



School: Trent-Rylands Federation
Meeting title: Second Autumn term meeting of the governing body
Date and time: Thursday 30 November 2023 at 5.30pm
Location: At the School

Membership
'A' denotes absence

A Ms L Griffiths (co-chair)
Mrs D Bagley
Councillor Mrs K Foale
Mrs E Truman
Vacancy – co-opted
Vacancy – parent
Mr C Jones
Mr A McPherson

A Mrs K Naylor
Mrs T Walker
Mrs L Shepherd (vice-chair)
Mr S Williams (co-chair)
Mrs C Watts
Mrs K Harby
Mrs C Turner– Headteacher
Mrs J Barratt – Headteacher

In attendance Mr D R Allen (clerk to the governors)
Mrs S Osborne (Federation Deputy Head)

GB/60/23 Apologies for absence Action

Apologies for absence were received from Ms L Griffiths (child ill).

It was

resolved

that the governing body consent to this absence.

Mrs K Naylor was not present at the meeting, but had not sent apologies.

GB/61/23 Declaration of interest – Governor annual declarations and agreements

Review and sign 2023/2024 Register of Business Interest

All governors confirmed that they had reviewed and signed the Register of Business Interest.

Review and sign 2023/2024 Declaration of Eligibility

All governors confirmed that they had reviewed and signed the Declaration of Eligibility.

Review and sign Governor Code of Conduct

All governors confirmed that they had read, understood and signed the school governors' code of conduct.

Review and sign KCSIE September 2023

All governors confirmed that they had read, understood and signed the KCSIE September 2023

Mr Jones reminded the meeting that his wife worked at both schools in the Federation. Mrs Shepherd reminded the meeting that her sister worked at Trent Vale I. S.

There were no further declarations of interest, either direct or indirect, for items of business on the agenda.

GB/62/23 Review of membership and terms of office ending in the next 12 months

All present introduced themselves to Mrs Harby, newly appointed staff governor.

The clerk highlighted the following vacancies on the governing body:

One parent and one co-opted governor.

Mrs Turner informed the meeting that the parent governor vacancy had been advertised, with no response.

The clerk informed the meeting that a suitable parent could now be approached, with a view to filling this vacancy.

The meeting was informed that new leader of the Beeston Day Nursery may be interested in filling the co-opted vacancy.

GB/63/23 Approval of minutes of the first autumn term meeting and any special governing body meetings

The minutes of the first autumn term meeting held on 2 October 2023 having been previously circulated and subject to the following corrections being made were confirmed and signed by the chair.

Correction GB/46/23 Safeguarding and Attendance – should be Mrs Shepherd, not Mrs Sharples.

All actions had been completed or are tonight's agenda

GB/64/23 Policy Reviews

See GB/73/23 below.

GB/65/23 OFSTED Update

Update on BRJS OFSTED

Mrs Turner informed the meeting that she found the lead inspector to be both fair and honest.

He agreed fully with the school self-evaluations.

The feedback to governors had been very positive.

A governor asked if the inspector had indicated any changes needed in governance – none.

Mrs Barratt had taken notes on the inspector's feed-back – she read back a long list:

Children had a good knowledge in the “deep dive area” – history.

The inspector was very impressed with SEN.

Safeguarding was stated to be effective.

The school leaders are open and honest and know their school well.

The staff are firmly behind their leaders.

Parents believe this to be a fantastic school – a part of the community.

This is a convincingly good Ofsted Report.

The inspector had commented on the unique Federation structure.

Initial response to Improvement Actions

The inspector had identified two areas for improvement:

1. British Values – this should be dealt with more in year groups not just in assemblies.
2. Behaviour, where more needed to be done to tackle the small number of children who are badly behaved – this having an impact on the learning of other children.

Action has already been started to address these matters.

Lessons learnt to apply to TV school ahead of future inspection

Mr Barratt informed the meeting that the above had been most helpful in preparing her for the Trent Vale inspection, which is expected in about one year's time. It had raised in confidence in relation to Ofsted.

Governors asked what the timetable is, leading to the final report being published.

Governors discussed methods of publishing the success of the school to parents and the wider community.

The meeting asked that thanks be passed on to all staff.

ht

GB/66/23

Holding executive leaders to account: Summary of Headteacher's report and governors' questions and challenge

The report had been previously uploaded onto governor hub, with governors being asked to submit questions prior to the meeting:

Governors asked:

Monitoring and evaluation - Quality assurance

- Document not in pack

No it's not and we're working on simplifying it.

