

**MINUTES OF A MEETING OF
THE VILLAGE INFANTS SCHOOL QUALITY OF EDUCATION COMMITTEE
HELD ON 21 MARCH 2024
IN SCHOOL AND BY VIDEO CONFERENCE
(5:15 pm – 6:20 pm)**

Present: Councillor Harriet Spoor (Chair)
Jo Archer
Joy Barter **R**
Lee Buckingham
Andy Carr **R**
Yolanda Cattle, (Headteacher)
Kelly Nicholls
Arif Rahman
Debbie Rosaman
Louise Sparks **R**
Glen Spoor
Bernadette Thompson **R**

Also present: Jackie Day, BDSIP Governor Services

R = attended remotely

MINUTES – PART 1

1 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Naureen Akhtar, Nichola Bridge and Su Joy.

2 DECLARATION OF INTERESTS

Governors had no personal or business interests to declare.

3 ELECTION OF CHAIR

Harriet Spoor asked governors to consider Co-chairing. There were no expressions of interest at this time.

4 MINUTES

The minutes of the meeting held on 14 December 2023 were confirmed as a true record.

5 POLICIES

Governors **approved** the following policies which had been reviewed. No amendments were required.

1. School's Bullying and Harassment

2. Best Value Statement
3. School Financial Value Statement

Governors were informed that the that the skills audit mentioned in the SFVS had not been completed. It was **agreed** to repeat the skills audit to include new governors. JA to send details to HS.

6 SCHOOL IMPROVEMENT PLAN

YC gave an update on the priorities in the School Improvement Plan for 2023/24:

6.1 Priority 1: Teaching and Learning

- a) Verbal feedback and on the spot marking have successfully replaced written feedback, but the use of marking and editing needs to be more consistent across the school.
- b) Mixed ability grouping had been trialled in different lessons and was working well. The school will move away from ability groups.
- c) Governors were shown examples of floor books which follow the class through the year groups to support prior learning. The books contain snapshots of the curriculum and include creative work. Governors **asked** if children could access these freely and they were informed that the books are visible in class.

6.2 Priority 2: SEND

The Orchard rooms were now in use, set up by DR. These were a great asset to the school, relieving some pressure in mainstream classes. Provision is tailored to children's more complex needs in a more appropriate setting. Governors **asked** if this would reduce the amount of work taking place in corridors. They were informed that it would, but some flexibility was still needed.

6.3 Priority 3: EYFS

- a) EYFS data was looking more positive than 2023 results (GLD 58%). The new EYFS lead was strong and experienced. A new monitoring system was in place and more moderation was being arranged.
- b) Governors **enquired** what MyHappyMind was. They were informed that it was an NHS wellbeing scheme, but it was not being used as fully this year. Some elements had been kept as part of growth mindset sessions. These help children to build resilience and perseverance.

6.4 Priority 4: Governance

- a) The SIP had provided a template to help build specific governor roles and responsibilities. YC will circulate this to governors to use as a starting point. HS had a useful meeting with the SIP.
- b) New governors had been appointed.
- c) GS had visited and hoped to engage more with assemblies, classroom activities and trips. Children were happy to talk about their activities.
- d) HS had visited often. LB would be visiting the Safeguarding lead shortly and JA would meet the Attendance lead to discuss attendance procedures.
- e) Governors can contact YC any time to arrange a visit. Key governor visits

were important in preparation for Ofsted.

6.5 Priority 5: Reading

- a) The Little Wandle phonics programme was embedded throughout the school now. There would be an external review of phonics after Easter with Parsloes Primary School which is a Little Wandle Champion School.
- b) The school is raising the profile of reading for pleasure. £2k was received to buy books for the school library and new display work. Children were excited by World Book Day when each class chose a different author.
- c) Governors **asked** if parental workshops had been held. They were informed that there were termly workshops on Little Wandle and reading for pleasure. Governors **enquired** about the level of parental engagement. They were informed that it varies – attendance is better when the children are involved in activities. The growth mindset session was also popular.
- d) Governors noted that some families don't value reading and books at home, preferring electronic devices.

7 INCLUSION

Governors **asked** if the school had considered working towards the Inclusion Quality Mark. They were informed that the school had looked into this, but it was a lot of work. William Ford School had found it useful in providing external validation and identifying areas for development. Links are built with other schools to share ideas, it is not just for SEND. Governors **queried** how long the assessment took and they were informed that it took one year for William Ford to achieve the award, but other schools had completed the process more quickly. JB agreed that the process is useful for schools to look more analytically at their inclusion offer. YC **agreed** to investigate – the school may be doing a lot already and this would give recognition.

8 GOVERNOR INFORMATION

Governors noted that a training session on the role of the SEND Governor would be held on 25 March. The NSPCC also has a dedicated course for governors. HS **agreed** to provide details.

9 ANY OTHER BUSINESS

9.1 Mental Health

Governors **asked** how the Mental Health Champions was progressing. They were informed that a designated Mental Health Champion had been appointed and they were very enthusiastic.

9.2 Parent Governors

Governors were pleased to note that there had been 4 nominations for the Parent Governor vacancy and an election would take place after the Easter holidays.

10 DATE OF NEXT MEETING

The next meeting would be held on 11 July 2024 at 5:15 pm.

Actions/Follow up		
Min 5	Skills audit to be repeated. Jo Archer to send details to Harriet Spoor.	JA/HS
Min 6.4	Governors can contact the headteacher to arrange visits to school.	Governors
Min 7	Headteacher to investigate the Inclusion Quality Mark	YC
Min 8	Harriet Spoor to provide details of the NSPCC training for governors.	HS