



Ormesby Village Schools Federation

Ormesby Village Junior School
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Ormesby Village Infant School
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Headteacher: Mr Bradley Young

Virtual Full Governing Body Meeting

Thursday 5th October 2023 at 4.00pm

Name	Initials	Role	Present / Apologies / Absent
Lizzi Angel	LA	Staff Gov	Present from 4.30pm
Dean Crosbie	DC	Parent Gov	Present from 5pm
Lauren Gardiner	LG	Vice Chair, Co-opted Gov	Present
Annette McMylor	AM	Co-opted Gov	Present
Anthony O'Connor	AOC	Co-opted Gov	Present
Clive Sillitoe	CS	Chair, LA (Local Authority) Gov	Present
Karen Wacey	KW	Co-opted Gov	Present

Bradley Young	BY	Head Teacher	Present
Rebecca Blakeway-Long	RBL	Clerk	Present

		Action	By whom
1. Opening formalities	<p><i>1.1 Apologies and attendance</i> CS welcomed all to the meeting and noted that LA and DC were due to join the meeting later.</p> <p><i>1.2 Acceptance of apologies</i> Accepted</p> <p><i>1.3 Pecuniary Interests relating to an Agenda item</i> None</p>		
2. Governor membership	<p><i>2.1 Appoint the Chair</i> The Clerk stated that CS had nominated himself for the position of Chair. CS informed Governors that future succession planning will have to be considered by the FGB. Governors agreed to appoint CS as Chair.</p> <p><i>2.2 Appoint the Vice Chair</i> LG nominated herself for the position of Vice Chair. Governors agreed to appoint LG as Vice Chair.</p> <p><i>2.3 1 x Parent Governor vacancy</i> A parent has already come forward to say that they are interested in joining the FGB. The HT will advertise the position.</p> <p><i>2.4 1 x Co-opted Governor vacancy</i></p>	AP1. Add Chair succession planning to next Agenda	RBL

	<p>Carry forward. To await the outcome of the Parent Governor vacancy.</p> <p><i>2.5 AM term of office</i> Governors agreed to re-appoint AM for another term of office.</p> <p><i>2.6 Governor roles and responsibilities</i> Attendance – AM GDPR and cyber security – CS Online safety (systems) - CS Online safety (safeguarding) – LG RSHE – AOC Safeguarding – LG Special Education Needs and Disabilities (SEND) – DC</p>		
3. Annual formalities	<p><i>3.1 Review Instrument of Government (IoG)</i> Governors agreed to accept the IoG.</p> <p><i>3.2 Review and agree Code of Conduct (CoC)</i> Governors agreed to accept the CoC.</p> <p><i>3.3 Update declarations of interest and confirmations</i> The Chair asked Governors to update their interests on Gov Hub.</p> <p><i>3.4 Read Keeping Children Safe in Education (KCSIE)</i> The Chair asked Governors to read KCSIE and to update Gov Hub.</p> <p><i>3.5 Complete safeguarding training</i> The Chair asked Governors to complete safeguarding training.</p> <p><i>3.6 Complete skill's audit</i> The Chair, Vice Chair and HT will have a discussion about succession planning, before asking Governors to complete the skill's audit.</p>	<p>AP2. Read KCSIE and update interests on Gov Hub</p> <p>AP3. Complete safeguarding training</p> <p>AP4. Discuss succession planning</p>	<p>All</p> <p>All</p> <p>HT/CS/LG</p>

	4.30pm – LA joined the meeting		
4. Minutes of meeting dated 13.7.23	<p>4.1 <i>Refer to Action Point List</i></p> <p><u>23.3.23</u> AP1 – c/f <u>13.7.23</u> AP1 - completed</p> <p>4.2 <i>Agree the Minutes</i> Governors agreed the Minutes.</p> <p>4.3 <i>Sign the Minutes</i> The Chair will sign the Minutes.</p>	AP5. Sign the July Minutes	CS
5. HT's Report	<p>The HT uploaded a written report to Governor Hub, which Governors read in advance of the meeting.</p> <p>Governor Challenge – what are your thoughts about the next Ofsted visit? HT response – I will happily argue for “good”. Our progress measures are fine, last year’s results have improved on the previous year, behaviours are a lot better and attitudes to learning and respect for Staff have improved. We have put in a lot of work and made a lot of changes.</p> <p>Governor Challenge – there are currently behavioural issues in the Infant’s. HT response – yes, we have a high level of challenging need, particularly in YR and Y1. In YR alone, there are 6 children with Education Health Care Plans (EHCP). Another child with an EHCP is due to join YR in January. We have made applications for funding for 4 of these children. There is meant to be bridging funding, but a month into the beginning of term, I have this week received emails from the LA asking whether the children are on the Roll. As we were told that we had to add the children to our Roll,</p>		

