

WELLINGTON PRIMARY SCHOOL

Dudley Hill Road

Eccleshill

Bradford

BD2 3DE

Headteacher: Mrs Joy Wood

Minutes of the Governing Board meeting

held on Monday 16th May 2022 at 6.00pm

PRESENT: Mrs B Dolby (BD), Ms D Purewal (DP) Mrs L Sheffield (LW), Mr N Gunstone (NG), Mrs N Rashid (NR), Mr Tanweer Yousef (TF), Mr D Carey (DC) & Mrs J Wood - Headteacher (JW).

IN ATTENDANCE:

DP welcomed all to the meeting.

1. APOLOGIES

There were apologies for absence from Mohammed Azum.

2. NOTIFICATION OF ANY OTHER BUSINESS AND AGENDA ORDER VARIATIONS

None.

3. DECLARATION OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE LAST MEETING 14.03.22

The minutes of the meeting held on 14th March 2022 were accepted as a true record.

Proposed: NR Seconded: DC

5. MATTERS ARISING

Action Point 1 – JW advised that there had been only one nomination received for the 2 Parent Governor vacancies and Razia Waterhouse has been appointed.

The vacant post will be addressed in the Autumn term.

Action Point 2 – The Governor training schedule from Skills 4 Bradford has been circulated.

There were no other matters arising that will not be addressed by today's agenda.

6. CORRESPONDENCE

None for this meeting.

7. HEADTEACHER'S REPORT

The report had been circulated prior to the meeting & JW summarised the content.

Staffing/Personnel

The current recruitment programme was summarised.

The KS1 leader has been appointed to a promoted role at another school and an advert has been placed for a replacement.

The schedule for the adverts and interviews were outlined.

Short listing for the post will take place on Friday with interviews scheduled for Thursday 26 May.

An English Lead has not been recruited and it has been decided to recruit 2 AHT's with 1 being allocated the role. The interview process and the candidates involved were outlined to Governors.

The interview for the Maths Lead vacancy takes place tomorrow.

The AHT interview schedule was also outlined.

Q – In respect of the SEND leaders absence, is the temporary cover in place also dealing with transition to secondary school?

A – We have someone covering The SEND leaders teaching commitments with a specialist coming in to cover SEND work. There is a child who is transitioning to a special school where she has an involvement. It is hoped that the SEND Lead will commence her phased return to work shortly.

The appointments at the secondary schools are being arranged around the cover's availability.

Attainment & Progress

The Juniper Benchmarking data had been circulated prior to the meeting.

JW noted that there are areas to be celebrated along with areas of variability to be addressed.

NG explained that the Y2 and Y6 data looks lower due to the pupils not completing the same work.

Since this data was received, interventions have been introduced for 9 children in Maths.

The National Tutoring Programme introduced in school concentrated on Reading and the impact of this can be seen data.

The interventions which have been introduced in respect of Maths were detailed.

Writing - How the data is collated from O Track was explained by NG and he also outlined how the data is collected in school.

Q – How did the SATs tests go last week?

A – It went very well. The children stepped up and were very positive.

The processes followed for the SATs was explained to Governors and overall, it was really successful.

The reading paper was noted as being very accessible for the children however Maths was noted as being a greater challenge.

NG gave examples of the type of questions posed for the children.

JW particularly noted the diminishing difference (gap) between different groups in school.

The Phonics screening will be taking place in June along with the Y4 Times Table check.

Finance

The Budget 2022-23 has been submitted to the LA.

The 3 Year Budget will be presented to the Resources committee on 13th June.

The summary for next year is:

In-Year Deficit - £93,175

Surplus B/fwd. - £103,000

Cumulative Surplus - £9,825

The c/fwd. from 2021-22 is £103k which is greater than shown at the end of Q3,

BD noted the lack of information around the funding from the LA and the teacher's pay awards for next year.

This was discussed by Governors including that it is hoped that a grant will be provided to cover the pay award.

JW explained that any adjustments to the figures will be made in Q1 as the information becomes known. The budgeted increase in utilities costs were noted by BD.

The in-year deficit was explained by BD however there is an anticipated cumulative surplus forecast.

JW explained that a flat budget for 2022-23 effectively equated to a budget cut due to inflation etc.

Staffing is the biggest cost in school and JW outlined how this could be addressed.

BD advised that the budget is well managed and she noted the financial difficulties seen at other schools.

The staffing in school has been remarked upon by visitors when compared with other schools.

