Minutes of the Governing Body meeting held at Fairfield Wednesday 22nd May 2024

- **Present**

Ms S. Lewis, Ms E. Scourfield, Cllr M. Wilson, Miss B. Hurlstone, Ms J. Griffiths, Ms S. Alahmed, Mrs E. Fairweather, Mr N. Beighton, Mrs C. Pearman, Ms M. Kendall, Mrs L. Duffy

- **Apologies for absence**

Miss J. Evans, Mrs E. Burnhill-Smith, Mr M. Chorley

- **Minutes of the Previous Meeting**

A current record.

- **Matters Arising**

Nothing to report.

- **Correspondence**

Appendix A: Confidential item removed.

- **Headteachers Report**

Ms S. Lewis discussed the Headteachers Report in more detail.
There are still decreasing numbers on roll and low admission numbers for September which will mean movement of staff in September. There will be no supply PPA teachers, which will make a saving on the budget. This has been discussed with teachers and supply PPA teachers have been notified. Some of the long term LSAs will also be leaving due to budget constraints. Structure of classes have been investigated to try and reduce the number of teachers, but this is a risk if more children are admitted throughout the year. There are no spare teachers to make any redundancies.
Ms S. Alahmed shared her concerns regarding the reduced number of LSAs. A discussion regarding support took place. Ms S. Lewis explained that LSAs will not be linked to one class and will be timetabled across the classes to work with children needing support and identified with ALN. It is not possible to have a LSA linked to each class due budget constraints.
Cllr M. Wilson questioned if mixed classes are allocated by birthdate or ability. Ms S. Lewis advised that initially it is by birthdate, then boy/girl ratio, and then needs.
There is an INSET day on Friday where we will be reviewing the new curriculum, particularly maths and going through the Lockdown procedure. This will be discussed with staff, and we will complete a trial drill. Once staff are happy, we will go through the procedure with children to prepare them before a whole school drill. Parents will also be informed regarding this before it takes place.
There have been some wellbeing concerns regarding social media and particularly WhatsApp with older children in year 5 and 6. We were informed by the Vale that children were being added to a WhatsApp group and receiving explicit images. A message was sent out to parents requesting them to monitor children's use of social media and we are also arranging an extra session with the school liaison officer. Mr N. Beighton questioned if children were allowed their phones in school. Ms S. Lewis informed Governors that children do bring phones into school, particularly if they will be walking home by themselves but they must hand to the teacher at the beginning of the day and bring in a letter of permission from home.

Anti-Racist questionnaires have been completed by pupils. All were clear on what racism is and had a good understanding. Questionnaires were also sent out to parents and received lots of positive comments and some reports of racism. Lots of parents said they would be happy to be part of a parent discussion group supporting the school's development as an anti-racist school. On the 3rd of June all schools involved in the anti-racist project will be presenting at Stanwell and all Governors are invited to come along.
There is still a high percentage of children continuing to uptake the WG funded school dinners. Ms S. Alahmed advised that a parent has shown concerns regarding portion sizes and feel that the sizes are too small. Ms S. Alahmed is also aware that other schools offer a Halal option and queried if this could be an option at Fairfield. Ms S. Lewis advised that portion sizes are controlled by Big Fresh Catering, but the portion sizes seem reasonable. Children are encouraged to eat, some do, some don't, and we do have a lot of food waste. Ms S. Lewis will speak with Big Fresh regarding a Halal option.
Ms S. Lewis updated Governors on Pupil Voice Groups. The School Council have learnt about children's rights and delivered a whole school assembly regarding this. They will share the UNCRC Children's Rights each week in assembly and this will also be on the weekly newsletter. Cllr M. Wilson will email information regarding plastic free for the Eco Team and would be happy to come and talk about it to the children.
Ms S. Lewis informed Governors that she had attended FPN training early that day. This involves giving a warning after 10 unauthorised absences within a term and for any attendance below 87%. A FPN will be issued initially and there is a 3-week monitoring period, if attendance improves then the FPN is cancelled, however if no improvement then a fine will be issued. Ms S. Lewis has not issued FPN's before as families may not have been able to afford it, however some children's attendance is particularly low, and this may help to improve it. If the absence is due to medical reasons, then medical evidence will be required. Communication will be sent out to parents regarding attendance and FPN procedures. Ms S. Lewis advised Governors that she would be grateful for their support regarding this and will send them further information regarding the process.
Year 6 children have been allocated spaces in secondary school. This year we have seen a big switch between Stanwell and St Cyres. 8 have accepted Stanwell and 33 have accepted St Cyres.
The PTA recently climbed Pen Y Fan again and raised over £800. Mrs C. Pearman informed Governors that all the children were incredible and really enjoyed the day.
Improvement Partner has recently visited the school which included a learning walk across the school. They recommended improvements to outdoor resources, emphasising less plastic. However, this is restricted due to budget and quite a lot of outdoor resources have been donated.
With the introduction of the Workforce Recycling Regulations in April, we decided to change to the Vale recycling collections, which seems to be working well and supports the Local Authority. The costs also include provision of food waste bags which is not included with other companies.
There has been lots of inspections in the Reception building due to many issues. Work has recently been completed on the boiler due to a leak which has had to be paid by the school. Some of the floor is rotting and we believe there is a problem under the floor, however the LA believe this is due to a burst pipe. Currently awaiting further investigation to see if the LA will fund repairs. The LA will be carrying out repair work on the roof over the summer holidays.
The Leadership Committee met just before the Governing Body meeting. The budget was discussed. Currently the deficit has been reduced to –126 thousand but is still –260 thousand

in the third year. This is not unusual at the moment and there are many schools in the same situation. The LA are aware that the deficit cannot be reduced any further.

- **Safeguarding**

Nothing to report.

- **Governor Training**

Ms S. Alahmed to book and complete Data training.
Mrs E. Fairweather to book and complete Induction and Data training.
All other Governors are up to date with mandatory training.

- **Teacher's Representative Report**

Mrs E. Burnhill-Smith absent. Nothing to report.

- **Non-Teaching Staff Representative's Report**

Nothing to report.

- **Lockdown Policy**

All Governors agreed with current Lockdown Policy. This will be discussed with staff and trialled at the next INSET day. If there are any amendments made to the current policy this will be sent out to all Governors.

- **Health and Safety**

Nothing to report.

- **GDPR, Data Breach and Cyber Security**

Nothing to report.

- **Any other Business**

Mrs C. Pearman offered to come into school to give French lessons to years 3 – 6. Ms S. Lewis will contact Mrs C. Pearman to arrange this.

- **Matters deemed to be confidential for the publication of the minutes**

Appendix A: Correspondence

- **Date of next meeting**

Date of next meeting: Wednesday 9th October 2024, face to face.

Signed _____ Chair of Governors

Date: 9/10/2024 - All Governors agreed a current record and minutes signed by Chair.