



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

Minutes of the Full Governing Body meeting of Greenfields Primary School
Wednesday 25th May 2022 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~~
Sneha Patel

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 Zoe, Ric and Marsha.

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

There were no declarations.

3 Membership of the Governing Body

Chair's Term expires 6th July 2022

ACTION Governors to email the Clerk with nominations for the Chair and the Vice Chair.

Q: What happens if no one is nominated?

A: The Governors can act as Chair in rotation, or we can pay a nominated Herts person to be Chair. The meeting agenda would be developed by the Clerk and the HT.

Kim May was proposed as Associate Governor for the next academic year. This was approved by all Governors present.

ACTION: Chair to discuss future membership with Marsha

4 PE Presentation – Kim May

Kim presented PE at Greenfields. This included progress, especially due to Covid.

Q: Are we making best use of the school grounds, are there other facilities we can reasonably afford?

A: An outdoor multigym will be purchased soon. There will be 15 stations so half a class can use the equipment as part of a specific lesson. It is aimed to install this during October half term.

A Mooga style surface would be useful as we can't use the fields for 4 months of the year (due to weather). They are very expensive, and the only way they are financially viable is to let them out which brings its own issues.

The playgrounds will need resurfacing soon.

Some schools hire outside support to organise lunchtime activities, but we do not have the space and parents are not always able to pay for additional activities.

The Governors are impressed with the range of local sports contacts and the diverse activities available.

The PE curriculum shows children how to have a health lifestyle, not just specific sporting activities. The aim is to show the children a lifestyle, not just an activity.

The government funding is for the development of PE and is spent wisely.

5 To approve the minutes of the meeting held on 23rd March 2022 (document circulated)

No further comments were made. The Chair signed the minutes as an accurate and valid record of the meeting held on 23rd March 2022.

6 Matters Arising from the minutes of the meeting held on 23rd March 2022

Level 1 safeguarding refresher 20/10/22, 3.30-5pm – all Governors to put the date in their diaries.

7 Head Teacher's Report – Questions, Ofsted Report Recommendations & Updated SDP

Q: Where are we with Reception numbers for September?

A: We have 26-27, this is more than expected.

Q: Do we know how other schools in the area are doing?

A: St Josephs are at 30, Woodhall have 11. At the moment Greenfields Nursery is approximately 16 and is anticipated to grow.

Q: When can you apply for funding for potential SEN children?

A: You must show 2 six week cycles to have enough evidence. This is difficult for Nursery / Reception children who may need support straight away. A Nurture support programme is being planned. We don't want to turn children away; we just need a plan for them to attend.

Q: Are attendance issues due to covid / pandemic or are there other reasons?

A: Nursery – Attendance is not obligatory, Reception – one pupil had several long-term illnesses, Year 1 – chicken pox swept through the class and some family issues, Year 2 – being encouraged to attend, Year 3-6 – various situations.

Q: Some attendance issues are due to Mental Health issues – do we know why?

A: The issues existed before the pandemic and this has not helped. We are caring for the families and supporting them coming to school as best we can.

Some attendance issues are due to holidays being moved due to covid. The unauthorised attendance is high but understandable when whole families are on holiday.

Q: What did Ofsted say about attendance?

A: We talked through absences each day and sent staff to visit some families. The Ofsted team understood the difficulty. At the time of the inspection, we had an attendance of 94.1% (1.5% above the national average). Next term the Rainbow will be re-introduced.

Q: How is the introduction of the Arbor system going?

A: It's taken a bit of getting used to but is good for the register and pulling the daily statistics.

Q: On a daily basis what will it be used for?

A: Teachers will use it for register only. Payments and text messaging are in transition. There is a lot it can do to support the office and Leadership team.

Q: What is happening with PPG?

A: Early years PPG have the least amount of money but have the biggest impact if we can get the support early. The school has suggested to all families who qualify for PPG to attend school full time. The majority of families are participating, and attendance is good. If we can establish good attendance early on, it helps as pupils progress through the school.

Q: Is there anything happening in South Oxhey specifically for Ukrainian refugees?

A: Not that we are aware of.

8 Year End Status of budget for 21/22 (HT)

There is a much better carry forward than anticipated. This will help as there is no top up and catch-up funding this time.

There will be an increase of afternoon TA support to help with intervention. TA's are being trained to support this.

The hall and dining room floors will be refurbished, the back gate has been replaced and part of the garden will be improved. The Wi-Fi is being replaced and we've been able to purchase a couple of teacher laptops.

We are currently managing.

Q: Will utility price increases affect us?

A: Gas and electricity bills are set to increase substantially, and we've had to budget for this.

Q: Is there any support available for schools?

A: There will need to be, but currently nothing is formalised.

The new windows will help to make the school more efficient. Having the windows open last winter did not help. Being able to close them this year will be an improvement.

The budget was formally approved by all Governors present.

Q: What was your recent experience of recruiting?

A: We published a broad job spec and received 6 applicants from ECT to experienced teachers. Three applicants were short-listed. It was lovely to have a choice of candidates and a position has been filled. A further 2 interviews are booked for Friday for another position.

9 Update on Premises (HT / Chair)

The courtyard will be tarmac surfaced 25th July as soon as school breaks for the summer.

Unfortunately, the biodome was destroyed during the second storm. An insurance claim will be made.

ACTION – HT/Office to follow up insurance claim.

The dining room and assembly hall floor renovation will take place in 19-24 August.

10 Safeguarding / Health & Safety (Chair)

Q: Are we still seeing cases of Covid?

A: One child was absent a few weeks ago.

Q: Are the school providing free tests to staff?

A: Yes, although any stockpiles of tests and PPE have been recalled.

Due to the impact of not mixing during Covid, scarlet fever, impetigo, slap cheek, and a vomiting bug are also going around.

11 Policies for review and adoption

None.

12 Governors

The Head thanked the Governors who came to today's Governors' Day.

One Governor attended Year 6 interview day and had an enjoyable day. The class were a pleasure to work with, the pupils are amazing.

The Chair visited Reception to talk about plants and seeds and Year 3 about magnets.

12 Any other business

Meeting dates for the next school year were planned:

Wednesday 5pm is the preferred time.

(September 30th – Governors' Day) 2022

October 5th 2022

(October 20th – Level 1 Refresher Safeguarding training) 2022

December 7th 2022

February 8th 2023

March 22nd 2023

May 17th 2023

July 12th 2023

Agreed as an accurate record of the on-line meeting held on 25th May 2022.

Signed:

Name	Role	Information
Ric Salzedo	Co-opted Governor	
Debbie Hartley	Co-opted Governor	
Mark Skinner	Co-opted Governor	
Zoe Baines	Co-opted Governor	
David Ray	LEA Governor	Chair of Governors
Katie Tarrant	Parent Governor	
Emma Mulholland	Parent Governor	
Amanda Dumont	Parent Governor	
Kate Day	Staff Governor (Ex-officio)	Headteacher
Kim May	Staff Governor	
Marsha Myers	Associate Member	
Jose Tamayo	Associate Member	Data Protection Officer
Sneha Patel	Associate Member	
Karen Walton	Clerk to the Governing Board	
Joanne Evans	Observer	Deputy Headteacher

Remaining GB Meeting Dates for the School Year

2022: July: 13th