![Tetherdown School logo]

MINUTES OF THE FULL GOVERNING BODY MEETING
OF WEDNESDAY 10TH JULY 2024, 6:30pm AT SCHOOL AND VIRTUAL

NAME	INITIAL	Governor category	Term Start date	Term Expiry date
Denzil Jenkins (Chair)	DJ	Co-Opted	1/11/2022	31/10/2026
Amir Gould	AG	Parent	27/09/2023	26/09/2027
Fiona Moffatt	FM	Staff Governor	21/07/2021	20/07/2025
Mark Hilton	MH	Co-opted	02/12/2019	01/12/2023
Juliet Natali	JN	Co-opted	23/10/2020	22/10/2024
Kate Prentice	KP	Parent	20/03/2024	19/03/2028
Annie Ashraf	AA	Headteacher	*Ex-officio*	
Michelle Moss (SBM)	MM	Associate	27/09/2023	26/09/2024
Dawn Barnes	DB	LA Governor	23/02/2023	22/02/2027
Katie Malczyk Mal	KM	Co-Opted	20/03/2024	19/03/2028
Richard Evans	RE	Co-Opted	20/03/2024	19/03/2028
Mariam Anjorin	MA	Interim Clerk, HEP	N/A	

Part 1

1 **WELCOME, APOLOGIES FOR ABSENCE**
1.1 DJ warmly welcomed all and chaired the meeting.
1.2 The meeting was quorate and apologies were received from RG and TM.

2 **DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**
2.1 There were no declarations presented.

3 **GOVERNING BODY & COMMITTEE MEMBERSHIP, TERMS OF REFERENCE**
3.1 A Governor highlighted incorrect Governor membership details on previous papers. An action was agreed for membership details to be updated on GovernorHub by the Clerk.
3.2 The recruitment for parent governors has progressed well and the school have received applications from two potential candidates.
3.3 DJ mentioned himself and Annie met with a new permanent clerk who will join meetings in person from September 2024.

4 **MINUTES OF THE PREVIOUS MEETING; MATTERS ARISING**
4.1 The Minutes of the previous meeting of 15th of May 2024 were approved by all.
   - HT has shared the school's marketing & fundraising plan with the Governors
   - Governors agreed to sign off the new Code of conduct in September 2024

5 **REVIEW OF THE YEAR AGAINST THE 2023-2-24 SDP**
5.1 AA gave a brief review of the SDP 23-24 goals and highlighted the following:
   - The impact of behavioural strategies such as behaviour plans and support from parents have had a positive impact on challenging behaviour.
   - Safeguarding audit was successful and there is now an increase in the number of safeguarding leads.
   - The roles and responsibilities for staff were updated, as well as the staff handbook, communications policy and CPD training for staff.
   - Although disadvantaged children are making progress in Reading and SPAG,

there is little progress in writing.
- Writing results for 23/24 increased very slightly at 3%. To improve this for next year, the following will be implemented
  ○ Incorporate into 2024-25 SDP
  ○ Development of Oracy Stanley Road Writing Scheme
  ○ Devices to provide equity to EAL and SEND EAL lead
  ○ Teaching Assistant Support for EAL Grammar and sentence interventions

- **Governors asked** about factors that could be contributing to the lack of movement on writing results. AA answered that it's a mixture of factors including a reduction in teacher's time as they are spending more time with EAL students.
- **Governors asked** how Tetherdown's writing results compare to other schools and AA said the results are very similar.
- A suggestion was made to tweak the KPI for writing to reflect the cohort of children.

6   PRIORITY AND KPI TRACKING TOOL
6.1 AG shared his screen which displayed SDP goals for 24/25 in a KPI tool.

He explained that the tool worked by inputting KPIs and measurables.

AG encouraged Governors to work with curriculum owners and relevant governors by putting their names against KPIs to ensure goals are being tracked.

7   REPORTS/POLICIES
- AA mentioned she reviewed the behaviour policy and a meeting was held with parents to inform them of recent behavioural strategies implemented by the school.
- AA mentioned the school are now providing training to staff on how to support children with behavioural needs. There is an increased sense of psychological safety, and clear development plans for those with behavioural needs. Teresa began regular peer emotional coaching with year 5 which has been very successful
- The school's after school club provision has increased and sports provision has doubled.
- The results from recent parent's evaluation forms revealed 93% would recommend the school to another parent, 89% felt their child was happy, 11% neither agreed nor disagreed.

8   CHAIR'S ITEMS
8.1 No items were presented

9   HEADTEACHER'S REPORT
9.1 AA gave a brief update on the Headteacher's report
- KS2 results were very impressive, with Reading at 94%, Maths at 93% and SPAG at 94%.
- Teresa and Susan's excellent work on a recent challenging tribunal was acknowledged.
- The Tetherdown music album raised around £3,600 this year, with £1,300 going to the school.

- AA mentioned she attended the Future of education Head teacher's conference. She highlighted that schools are in similar financial positions and the focus of the conference was to remain optimistic for the future and the message was Every Child Matters.
- EYFS taster sessions and meet and greet evenings have begun for Reception
- **Governors asked** about exit interviews trends from children leaving the school. AA confirmed the reasons for leaving included families living closer to the schools and siblings already attending those schools. She mentioned year 4 and 5 classes were full, however, classes in year 3 and below have spaces.

10 **COMMITTEE, SBM AND LINK GOVERNOR REPORTS**
10.1. SBM report – Governors confirmed they had read the report. MM asked that approval for the Q1 return be delegated to the Resources committee.

10.2. Resources Committee
There were no items presented.

10.3. Marketing & Funding Applications sub-committee
There were no items presented.

10.4. Learning and Community Committee
There were no items presented.

10.5. Link Governor Reports
AA suggested there should be a LINK Governor for Playground and Play and another LINK Governor for Computing. Governors were asked to contact the chair and head teacher if interested in the roles.

POLICY RATIFICATION/REVIEWS
11.1. Model School Annual Leave and Time Off Policy – **Approved by all**
11.2. Model Schools Absence Management Policy and Procedure – **Approved by all**

12 **GOVERNORS' TRAINING**
12.1 Governors were reminded to update Governorhub with any training completed.
12.2 A Governor completed 'How to run an exclusion panel' training on the 10th of July

13 **DATES OF FUTURE MEETINGS**
13.1 The next GB Meeting will be held on 20th of September.
13.2 The new dates for 2024-25 will be circulated to Governors

14 **ANY OTHER BUSINESS**
14.1 Resource Committee dates were updated. The dates scheduled for November was removed whilst the date scheduled for March remains.
14.2 The Governance day scheduled for 14 February at 8:30am has been moved to 8:15am.

Signed …… ………………………….

Date …………September 2024……………………………..

ACTION LOG

Item	Action	Lead	When
3.1	Governors membership details to be updated on GovernorHub by the Clerk.	Clerk	September 2024
10.1	The 2024/25 Q1 to be approved in the Resources Committee	MM	TBC