they should have known that. Meanwhile, the Staff are having to deal with the needs of these children, whilst also teaching the rest of the class. AM and I are constantly having to support the class, particularly in the light of Staff illness. We have had to allocate a room adjacent to YR for the use of 2 children and 2 adults, as these children cannot yet be integrated into the main classroom. I have had to erect a tent in my Office for 1 of the children to use. Other parents have expressed concern about their children being hurt by the children with need and Staff are having to cope with issues, such as constant high-pitched screaming. The Staff are shattered. 1 child has been given a place in a specialist resource, but this place is not available until September 2024. A couple of children in Y1 can be aggressive – punching people, throwing objects and trashing their surroundings.

Governor Challenge – I am sorry that this is obviously having an affect on the Staff.

What impact is it having on the learning of the other class members?

HT response – we have 2 smaller Y1 classes. The dynamics of the classrooms are affected and the children’s learning is compromised. Some of the children find it difficult to cope with the noise and they have to put their hands over their ears.

Governor Challenge – what options are available to you? There is an inherent duty for us to look after the wellbeing of the children and the Staff. At what point will the Staff no longer be able to cope?

HT response – we do have our Behaviour Policy, which guides the steps that we can take. I want to put in everything that I can to support these children, but it is difficult when a child arrives without the appropriate paperwork and funding. We do not want to arrive at the point where we have to exclude a child.

The Clerk reminded Governors that although they need to know the issues affecting the Schools, they should not know the details of any particular case, as they would then be disqualified from attending a panel hearing.

5pm – DC arrived

Governor Challenge – does the School receive any Looked After Children (LAC) funding?

	<p>AM response – we are currently liaising with the relevant authorities and this will be raised in a meeting next week.</p> <p>The websites have been checked. Draft targets have been drawn up and VNET is due to carry out improvement work with the School. The HT has joined the Broader Horizons group, which provides, amongst other things, the ability to access SEND support from other schools. Sensory circuits are working well and Ormiston University has been launched. Both Schools hope to achieve a quality mark in history and Subject Leaders are working more collaboratively across both Schools.</p> <p>Governor Challenge – can you tell us more about the sensory circuits?</p> <p>LA response – children with neuro divergent needs require regulating before they start the School day. In order to effect this regulation, the children need to engage in activities, participate in co-ordination/concentration tasks and then have a calm down experience. It is recommended that this takes place over half an hour. Although there is only 15-20 minutes available for the regulation, the Teaching Assistants (TA) have been very successful at boosting and then calming the children.</p> <p>AM response – the children really enjoy it and the circuits have had a positive impact on several children, ensuring that they arrive at School on time in the mornings.</p> <p>HT response – we are currently unable to start sensory circuits in the Infant’s due to a lack of staffing.</p>		
6. Safeguarding and attendance	<p><i>6.1 Safeguarding</i></p> <p>CPOMS launched in September and, although considerable numbers of documents had to be scanned into the system, it has already saved a lot of time. Many education settings use CPOMS, so it is possible to quickly transfer files to other schools. It is a real asset to both Schools, providing a holistic view of every detail of each child.</p> <p>LG is due to visit the School to complete a quality assurance check with the HT.</p> <p><i>6.2 Attendance</i></p> <p>Governor Challenge – the unauthorised attendance at the Infant’s is higher than the Junior’s. Is this due to holidays or are SEND issues causing absences?</p>		

