

SPRING TERM 2024

MINUTES of the meeting of the Governors of Chalfont St Giles Village School held at the school on 25 January 2024 at 7 pm

PRESENT:	Bob Albery Patricia English Alastair Haywood (Headteacher) Elaine Hoare Nigel Hobbs Clive Jones	Katherine Mannion Hemal Pandya Becky Spencer Penny Thomson Russell Turner Donna Westall (Chair)
IN ATTENDANCE:	Gill Brown Ann Baines	Associate Member Clerk
ABSENT:	Sri Akunuri Ann Alderson Lisa Higgin Eleanor O'Connor Jessica Svensson	(Apologies received and accepted) (Apologies received and accepted) (Apologies received and accepted)

		ACTION
1	NOTIFICATION OF ANY OTHER BUSINESS	
	The following items of other business were raised and taken at the end of the meeting. <ul style="list-style-type: none">• Term dates 2024-25• Governor terms of office	
2	DECLARATIONS OF INTEREST	
	There were no declarations of interest in items covered at this meeting.	
3	MINUTES AND MATTERS ARISING	
3.1	MINUTES	
	The Minutes of the meeting held on 23 November 2023, having been circulated, were confirmed as an accurate record. The minutes were signed by the Chair.	Headteacher
3.2	MATTERS ARISING	
3.2.1	Declarations of interests for publication (Minute 3.2.1) Most had been completed and Governors had been reminded.	Some Governors
3.2.2	GB collaborations (Minute 3.2.2) Iver Village Junior School GB had agreed to collaborate. The Clerk continued	

to contact St Mary’s Farnham Royal CE School but there had as yet been no response.	ACTION
3.2.3 Committee terms of reference (Minute 3.2.3) Reference to the E-Safety Policies, including Acceptable Use, would be removed from the Communications Committee. The Committee Chair would confirm to the Clerk.	Clerk
3.2.4 Request to LA for parking restrictions (Minute 3.2.5) The Bucks local Councillor, Carl Jackson, would visit the next day to see the situation on Parsonage Road and would visit the Infant School later. Governors were concerned at the report that a car mounted a kerb to go round a parked car and narrowly missed a member of staff. Residents were blocked in by inconsiderate parking. There was also concern that emergency vehicles would be unable to reach the school during drop off and pick up. Leafleting might be possible on this. Governors hoped that the Councillor would be able to escalate and resolve the risky situation.	Comms Chair / Clerk
3.2.5 Corrected version of Writing and Maths KS1 outcomes to be posted (Minute 4.2. Q2) These had been updated but not posted on Governor Hub.	
3.2.6 Members of Communications Committee to complete GDPR training module (Minute 7.2) One member had not yet completed the module. The Chair would send a reminder.	
3.2.7 Members of Infrastructure Committee to complete H&S training module (Minute 7.2) One member had not yet completed the module. The Chair would send a reminder.	
3.2.8 Volunteers were sought for monitoring visits (Minute 7.8) The visits were fully staffed by Governors and the first visit had been done.	
4 FINANCE COMMITTEE DELEGATIONS AND ARRANGEMENTS FOR SPRING TERM	
4.1 Provisional budget 2024-25 Governors delegated approval of the provisional budget for 2024-25 to the Finance Committee. Submission was due on 6 March. The indicative budget share for both sites had been received. The amount was an increase but the Committee would look into the detail as a grant had been incorporated and some expenditure had yet to be confirmed.	Finance Committee
4.2 Schools Financial Value Standard (SFVS) The SFVS was due for submission to the LA by 28 February. Governors delegated detailed consideration to the Finance Committee before circulation to all Governors for approval to submit to the LA.	Finance Committee

5 SCHOOL VISION AND STRATEGY 2024-27

It was usual for Governors to agree an outline plan for a three year period and a detailed plan would be drawn up on a yearly basis. The basis for the plan was the Vision and Strategy. The current Strategy ran until July 2024 and Governors took the opportunity for review. The situation had changed since three years ago when the previous review took place and a new Headteacher had been welcomed.

The Headteacher's view was that the five areas in the Strategy remained the key areas for the school. The message to parents was that the school wanted children to do well academically and be good learners but also to be good citizens. The nurturing and caring aspect of the school was encompassed in the five areas as well as achievement.