TY also noted that there are many companies/businesses setting deficit budgets in the current climate.

The Budget 2022-23 was unanimously ratified.

Premises

The report commissioned from Gastech is awaited on the drains and the major work which will be involved was outlined by JW.

The regular maintenance being carried out such as rodding the drains was noted.

JW asked if anyone had contacts who could help in providing alternative reports to contact SBOM.

Safeguarding

There have been no safeguarding issues since the last report.

Teaching & Learning

The work of Sarah Burtoft as a consultant in school was explained.

The 3 deep dive reports received on Reading, Science & EYFS had been circulated prior to the meeting.

There were several areas of good advice received part in EYFS and a mini action plan is being created as a result

The Phonics provision in school was summarised and Anima Phonics has been purchased as this aligns with the school provision. The online training for staff is taking place in June.

The additional cost of the reading books to support this provision will be around £8-9k from the capital budget.

Q – Is there any consideration re the children with dyslexia?

A – There is a different approach taken for those with dyslexia.

JW summarised the involvement of external providers and the differences in approach.

Leadership of Foundation Subjects – The previous system in place at the school was summarised to Governors and this is now being re-introduced. The KS Leaders will no longer be asked to lead on these subjects for their year groups.

From September, there will be individual leads for each subjects and the CPD planned for teachers was explained.

Subject leaders will be drawing up action plans for their subjects.

Sarah Burtoft has advised the leaders of what is required of them in these roles.

The NTP (National Tutoring Programme) is ongoing however getting quality tutors is an issue. This issue was discussed by Governors.

Enrichment activities which have been taking place were noted by JW particularly in KS1.

The planned Y5 Residential trip to Nell Bank was unanimously approved by governors.

Q – The Face to face consultations detailed in the report, were these well attended?

A – Very well.

BD noted the discussions held at the Resources committee meeting re the school meal survey which had been presented.

The portion sizes had been the main concern raised.

BD and NR are visiting at lunchtime to view the provision.

Joanne Lee from Facilities Management has been invited to the Resources meeting on 13th July to discuss the provision.

Parental views about the school have been collated using survey monkey and will be circulated.

The arrangements for the Jubilee Picnic lunch next Friday in respect of FSM pupils were detailed.

JW explained that staff health issues are still an area where the impact of COVID is having an effect. This subject was discussed in detail.

Q –Are there COVID cases in school?

A - These are minimal at present.

Q – Is there a cost to the end of school drama production?

A – Yes there are items such as royalties to be covered.

A discussion took place around the White Paper which has stated that all schools have to become academies by 2030.

It was noted that this matter needs to be part of future considerations by Governors.

It was agreed that this will be a standing item on future GB agendas.

8. COMMITTEE REPORT

Resources 11.05.22

BD summarised the meeting held last week where the budget for 2022-23 was the main area covered.

See previous agenda item.

9. BUDGET APPROVAL

This was addressed in agenda item 7.

10. GOVERNOR VISITS/TRAINING

RSE Working group – NR outlined the meetings held involving her & DP and noted that the presentation by Katie Marsh went well.

Positive conversations with parents took place.

BD advised that the optional element of sex education re the policy is an important area to be promoted to parents.

DP recognised that the diverse nature of the school means that there are different concerns to be dealt with.

JW noted that a recommendation on the policy to be adopted will need to be presented to the final GB meeting of the year. She explained that even if sex education is included in the curriculum, parents do have the right to opt out.

The consultations which have been held at the LA with interested parties on this such as the Bradford Council of Mosques were also noted.

JW explained how sex education is identified to parents in the curriculum and how this is presented to them.

How parental opt outs would be recorded was also explained.

DP noted her involvement in recruitment process.

NR has been involved in the Reading programme in school.

The dates for the end of term performances (19/20 June) will be included in the next newsletter to be sent out.

11. POLICIES

None for this meeting.

12. ANY OTHER BUSINESS

The next T & L committee meeting has been postponed until 10th June at 9.00am.

DP wished to place on record Governor's thanks to staff for all their hard work.

13. DATE OF NEXT MEETING: Monday 11th July 2022 at 6.00pm to include RSE policy.

DP thanked everyone for their attendance and closed the meeting at 7.35pm

Action Points

Action Number	By Whom	Action	Timescale
1	Clerk	Academisation to be a standing item on future GB agendas.	Ongoing
2	RSE Working party	RSE Policy for implementation in September to presented at the next GB meeting.	Next meeting
3			
3			
4			
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