Assessment for learning - Document not in pack

Ran out of time due to Ofsted.

Monitoring summary reports**Tell us about the "no hands up approach"**

This encourages all children to respond – details were given.

Need to update Safeguarding and Child Protection Policy

This is done annually

PP statements

Do we have more specific success criteria for maths and reading? doc notes gaps closing and/or improvements made but are these to the degree we are targeting?

Mrs Osborne gave details of this.

Improvement plan and SIPs - first time seeing this - surprised at how stark the differences are between DP and non-DP children. can see from plans though the ways this is planned to be addressed. Do we have much more regular touchpoints with parents/carers in these instances to communicate plans and try to help ensure their engagement and buy in?

This depends on the needs of the child. If in the lowest 20% then very possibly SEND so more detailed parents evening and reviews.
If attendance for low performance and DP then there will be extra contact from HT around this. Sometimes when numbers are so low the percentage is skewed. e.g. 2 children in F2=50.

Parent questionnaire

- I've too noted TV considerably more positive and wonder if this is a running theme?

- question re school having high expectations has much lower results for BRJS, any feedback on this?

- school supporting wider development fair bit lower for BRJS too - again any specific feedback on this and anything to consider here given we want to help support development in overall well-being, relationships, social skills etc too?

IT very positive across both schools, but notably more so for TV. Is this a fairly long-standing difference in perception between the two schools? If so, is it something we should investigate further?

I was going to mention the ambiguous wording of the bullying question, but you've already picked it up in the comments. Perhaps there is a similar issue with the SEND question. The questions are lifted straight out of Parent View, is that right?

We felt that this was positive across both schools when strongly agree and agree are totalled.

We have to remember that strongly agree and agree when totalled is still brilliant. This was supported by parental response from Ofsted.

We believe this is common due to new and enthusiastic parents and those that have been with us a long time.

Over 100 people didn't respond to BRJS survey – if unhappy they would have said. Very minimal responses for disagree and strongly disagree.

Behaviour

The behaviour policy looks good and very comprehensive. Good to see a balance of incentives / rewards as well as sanctions. The range of interventions / rewards appears quite overwhelming looking from the outside - do the children have a good understanding of what the various different reward schemes are for and how they work? Also, a long but useful list of encouraged acceptable behaviours. How are these shared with children? Is the language in the letter to children pitched at the right level?

Yes, they do as both schools are applying the rewards and sanctions all the time. Shared on a daily basis through general practice at all times – the bread and butter of what we do. This is pitched at the correct level – revised sanctions is BRJS and explained one to one from HT to child. We're only in week 1.

Are the well-behaved children seeing that policy is being changed /impacting less well-behaved children? Do children perceive less well-behaved children to be “getting away with it”?

This was reflected by the pupil voice during Ofsted by the children. This is for a very small number of children. This was already identified on the SIP as shared in Oct. We are working on tackling difficult behaviour and rewarding well behaved 'green' children via afternoon tea, certificates earned through points, new –children bringing their work to the head's office, children gaining all of their “lets get time”.

Policies

• On the mobile phones policy - is this only authorised if children are walking to or from school unaccompanied? Have there been any issues with other children bringing in or using phones during school time?

This is new and yes only children walking to and from school actually need to have a mobile phone with them. Some children do not hand their phones in – this could be a safeguarding issue therefore I formalised the bringing in of mobile phones.

• ICT / acceptable use policy - should the use of phones and email section 5.1.1 more explicitly state that this applies to governors as well as staff?

This is from the L.A but we can make this more explicit to include gov's. Action – this needs to be sent out to all involved but realistically as an opt out email. Paper copies for new starters.

• Child on Child Abuse Policy

- p2 - Does CT still have responsibility at TV? Should SO be designated for TV as well as BRJS?

No J Barratt has responsibility for TV. Sue is deputy at TV and BRJS. We've made the change in the policy.

Online Safety Policy

- p11 - References an Appendix 5 for Incident Report Log, but no Appendix 5 in document.

This has been added.

Looked After Children Policy
- p2 - Does the Designated Lead (CT) cover both schools?

No- made the change to the policy

Attendance

Persistent absentees - what do we do here to try and catch early (study bugs will help?), and manage/resolve?