5.1 Challenges

The challenges faced by the school were:

Recruitment and staffing

The DHTs spent a lot of time planning options for or arranging cover due to absence or vacancies. The school had advertised for maternity cover or to replace class teachers for most of the current year with few applicants. It was difficult to attract support staff as the pay was low, especially SSAs. A proposed flat rate increase might improve the situation.

The education environment

The lack of SEN provision, the pressure from the Ofsted framework and process and the pay for teachers led to a profession that was under stress and generally unsettled. All the services around education were also stretched and not functioning well. Examples were CAMHS, where the wait for assessment was three or five years and the cost of private assessment was increasing, Community Paediatricians were similarly under pressure and workloads in social care in Bucks were unsustainable and led to frequent staff changes. Staff in schools understandably found it hard to get children ready to learn. Pastoral care was crucial but oversubscribed. Attitudes had changed following Covid and lockdowns, leading, for example, to poor attendance.

Maintaining the current positive outcomes

The prior attainment of cohorts entering the school was not as high as it had been so maintaining 85% at ARE and 35% or 45% at GD was increasingly difficult. The Reception data was poorer although the provision had not changed. All cohorts were in a similar position and there were significant needs in most Year Groups. Special school places were hard to find, especially for SEMH, OT, Special Teaching Service and Educational Psychologist input was now minimal due to cuts to LA income. School Improvement Support had been reduced to a minimum. Despite the commitment of those involved, schools received less support. Schools had provided support for each other through Side by Side but all schools were now under financial and other pressures and had less capacity to assist.

Despite the current situation, children had still achieved well, become good citizens and been ready for secondary school. The school staff continued to do all they could.

5.2 Review of Vision and Strategy

Governors discussed changes of emphasis and direction as well as the ways to measure and evaluate success and progress. The Chair and Headteacher would put together the suggestions and circulate the document to Governors. The School Plan that emerged would drive the budget. The budget would benefit from a narrative showing this.

Happily achieving together – Nurturing success

Governors agreed to keep the strapline with no change.

5.3 Vision

The following changes were suggested:

Bullet one – cover academic and personal potential.

Bullet two – take out ‘skills based’ as the curriculum is both skills and knowledge based.

Bullet three – rather than ‘provide’ an open community, ‘want’ or ‘create’.

Bullet four – add in personal and protected characteristics.

Add a further bullet on sustainability.

5.4 Strategy

- Achievement for all

Expand description of approach to include proactive and inclusive.

Recognise professional development and empowering leadership, showing that the school is an attractive and rewarding place to work. This had links to wellbeing for staff and pupils.

Promoting and benefiting from sustainable practice.

- Learning behaviours

Cultural capital could be a part of this section.

- Wellbeing

Feeling safe, secure and free from any kind of prejudice / promoting kindness, trust as valued personal characteristics.

- Real world learning

Environment and sustainable practices would fit in this section. Allowance was needed to allow for rapid development in the ‘real world’.

Experiences and increasing the breadth of cultural knowledge could be added here.

- Partnership and collaboration

Expand to cover working with other agencies to ensure safety and safeguarding of members of both schools and the wider community.

5.5 Measures

There would be clearer distinction between strategy and measures. Some measures would apply to more than one strategic point so they would not be assigned separately. It was important to recognise that some measures would be subjective.

6 DATES AND TIMES OF FUTURE MEETINGS

The following dates and times of future meetings were confirmed:

- Thursday 14 March 2024 at 7
- Thursday 9 May 2024 at 7
- Thursday 4 July 2024 at 7

7 ANY OTHER BUSINESS

7.1.1 Term dates 2024-25

The Headteacher had consulted SLT about the distribution of inset days as it would be possible to assign them to finish the Summer term earlier. The option to split out the days across the year was preferred. The dates were confirmed as follows and would be published on the website:

- Tuesday 3 September 2024 (LA directed)
- Wednesday 4 September 2024
- Monday 4 November 2024
- Monday 6 January 2025
- Monday 2 June 2025

Headteacher

7.1.2 Governor terms of office

Governors reappointed Lisa Higgin as Co-opted Governor from 9 March 2024, subject to her agreement. Jessica Svensson, Co-opted Governor, had been unable to attend meetings recently. The Chair would contact her about her capacity to continue.

Chair

Governors could suggest potential Co-opted Governors with suitable skills who would be interviewed before being considered for appointment.

8 CONDUCT OF MEETING

Governors confirmed that the meeting was conducted in an open manner and that all governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these minutes

The meeting closed at 8 pm.

Signed Date
CHAIR