	<p>HT response – 8 pupils at the Junior’s are classed as persistently absent (PA), whereas 18 children at the Infant’s are PA. Although there are a couple of children who sometimes do not turn up for School, the majority of the absence is due to term time holidays.</p> <p>Governor Challenge – do parental attitudes seem to have changed since Covid?</p> <p>HT response – yes. This has been discussed at Broader Horizons and it has been acknowledged that the children are more needy and that parental attitudes have changed. It would appear that parents no longer think that schooling is so important. Parents are more worried and children are less willing to be away from their families. There has been an increase in the amount of mental health issues and a massive drop in child independence.</p> <p>LA response – there is a very concerning amount of co-dependency between parents and their children.</p> <p>AM response – the children also have limited resilience. They cannot cope with knocks, they do not know how to interact with other children and it is hard to get them to stand on their own feet.</p> <p>DC response – there is a greater assumption that children can catch up with missed learning and that home schooling during lock-downs went well. In reality, home schooling did not go well. However, at College level, we are now starting to see more settled students coming through.</p>		
7. Administration and management	<p><i>7.1 Premises</i></p> <p>A lot of work was carried out over the summer holidays. The immersive learning classroom has now been built and the audio-visual elements are due to be installed on 16 October. The Commissioning Team will then carry out Staff training, at which point the children can start to access the facility. The Mayor is due to visit the School on 2 November in order to officially unveil the classroom. The EDP and Radio Norfolk have both been contacted about the event.</p> <p>During half-term, work will be carried out on the Hall floor and a new concertina wall will be installed to section off the Servery. New lighting will be installed at the Infant’s. The lighting in the Junior’s will be updated at a later stage.</p>		

	<p>New phones have been installed in the Infant's and work is underway in the Junior's.</p> <p>Governor Challenge – is it worth contacting the television about the Mayor's unveiling? HT response – certainly, we should get everyone in.</p> <p>Governor Challenge – when will the immersive classroom be ready for the children? HT response – the intention was that the classroom would be in use prior to the Mayor's visit. However, the installation of the audio-visual element has been delayed, so this may not be possible.</p> <p>Governor Challenge – were all the issues around the funding of the classroom resolved? HT response - yes, the semantics of the funding wording were resolved. The classroom tech has cost over £30k.</p> <p><i>7.2 H&S</i> The HT noted that incident reports are sent to the LA. On occasion, the LA revert with queries that are excessive for the incident reported.</p> <p><i>7.3 GDPR and Cyber security</i> The GDPR company has informed the HT that some schools buy cyber security insurance. The HT will investigate the costs.</p> <p><i>7.4 Themed audits – Payroll</i> The HT informed Governors that both he and the Finance Officer are very confident that the contents of the themed audit do not apply to the Federation. The Schools received A1 in the red, amber, green rating. The only item that was highlighted in red was the need for a full financial health check. This has already been booked, at a cost of £1100.</p> <p>Governors agreed that they were happy that the Federation is compliant.</p>		
8. Finance	8.1 Budget		

	<p>There has been no significant change to the Budget since the last meeting. Budget Rev 2 is due to take place on 13 November. The Junior School is in deficit and, although the Infant's is in a better position, a £28k deficit is predicted in year 3.</p> <p><i>8.2 Pupil and sport's premium</i> The reports have been updated for this academic year.</p> <p><i>8.3 Any other financial matter</i> None</p>		
9. Governors	<p><i>9.1 Training and CPD</i> See items 3.5 and 11. CS has completed cyber security and safeguarding training.</p> <p><i>9.2 Monitoring</i> <i>9.2.1 Single Central Record (SCR) check</i> Staff check the SCR every 3 weeks.</p> <p><i>9.2.2 Agree date for Challenge Day</i> This will take place w/c 20 November.</p>		
10. Policies	<p>Governors agreed to ratify the following Policies:</p> <ul style="list-style-type: none"> • Admissions • Assessment • Attendance • Behaviour • Calculations • Capability of Staff • Children with health needs • Complaints 		

	<ul style="list-style-type: none"> • Exclusions • LAC • EYFS • Finance • First Aid • Homework • Phonics • Safeguarding • SEND • Staff discipline, conduct and grievance • Allegations of abuse against Staff • Teacher appraisal 		
11. Bite-size PEX training	The Clerk provided a 10 minute bite-size PEX training session.		
12. AOB and Agree next FGB dates and format	<p>No AOB.</p> <p>Next FGB meetings, all at 4pm:</p> <p>7 December 2023</p> <p>8 February 2024</p> <p>21 March 2024</p> <p>16 May 2024</p> <p>4 July 2024</p> <p>The Chair thanked all for attending and the meeting closed at 6.04pm.</p>		

Signed by The Chair	On
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