

**Flushing Church of England Primary School Governing Body Zoom Meeting  
Thursday 5 May 2022, at 6pm**

**MINUTES**

**In attendance:**

Robert Hurrell, Mark French, Leslie Hygate, Helen Dodd, Sue Treneer, Alison Eva & Lisa Beverley-Jones; Adam Whittle, Hayley Tucker (clerking) Polly Tregaskes (arrived at 18.05)

**Apologies**

Andrew Stevenson

Meeting started at 18:02

**1) Prayer**

LH - started the meeting with a prayer.

**2) Pecuniary interest registration (verbal declaration)**

AW returned form, no other new forms.

**3) Minutes from the previous meeting**

All agreed that they were an accurate and true record of the meeting and will be signed by RH when he is in school.

**4) Matters arising from the previous minutes**

The money from School Staff Insurance for a recent absence has come in.

Services building work in snagging phase, awaiting sign off.

The person who undertakes the Glazing survey in Cornwall Council has now left so we are awaiting their replacement to undertake this.

Isle of Wight trip is organised and all set to go.

**5) Head Teacher's Report**

Pupil numbers are very healthy.

We have 13 new reception pupils planning to join in September – plan is 12 but we have gone over in other years, so RH authorised the additional place to be allocated. Anticipate the roll to be 87 in September 2022. The budget is based on 84 pupils, but it is worth keeping as it is as a buffer.

**Still awaiting a response from Be Ready re; the apprentice – emailed to request their complaints procedure but not yet received.**

After interview, Moira Freeman was appointed as a teaching assistant and Nicky Van Der Bij was appointed to casual teaching assistant cover. **We still have 5 hours of lunchtime cover to sort when Mark leaves.**

5 pupils have started the FFT tutoring programme and we will deliver to 7 more. All tutors (existing TAs & Hayley) have done 11 hours of training which was heavy but a good refresher. Thus far, the FFT programme has been very positive – it is an online system for pupils led and supported by the tutors. It covers reading a text, blending words, spelling, phonics, and quizzes involving the texts. It will undoubtedly make a difference – we are limited by space and time so have allocated some pupils to have their sessions after school during Thumbs Up Club.

Staffing plan was shown to the Governors.

Spring assessments:

Year 6 – We would be very happy if the results stay as they are - if they can hold off any nerves, we expect results of 5/7 expected and 1 or 2 greater depth.

Year 2 – This cohort will need a lot of support through school as they have had significant disruption to all 3 years they have been in school. Considering this and the make-up of the cohort, outcomes will be lower than previous years.

Pupil premium pupils are being supported with additional tutoring – This group are underperforming in tests and their knowledge has slipped through the pandemic. If you have them on a 1-1 basis, they are far more resilient, and we will appoint readers for tests as it helps with the focus. The ability is better than the figures reflect. It was noted by one governor that the papers seem particularly long this year. They are expected to be the papers which would have been used in 2020 and will be used to benchmark only – the Government will not publish the data and Ofsted will be given them to make judgements about curriculum delivery.

**School Improvement Partner - Mark Lees will step down. Vicky at Mylor is searching for a replacement for the Partnership.**

First Aid training was delivered within the April inset.

**The research MF has done on defibrillators will be passed to Tamsin to make a decision (although the Government are considering it being a requirement for all schools so it may be prudent to see if they will fund them).**

Attendance is lower this year, largely down to illness - EWO said that there is a 94% standard in our area, and we are in line with that.

No Governors had any questions regarding the report.

## **6) Finance**

### **A) budget monitoring report**

The Budget Monitoring Report was given to governors to read in advance of the meeting. Period 13 has since been processed but is very similar to the report they received.

Carry Forward in year is circa £69,000 with additional costs included and absorbed.

Childcare income has rapidly increased – Thumbs Up Club is full nearly every day and Breakfast club nearly full most days. Nursery now has a waiting list and the LA predict a Nursery income of around £27,000 next year.

### **B) 2022-23 Budget**

Draft 3 of the budget was given to governors – it is forecast for two years but only 2022-23 to approve. It was noted that the surplus predictions year on year are £92K, £116K & £136K but many factors can change this. The budget has plenty of wiggle room and reserves will change over time.

No Governors had any questions, and all were happy to approve.

## **7) Succession Update**

MF was given a handover document in 2006 when he started which was very useful. He has requested a copy from County which he and Bob will run through to pass on to Tamsin.

MF proposed that we purchase a new MacBook for Tamsin as his is on its last legs, which he can up load with everything she should need to hit the ground running. It was agreed that this was a good idea.

In terms of induction, as it stands includes:

- Meet Bob/ Mark / Hayley to go through day to day & key areas
- Meeting her class (most likely to be the Seals)
- Meet staff, Governors, parents & pupils at key events such as last FGB, sports day etc.

HD asked if she has experience of budget setting etc; MF advised that she will have and that Tash is very good at providing the basis to work from, and Hayley will be on hand to assist with the day-to-day finances; the Governors will help and support her. The budget can handle a little wriggle room financially and training can be arranged if necessary.

MF advised that he will cease to make any major financial decisions from now as it will be up to Tamsin to decide what she wants for the future of the school.

Other decisions looming can be made next year (such as the copier lease, renewing the sports kit, ELS, SIMs, flooring, emergency lights, defibrillator, SIP)

## **8) Education White Paper**

This was published recently but is subject to change – the unions have advised not to panic. Whilst it has been suggested that schools should all be part of a MAT, we do not need to do this yet – the deadline is 2030, so there is plenty of time to find the right solution, should it still be a requirement then.

The length of the school day is set to increase to 32.5 hours (we are slightly under at 31.66 hours as provision starts at 8:45am but teaching is held off until 8.55am to allow the ferry children time to get up from the quay). Should this come into force we would need to increase the opening time for all by 10 minutes a day. MF suggested that a later finishing time of 3.25pm to account for the ferry crossings, might be the only realistic option.

No queries were raised by Governors.

## **9) Governor Inclusion Training**

Hoping to get meetings back in person in school with staff. RH to meet with Sonia Wilcox re maths, HD to meet with Alison re literacy and Stacey with Zoe re science. ST will organise meeting with Helen re EYFS.

Hayley will purchase online training safeguarding courses for all governors who have not completed it as part of their job roles – Hayley will email the links to the training.

## **10) Policies to approve**

The policies for Volunteers, visitors, medical, intimate care and PSHE were reviewed by governors, and all were happy to adopt them.

## **11) Standing Items (Health & Safety / Safeguarding)**

ST visited school to complete an onsite H&S inspection

S175 docs completed – MF worked with Jilly from Mawnan and Vicky from Mylor - All happy to approve the document.

No further questions from governors.

## **12) Friends of Flushing School**

Recent events include:

Easter egg hunt which anyone could enter (based from Sandy's shop) which raised around £150

Pantomime raised £1000 for the school (refreshments/front of house and raffle manned by FOFS volunteers)

Summer term meeting is coming up and they hope to have a disco, provide refreshments at sports day.

MF added a breakdown of what had been provided by FOFS has been included on the newsletter; they include:

Year 6 day out, Isle of Wight residential financial support, leavers hoodies £250 for Seahorses, Seals, and Starfish classes to purchase resources of their choice.

## **13) Any Other Business**

None

## **14) Confidential**

None

## **15) Date & time of next Meeting**

14 July 2022 at 4.05pm