BRJS (and to a lesser extent, TV) - DP Persistence Attendance Issue? What steps are being taken to work with parents here?

A big piece of work! Huge amount of contact with parents unpicking why children are not in school. Each family with very different circumstances. Extra contact from HT and deputy with contact and the families.

Phone calls, meetings, enforcement with one family. Talking to the children about why but inevitably this often is a result of wider family issues. Both schools are not complacent!

As we are early in the academic year children don't have to have been off for very long to be classed as a persistent absentee – e.g. if a family have taken a holiday and then the children is sick their attendance can drop below 90%

GB/67/23 Quality of teaching and learning

- a) Lesson observation summaries
- b) Work scrutiny summaries
- c) Learning Walk summaries

Mrs Barratt informed the meeting of action taken relating to Early Reading and Phonics leading to the formation of an Action Plan.

Mrs Osborne gave detail of Learning Walks related to English and Maths.

A governor asked if feedback related to Ofsted had been given to individual teachers. General feedback had been given.

GB/68/23 Safeguarding information for consideration and action

Governor monitoring visit including governor compliance checklist, single central record and vulnerable pupils

New Safeguarding action plan

Mrs Shepherd and Mr Mc Pherson are to visit the next day to complete the very detailed Safeguarding questionnaire. This will then be returned to the LA.

ht

GB/69/23 Staff and pupil wellbeing including pupil voice

At Beeston Rylands, Ofsted responses had been very positive in relation to staff wellbeing.

Staff are well appreciated by the SLT, with good relationships both ways.

Responses to Ofsted pupil voice had been very positive.

At Trent Vale, it was reported that children respond in a most positive manner to both governors and the headteacher.

Staff work very hard and know that they are well appreciated. They are well supported.

A governor suggested re-introducing a staff questionnaire.

GB/70/23 Parent Questionnaire

This had been previously covered in GB/66/23.

GB/71/23 MAT Update

This to be dealt with at the next FGB meeting.

agenda

GB/72/23 Ensure clarity of vision, ethos and strategic direction, set by governors

Review and embed the vision, ethos and strategy of the school – reflected in the school improvement plan

Approve (or confirm arrangements to approve) the School Improvement Plan as detailed in the scheme of delegation

This to be dealt with at the next FGB meeting.

agenda

GB/73/23 Ratification of Policies

A summary of changes to the Policies reviewed at Resources Committee autumn 2022 and FGB meeting October 2023 had been uploaded onto governorhub.

These were **formally approved** by this meeting.

GB/74/23 Communication received and updates

From Chair

The meeting was informed that the LA Financial Report for Trent Vale had been sent to the chair. also, that the Beeston Rylands one had been completed.

These to be discussed at the next meeting.

agenda

From Clerk – 1st Governor Newsletter

The following items were highlighted:

- School admission arrangements
- Safeguarding in Education news
- Ofsted – National updates and Information
- Support for Governors
- Annual Governor Conference

GB/75/23 Report from training co-ordinator including a skills audit and review of governor training requirements (including safeguarding) for 2023/24

All governors were reminded of the need to update Safeguarding and Prevent training – also, to update individual training records on governorhub.

All gobs

The two co-chairs had undertaken part of the chairing training.

Mrs Walker and Mrs Watts had completed Induction training.

All governors were encouraged to take advantage of the EMES training available.

All gobs

GB/76/23 Review of governor monitoring visit reports – key actions for governing body

Mrs Truman had undertaken a Health and Safety inspection.

A governor asked about contact with relevant link teachers.

GB/77/23 Evidence of governing body impact on school improvement and review of how the governing body has held the school’s leaders to account

Wide range of policy reviews and formal approval.

Governor questions relating to Ofsted.

Vast range of questions in relation to the headteacher report.

Governor questions relating to wellbeing of both staff and pupils.

GB/78/23 Confirmation of dates for 2023/24

The governing body

agreed

- First Spring term – Thursday 25 January 2024 at 5.30pm
- Second Spring term – Thursday 14 March 2024 at 5.30pm
- First Summer term – Monday 13 May 2024 at 5.30pm
- Second Summer term 2024 – Thursday 11 July 2024 at 5.30pm

GB/79/23 Determination of confidentiality of business

It was

resolved

that the governing body membership list; confidential sections of the headteacher’s report and confidential sections of committee minutes be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 7.10pm.

Signed (chair) Date