



## ACTION LIST

Item No.	Task	Who	Status	Target Date	Notes	Date of FGB
1	School Inventory	RPC	Ongoing	2024	RPC is aware of the need for an up-to-date inventory.	
2	Policies	SS	Ongoing	2024	SS will slowly enter policies onto the system.	

## Minutes from FGB Meeting

21/11/24, 17:30 , Teams

Challenge: \* = Question

\*\* = Action

\*\*\* = Change in procedure/policy

Item	Minute		
1. Prayers			
2. Apologies	Present: <b>Chair:</b> Shirley Danby (SD) Sam Saville (SS) Ron Munroe (RM) Nicola Eagleton (NE) Dan Hockaday (DH) Sam Crawford (SC) Nick Plummer (NP) David Tarr (DT) <b>In attendance</b> <b>Clerk:</b> Cath McMurtry (CM)	Apologies:  Jon Hughes (JH) Brian Ridley (BR) Meggen Cantillon (MC) Michele Collier Bromelow (MCB)	
3. Pecuniary interest declaration	None declared.		
4. Minutes of previous meeting	Minutes for meeting on 11 <sup>th</sup> July 2024 were approved by the FGB.		
5. Actions and Matter arising from previous minutes	<ol style="list-style-type: none"> <li>1. RPC is aware of the need for an up-to-date school inventory. It will go onto the next RPC agenda.</li> <li>2. SS will slowly enter policies onto the system.</li> </ol> SD welcomed our two new members, Elaine and Brian, to FGB.		

<b>6. Committee Updates</b>	<ul style="list-style-type: none"> <li>a. <b>LED</b> provided minutes from their previous meeting. RM drew attention to the amount of time required by SS and her SLT to deal with certain families, where responsibility falls to the school and causes considerable effort and stress, other work to be put aside and which shows the sad lack of support from other agencies. (See item 8)</li> <li>b. <b>RPC</b> provided minutes from their previous meeting. SC indicated that approval had been given to SS to recruit another TA, if possible, for in class support, during a time of staffing issues. He also highlighted that increased testing for ADHD is creating a higher level of SEND pupils which is putting Council spending to levels they cannot afford. They plan to take 1% off school budgets to cover this; AK can probably afford this, but many staffing issues are a result of the increased number of children with additional needs. Rather than having increased SEND admin time (LK), it is better and more affordable to have another TA to be in class as active support.</li> <li>c. <b>SSC</b> minutes went out today from the meeting this week. Again, attention is drawn to the challenges staff face from parental needs, which is impacting staff wellbeing.</li> </ul>
<b>7. Safeguarding/Child Protection (MCB/SS)</b>	<p>SS has submitted the Safeguarding audit to WC. Currently the Safeguarding PA is off sick. SS is having to take on excessive admin for Safeguarding, so SSC are looking at ways to adjust and support in this area. RM highlighted the day-to-day safeguarding matters requiring input from any head, versus the additional burden placed specifically the Head to be responsible for any major incident occurring, at any time, in school. A new part of KCSIE related to lettings policy has highlighted that SS is <i>responsible to investigate</i> should any safeguarding issue happen on school premises despite it happening after school hours. It may be that the income from lettings does not mitigate the cost of insurance and staff wellbeing. The school may need to review its letting policy, particularly whether letting during school holidays is worthwhile. <b>SC and SS will meet to discuss asap. It is important we get a letter to all clubs indicating that all their DBS checks etc are valid, and then a Letter of Assurance from them. SC and SS to handle.</b> The balance must be got right between being a community school, and the onus on the head.</p>
<b>8. Wellbeing (SS)</b>	<p>SS continues to handle staffing issues, leadership cover, many safeguarding issues (one involving a court order) on top of her normal workload which affects wellbeing. She has worked several Fridays, instead of being able to work from home. DH reiterated the workload on SS and other staff. Cleaning has been an issue, but was reassured that RPC has approved a trial appointment to Prestige cleaning company. SD reiterated wellbeing support to ALL staff. Governors want to help staff deal with parents who demand excessive meetings. <b>Active discussion for strategies is needed, or an additional/ refreshed policy beyond the parent Code of Conduct. SSC will meet to discuss this.</b></p>

<b>9. Pupil Premium Update (JH)</b>	JH is going in to school in the coming days and will submit a report. SD thanked SS and DH for their work on this.
<b>10. Head Teacher Update (SS)</b>	<ul style="list-style-type: none"> <li>SS submitted an updated SIP and Head's Report. SS explained that 'learning partners' was updated terminology for reciprocal learning in paired partnerships, allowing some children to take on leadership roles which works well as a strong learning strategy. ELSA stands for Emotional Literacy Support Assistant; we have three trained people who give wonderful support to emotionally vulnerable children. The Shine curriculum is a bespoke curriculum matching our school vision, including Forest school and our wellbeing strategy. EY has its Start to Shine curriculum.</li> <li>SD reminded Governors that all need to be able to articulate the Christian basis of our whole school vision and strategy, and how that influences all the decisions made at Governor level. Our vision is 'shine bright, reach for the stars', and the underlining ethos is that all children, including and specifically those disadvantaged or vulnerable, should be helped to achieve 'life in all its fullness'. Every decision made by school and any money spent always has this at the root, and it is something that we do automatically.</li> <li>Children are going from AK school choir to sing at the Bristol Diocese conference.</li> </ul>
<b>11. Governor Business</b>	<ul style="list-style-type: none"> <li>JH will be finishing his term of office in 2025. The three parent Governors are due to change in 2026, and some 'new blood' might be needed for one or two slots then.</li> <li>Nothing current re policies for Governors to sign/approve.</li> </ul>
<b>12. Governor Feedback and Good News</b>	<p>Quidditch started at school this term and was hugely popular. All children start at the same level, which gives every child a chance to shine. It will be part of the school sports curriculum.</p> <p>AK took part in the Mighty Rugby Festival and acquitted themselves very well.</p> <p>Year 6 parents came in to look at the children's books which was very well received as it helps parents understand more at Parents' Evenings.</p> <p>The donations for Harvest were incredible this year. Monday worship is very rewarding, as is Worship Council. The children are so involved and enthusiastic.</p> <p>A huge thank you to all the staff for the Fireworks night, which raised over £14,000 which will contribute to the KS2 play area.</p>
<b>13. A.O.B.</b>	The date of the next FGB needs to be changed as SS is travelling. <b>1<sup>st</sup> April 2025 has been chosen, instead of 3<sup>rd</sup> April.</b>
<b>14. Date of Next Meeting</b>	<b>Tuesday 1<sup>st</sup> April, 2025. 17:30.</b>