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| Minutes of the Governing Body meeting held at Fairfield Monday 21st November 2022 |
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| • Present |
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Ms S. Lewis, Ms E. Scourfield, Mrs E. Brown, Mrs A. James, Mr M. Chorley, Mrs C. Pearman, Ms M. Kendall, Cllr M. Wilson, Ms J. Evans, Mrs L. Duffy

Mr N. Beighton – virtually

Ms E. Scourfield welcomed Ms J. Evans to the Governing body and short introductions took place.

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| • Apologies for absence |
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Mrs B. Hurlstone, Mr C. Johnson, Dr E. Warren

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| • Minutes of the Previous Meeting |
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A current record.

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| • Matters Arising |
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Nothing to report.

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| • Correspondence |
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Appendix A: Confidential item removed.

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| • Leadership Committee Report |
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The Leadership Committee met just before the Full Governing Body. Ms Lewis updated Governors on what was discussed.

Currently two members of staff are on long term sick and this is being covered by supply.

The new School Improvement targets have now been set.

The budget expenditure currently shows more than should be at this time of year but certain costs such as staffing, utilities etc. have already been set for 100%. There is currently an issue with the School Fund bank account, which we are looking into. We are unable to write large cheques even though there is money in the account to cover the cheques. The School Fund will reimburse a big expenditure on the budget, which is for the Stackpole visit, once this has been rectified.

We have received a grant for Ukraine refugees which will help towards staff costs.

We are expecting huge cuts next year and the Local Authority has advised not to go ahead with any capital building etc. unless it is absolutely essential. We are doing what we can in school such as less photocopying and switching off lights.

The non-teaching staff pay award has not impacted the budget too much as a lot of support staff are currently agency staff. The Teachers 5% pay award has now been agreed and this will have an impact as only 3% was factored into the budget.

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| • Other Committee Reports |
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No other Committee's have met yet. All Governors agreed to continue with Leadership Committee and Full Governing Body meetings every half term.

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| • Headteachers Report |
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Ms Lewis discussed the Headteachers report in more detail.

Children are now rehearsing for the Christmas concerts and parents will be allowed to attend this year. The PTA are also preparing for the Christmas fayre. Governors are welcome to attend both.

There has been a few new children starting this month. Year 1 is still quite low on numbers and there are only 4 new children due to start nursery in January. Therefore, there will still only be a morning nursery session due to numbers. A discussion regarding promoting the nursery took place. Ms J. Evans suggested leaflets to be given to private nurseries to help to promote. Lots of parents ask advice at the nurseries so it would be good to have information to give them. They would be happy to give out leaflets as many nurseries offer a wrap around service. The outdoor space and layout are a big selling point for Fairfield Nursery and leaflets would help to promote this. Ms S. Lewis will update the old leaflets that were designed when the nursery first opened and distribute to nurseries.

The school are focusing on exercise and are incorporating the World Cup for the Keys to Happier Living and there are lots of lovely displays around the school.

The Haven is working well at lunch time for children to go to if we feel it is too much for them being outside and sometimes they ask themselves if they can go. This is having a positive impact on their behaviour in class and social interaction. A big thank to staff who are monitoring the Haven at lunchtimes.

Pupil voice groups have started to meet and reports will be shared with Governors at the next meeting. Cllr M. Wilson will email Ms S. Lewis to arrange a day to come in and see the Eco-Committee.

Attendance is low 92.6% and there has been a lot of illness again, along with 5 pupils having 0% attendance for valid reasons. Mainly focusing on certain families, where attendance is an issue due to a wellbeing matter and inviting to come in and meet with Families First at the school. Lots of families are attending the meetings but some are reluctant to attend.

Children are enjoying the new topics within the new curriculum. Constantly reviewing in staff meetings to ensure we are utilising the portal. It has all been very positive, children are enjoying and the teachers are being very creative with the different activities.

Ms S. Lewis will give more detail on ALN at the next meeting and will invite Mrs Galluzzo, the ALNCO, to attend to give Governors an update.

Year 6 have had transition visits with St Cyres and Stanwell and secondary applications close Friday.

The PTA have recently held their AGM. There is currently £4700 in the account. This will be used to repair outdoor equipment and resources for new topics. Ms S. Lewis would like to thank the PTA on behalf of the school and the Governors for all their hard work.

The budget forum has been delayed until January when they will have more information. Ms S. Lewis will feedback to Governors.

There has been new flooring fitted in the canteen to cover asbestos which has been a cost to the budget. The Vale have now been out to assess the damage of soffits caused by the storm at the beginning of the year and we are awaiting confirmation that insurance will cover the cost of repairs. We have recently had a health and safety inspection and the feedback is that the trim trail needs repairing and we need to ensure that we formally write everything down to ensure a record is always kept.

Appendix A: Confidential item removed

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| <ul style="list-style-type: none">• Safeguarding |
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Nothing to report.

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| <ul style="list-style-type: none">• Governor Training |
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Ms J. Evans has completed all mandatory training and has booked onto the Safeguarding and Wellbeing training.

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| <ul style="list-style-type: none">• Teacher's Representative Report |
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Mrs A. James advised Governors that the choir's show, that should have taken place in November, has been cancelled. All the children have now been informed and this has been a big disappointment. However, the choir will be singing at the school Christmas Fayre and at Coffee#1 in December. Cogan Primary School and Stanwell were also practising to sing at the cancelled show. Hoping to arrange something for all three schools as the children have worked really hard learning all the songs.

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| <ul style="list-style-type: none">• Non-Teaching Staff Representative's Report |
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Nothing to report Mrs B. Hurlstone absent.

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| <ul style="list-style-type: none">• Health and Safety / Health and Safety Governor |
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Ms S. Lewis explained that a Health and Safety Governor is not a mandatory requirement. Health and Safety is already discussed during the Leadership Committee meetings and is happy for this to continue. All Governors agreed. Clerk advised that the Governor Support Unit do offer Health & Safety training during the year. There is not any dates set at the moment but they will contact us with confirmed dates as soon as possible.

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| <ul style="list-style-type: none">• GDPR, Data Breach and Cyber Security |
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Nothing to report.

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| <ul style="list-style-type: none">• Any other Business |
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Nothing to report.

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| <ul style="list-style-type: none">• Matters deemed to be confidential for the publication of the minutes |
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Appendix A: Correspondence & Headteachers Report

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| <ul style="list-style-type: none">• Date of next meeting |
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Date of next meeting Wednesday 8th February 2022 at 6.00pm.
Preceded by Leadership Committee at 5:30pm.

Signed _____ Chair of Governors

All Governors agreed a current record 22/11/2023 – minutes signed by the Chair and confidential item removed for publication of minutes.

Date: 22/11/2023