together to answer the questions and demonstrate strong governance.	



3.	<b>Head Teacher's Report</b>	
	<p>GP referred to her report.</p> <p><b>What is the reason for some children leaving? Is it connected to the behaviour of other children?</b>  There are a variety of reasons, including some children moving to private schools. However, the school educates children with a wide range of need and expectation. Aligning these can be a challenge although in most cases the school is able to do so.</p> <p><b>What funding is there for children with SEND?</b>  There is additional funding of £4k per child. The assumption is the £6K comes from the school's budget, making a total of £10K. This is not enough to meet the needs of most children with SEND as it is not enough to employ the individual support that they need. This therefore has a knock-on effect to other children as the overall school funding is reduced. This is both a Bristol and a national problem and it is likely to get more difficult.</p> <p><b>What change has been made to lunchtime clubs?</b>  The previous arrangements have been regularised so that there are clubs for each year group. These provide activities for children as an alternative to being in the playground. The children need to sign up for the clubs, which they do themselves, so teachers have an idea how many children to cater for, but they do not have to attend every session. By offering these clubs during the school day it is more inclusive and it picks up on parental feedback received last year about giving children a playground alternative.</p> <p><b>EAL (English as an additional Language)</b>  It was noted that there is a high percentage of children with EAL in the school (42 languages). The children integrate quickly which represents a significant success. It was noted that this was a theme of excellent feedback to governors at parents evening. Parents who had moved to the UK from abroad spoke highly of the school and how their children had been welcomed.</p>	
4.	<b>Stakeholder Engagement</b>	
	<p>LW reported that she is currently collating the feedback received from parents, on parents evening. Once she has it all she will, like last year, allocate it to the sub committees, as appropriate, to consider and report back. <b>Action LW</b></p> <p>Very positive feedback had been received about the parents' session run by the school on the use of mobile phones. A further session for parents on building resilience is being planned.</p>	LW
5.	<b>Safeguarding and SEND</b>	
5.1	<p><b>Safeguarding</b>  Reported under the Head's Report.</p>	
5.2	<p><b>SEND</b>  Most of the feedback received at parents evening in relation to SEND was positive but more detailed feedback will be given in the report referred to above. It was noted that sometimes it is difficult for the school to support an application for an EHCP (Education and Healthcare Plan) if the behaviours the parent is describing do not take place in school. The school can only submit evidence for an application that it has collected directly. Discussion of the challenges presented by the application process, the impact on potential funding, including the fact that it is always delayed.</p>	
6.	<b>School Improvement Plan (SIP)/ Self Evaluation Framework (SEF)</b>	
	<p>There is a focus on developing more able children with 3 CPD sessions planned to support this. There is also a new enrichment programme in Key Stage 2 which focusses on sport. Discussion around the architecture project which will launch fully at the start of Term 3. AE gave examples of some of the things the children will be doing, including the use of CAD</p>	AE

	<p>software, quantity surveying, a walking tour of Bishopston and redesigning the school. <b>AE to share examples at the next T&amp;L Committee.</b> It will also be a focus of the governor learning walks which will now take place in Term 3/4.</p> <p>It was noted that the John St Leger (former governor and architect for the Dirac Suite) had donated money to the school library when he resigned as a governor. This had been used to buy architecture books to support this SIP.</p>	
<b>7.</b>	<b>Committee Reports</b>	
<b>7.1</b>	<p><b>Teaching And Learning</b>  JV reported that the committee had learned about the Early Careers Teacher Programme from Ben Mullen. Teachers are on the programme during their first two years of teaching. It is an effective programme that prepares them for teaching and develops their independence. There is a large cohort of ECTs at the school, currently 13 across the two stages. The programme is supporting them to build resilience.</p>	
<b>7.2</b>	<p><b>Finance, Buildings, Health &amp; Safety.</b>  CS reported that the committee had reviewed the budget outturn, noting an increase in the in-year deficit. The new caretaking arrangements have delivered a saving and there is increased monitoring of energy usage. This had highlighted a problem with a water leak which is now being repaired. The bell tower required work on two of the pillars, but the decision has been made, whilst the scaffolding is in place, to work on all 4. The school's accident log has been reviewed (annual) to look for trends, but none have been identified. The audit of compliance for UKGDPR identified some actions, which are being followed up, but also showed an improved level of compliance over the previous year. The outstanding issue with the cleaning contract (related to pension liability) is now very close to resolution. The committee visited the field and saw the mud slide (which is not in use, but had been part of a Health &amp; Safety incident reviewed by Bristol CC)</p>	
<b>8.</b>	<b>Policies for approval or information</b>	
	<p>Policies for approval  <b>Pay Policy Approved</b>  <b>Early Years Foundation Stage (from T&amp;L). Approved</b>  <b>Complaints Procedure (3 docs).</b> Agreed to incorporate the procedure on vexatious complaints into the main procedure. <b>Approved</b></p>	
<b>9.</b>	<b>Approval of Minutes</b>	
	<p>FGB 21<sup>st</sup> September 2023 non confidential <b>Approved</b>  FGB 21<sup>st</sup> September 2023 confidential <b>Approved</b></p>	
<b>10.</b>	<b>Date &amp; Time of Next FGB Meeting</b>	
	<p>Thursday 1<sup>st</sup> February 2024 18.15 – 20.15  Training meeting – Governor version of an INSET Day</p>	

The Meeting ended at 8.25pm

Minutes agreed to be a true and accurate record of Full Governing Body Meeting, Thursday 16<sup>th</sup> November 2023

Signed



Date 14.3.24

Item	Actions agreed T2 FGB	Who by	Deadline
4.0	Collate governor feedback from parents' evenings and share with committee chairs as appropriate	LW	End T2
6.0	Share example of Architecture activities with T&L committee	AE	T4 T&L

	Decisions taken	Action taken
9.0	Policies approved: <ul style="list-style-type: none"> <li>• Pay Policy</li> <li>• EYFS (from T&amp;L)</li> <li>• Complaints Procedure</li> </ul>	GovernorHub updated
10.0	Confidential and non-confidential minutes FGB 21.9.23 approved	GovernorHub updated & signed copies sent to school