



GREENFIELDS PRIMARY SCHOOL
Ellesborough Close, South Oxhey, Watford WD19 6QH

Minutes of the Full Governing Body meeting of Greenfields Primary School
Wednesday 1st December at 5.00pm

Attendance:

HEADTEACHER

Kate Day

CO-OPTED GOVERNORS (4):

Mark Skinner
Debbie Hartley
~~Zoe Baines~~
Ric Salzedo

LOCAL AUTHORITY GOVERNOR (1):

David Ray, *Chair*

ASSOCIATE MEMBERS (3):

Jose Tamayo
~~Marsha Myers~~
Vacancy

PARENT GOVERNORS (3):

~~Katie Tarrant~~
Emma Mulholland
Amanda Dumont

OBSERVERS:

Joanne Evans, Deputy Headteacher

STAFF GOVERNOR (1):

Kim May

CLERK:

Karen Walton

1 Welcome – To consider and approve absences

Apologies for absence were received and accepted for Katie, Zoe, Marsha.

2 Declaration by governors of interests, pecuniary or otherwise, in respect of items on the agenda

There were no declarations.

3 To approve the minutes of the meeting held on 29th September 2021 (document circulated)

No further comments were made. The Chair signed the minutes as an accurate and valid record of the meeting held on 29th September 2021.

4 Matters Arising from the minutes of the meeting held on 29th September 2021

Health & Safety Walkabout – to be discussed under point 8.

5 Head Teacher's Written Report (Questions)

Numbers on roll – The October census gave 196 on roll, this is an increase of 2 from last year. The numbers should increase to 200 during the school year, there were just not 200 pupils on the roll at census time

Q: SIMS is coming to an end, a new system is being introduced – is there a cost impact?

A: Yes, there will be a cost impact. It is likely to be around £1,000 one-off payment to manage the cross over. Herts will stop supporting SIMS shortly and therefore we need to move. It's likely to be Arbor, but this is to be decided.

Q: Does CPOM's link with SIMS, and if so, will there be an issue when we transfer?

A: CPOMS & SIMS only link at the pupil level. There will not be an issue when we transfer. The potential new system is Arbor. Arbor does have a CPOMS element but no other school we know of has stopped using CPOMS. Both systems run parallel. Arbor also has the facility to send text messages which will save money on a separate texting system. There will be savings in other areas to allow us to keep both CPOMS and Arbor. All systems will be able to talk to each other.

Q: What is the “continuous provision” in Year 1?

A: Year 1 are currently taught in an early years’ style, rather than with specific topic lessons. Challenges are set over the week for them to achieve. We decided to do this because of the disrupted learning during covid.

Q: School Grid – This assumes that all parents have access to the app?

A: Yes, a couple of parents do struggle and the TA’s are supporting them. It’s making the lunchtime ordering much quicker. Some classes are opening the app as part of the soft start activity each morning and pupils choose their own lunches. Currently, the only issue is if parents have ordered a meal and the pupil is then not in –the office cross-check the selections with the class registers. Parents are being encouraged to cancel the meals as they are still charged, and meals are wasted. Debt letters are now coming from an independent company to help with the process and ensure regular payments.

Q: Phonics – Year 2 are doing well, how are the current Year 1 looking?

A; There are 3 groups, some of them will start phase 5 in January. Now that Year 2 are on track, the TA will have more time to focus on Year 1 in January.

Q: Alison Wilkins, Key Stage 2 interventions– How is the space sharing going?

A: It’s not ideal and sometimes it’s a struggle due to the noise level. Often, it’s just before lunch time when the children are becoming restless. Afternoons are better. Space is fine whilst the class numbers are small but it’s not a long-term solution, especially for next year’s large class numbers in Y5.

Q: Is the Nurture building available?

A: They could use the office side of the Nurture building for an hour before lunch.

Q: If the paving is put all the way around so there is access to both areas from outside would that be helpful?

A: The classroom area within the building is not very large so it would depend on numbers.

ACTION: Paving to be extended around nurture to the double doors (CHAIR)

Q: Year 4 ‘are not socially minded’ – what does this mean?

A: Year 4 struggle on a social level to play with each other, some will choose to play in other areas separate from the rest.

Q: Safeguarding Update – How did the referral come from the GP and how does this work?

A: The issue was outside of school time, so the parents took the child the Doctor who contacted the MASH team. The MASH team then contacted us.

Q: Finance – Conscious of the tight budget, how is it going?

A: We are being careful, and we are able to share resources around the staff rather than keep items for specific areas only. Some items that are requested are being added to next year’s budget.

The governors thanked the Head for managing the budget so well. Finances have been adjusted due to staff leaving and not being replaced and the savings have been allocated wisely.

Q: Will we get any more SEND money?

A; Yes, especially if the current complaint is processed. We have factored finances on the negative side so there should be some flexibility as money which was not confirmed when the budget was set finally arrives. Moving forward the Head will look to working in a hybrid way with Janet.

6 Update on Finance

Covered in the Head’s report.

7 Update on Premises (Head / Chair)

Covered in the Head’s report.

The biggest change has been that the tree surgery that has taken place.

Lettings have been reasonably productive over the past term. Family parties are particularly popular. The Dance Group are also using the premises a lot in preparation for a show.

8 Safeguarding / Health & Safety (Chair)

The Covid situation is a continual concern. Pupils and staff are both significantly affected. The situation has been difficult to manage since the bubble groups were disbanded.

Q: Is there is a level where you would have to close the school?

A: No, we are not allowed to close the school. This year has been far more stressful and difficult to manage because we can't shut groups / bubbles. Covid is spreading easily. We have some parents who are refusing to send their children to school. Parents are encouraged to keep Lateral Flow Testing and get a PCR test before they come back from illness, but they are often reluctant to do so.

Q: Do you think that there might be a different strategy introduced in the New Year by the government?

A: Some authorities are moving back to a more robust way of dealing with it. Hertfordshire have moved back to the rule that a positive case in the household means that all children in the family move to online learning. The difficulty is that there are no classic symptoms, different ages are reacting differently. The Head is asking all parents to get children PCR tested before sending children back to school after illness. Group activities have been restricted and moved online or to smaller groups where possible.

Parental behaviour – Earlier in the term the Head sent a letter to all parents reminding them how to behave outside the school premises. The Head has also spoken to some of the parents directly. There have been no further complaints and it seems to have been a minor issue.

Health & Safety Walkabout – An external walkabout has taken place and the tree surgery has been made, following the recommendations of the tree survey. An internal walkabout needs to be arranged although the majority of concerns have been addressed as part of the recently completed building works. The walkabout will be arranged for January.

ACTION: Internal Health & Safety Walkabout to be arranged in January 2022 (CHAIR)

9 SEND Update

Presentation by Joanne Evans. (Presentation given after point 4.)

Covid has impacted the children, so there is more pressure on the department than usual.

All SEND data for Greenfields is above the national average.

Q: Would EAL Children fall into the SEND category?

A: No, they are separate group. Their behaviour may present as a SEND need, but it's part of the adjustment into a new environment.

Q: Do any of our SEND children fit into the EAL category?

A: Not at the moment.

Q: Can children fall out of being SEND?

A: Yes, some children just need a small amount of pre-teaching. Some children's EHC requirements change over time – e.g. it can move from a behaviour to an educational need

From the pupil survey, 92% of pupils feel that their teacher helps them understand what is next – this is a big achievement. The Chair complimented the school on this achievement.

The parent surveys were generally very positive as well. A couple of parents with specific concerns have met with the Head and Chair and the issues have been resolved.

Q: Have there been any surprises uncovered by the surveys?

A: Hearing what works for the children in school has been really helpful. The staff work hard to do their best and it's good to hear that the pupils recognise it. For the staff, appreciating the amount of paperwork to collate for referrals is good to note. There was a good return rate for all the surveys.

