

Sellindge Primary School

Minutes Full Governing Body Meeting 19th March 2025

Preceded by Governor Monitoring Day

Present: Terry Alcock (Chair), Diane Clerk vice Chair), Jo Wren (Headteacher), Jenny Hollingsbee, Oliver Bruce, Daniel Bennett, Bob Edden, Charlotte Parker

Clerk: Bev Jordan-Luke

Guest: Matt Griffin (DHT)

			Action
1.	Apologies for absence:	MD (had been present for Governor Monitoring Day)	
2.	Declaration of Business Interests	None	
3.	Membership Issues	a. BE's 4 year term of office will end 23 rd March. Governors pleased to hear that he is happy to stand for a further 4 years.	Action – Clerk to update new term of office
4.	Minutes of last meeting to be approved	Minutes of the meeting held 29 th January 2025 were uploaded to the platform prior to the meeting and were approved by all. It was further agreed that these minutes could be uploaded to the website.	Upload minutes to the website.
5.	Matters arising from last meeting	a. Minutes of the meeting held 27 th November 2024 have been uploaded to the school website. b. Website Compliance – it was confirmed that the website is now compliant. c. NEU Sexual Harrassement Guidelines – agreed with NEU rep that this will be included when we review our Code of Conduct later in the year. d. Congratulations to those teachers completing NPQs have been offered on behalf of the governors. e. SEN Funding to be agenda item (see item 9)	Action – Governor Finance Training Action – Aircon Units update



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		f. Finance Training to be organised – Chair has found some training which may be useful- Clerk to investigate. g. Aircon Units Update – this is an ongoing issue which is still with KCC who have now contacted the manufacturers. h. Governor Monitoring Day form – this had been sent out.	
6.	Governor Monitoring Day	Reports from Governor Monitoring Day: English – written and verbal uploaded to platform. No issues raised. Maths – this will be a written report to consider at next FGB meeting. History – verbal report to governors. Notes attached to minutes. No issues raised. Science – verbal report to Governors. Visited Hedgehogs in Wildlife area and noted evidence of progression. They had also visited Otters and seen the children using iPads looking at habitats. Governors asked if there was any funding for storage and a cover for the seating area in the wildlife area. Chair will look at external funding sources. PSHE – verbal report to Governors. Governors noted Otters amazing emotional vocabulary and that Owls were very engaged with what tax pays for. Foxes were considering children's rights, some children were a little bit distracted by the iPads they were using but overall the class knew what they were doing. Governors particularly liked the PSHE class floor books though expressed concern that maintaining these added to teacher's workload. Headteacher reassured governors that this had been discussed with class teachers who like doing it this way. Collective Worship –Governors noted outstanding behaviour as the children came into assembly. Quality and diversity were promoted. No actual worship was observed. Governors queried the staff ratio in the hall.	Action: Maths Report Safeguarding Report. Action – Chair to look into alternative funding source for wildlife area.

Y. Alcock

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		It has been slightly unusual today as KS1 and KS2 were in the hall. Often staff using this time to carry out interventions, however some of the 1:1 TAs stay with their children and if there is a visitor there is always a minimum of 2 TAs in the hall. EdTech – Notes attached were shared with Governors verbally. Very good use of technology noted high level of confidence in children using them, Eagerness for more equipment was noted and Headteacher explained the role of the EdTech Group and how this managed the rollout of tech in school on planned basis. Governors asked if the IT suite would become redundant, the plan is to replace the old machines in there with laptops and the function of the room as an IT suite will continue. EAL - report read on behalf of MD who was unable to attend the meeting. Report attached to these minutes. Behaviour and Attitudes – written report attached. Question raised that the governors did not observe any challenging behaviour, should a situation arise how would this be dealt with? All TAs and teachers have had behaviour training and will follow the school's behaviour plan. There is also radio system in operation in certain circumstances. SEND – written report attached. Governors had watched a TA deliver an intervention 'Fresh Start'. Governors asked if this could be used in all year groups – it is designed for year 4 and up but can be adapted for the latter part of year 3 (term 6). Governors were very impressed with the TA and asked if there was scope for the TA to be supported to go through teacher training. This can be discussed with TAs as part of the appraisal process but often may not be what a TA wants or they may lack the confidence.	
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J. Alcock

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		Governors asked if it worked for EAL children – it does and DHT explained how their phonics knowledge has improved. Safeguarding – written report to follow.	
7.	Headteacher Report including SIP and SEF	The Headteacher Report had been uploaded to the platform prior to the meeting. No questions had been received in advance but the following was discussed: 1. Safeguarding – should numbers of children be included – (LAC etc) this is reported in Annual Safeguarding Report at the end of the year. 2. Science curriculum – a boiling subject. Are staff happy with new curriculum and is it having the desired impact? It is early days for impact as still going through a period of change. SLT had addressed issues found in monitoring in training and subsequent monitoring had shown issues have been addressed. 3. Staff absence – Governors accepted explanation of what ‘other paid’ absence was. 4. Governors liked the new format of the report. 5. Governors pleased to note that school attendance is above the national average.	
8	LA External Support and other LA Business	No LA External support to report. Other LA Business see item 9.	
9.	SEN Funding	There is a lot of information coming into school from several sources, however, there are still many things to be confirmed. HT and DHT will be attending a Localities Group meeting in April. There is still uncertainty regarding funding and processes.	
10.	Finance	a. Closedown –this will be carried out by 2nd April. b. Next Year’s Budget –still several unknowns, there is delays on some	



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		funding confirmations due to the change in government it would appear.	
11	SFVS	This has been prepared and approved and is ready for submission within the deadline of 31 st March.	
12	Staff Update including wellbeing	Governors had met with staff as part of Governor Monitoring Day. Verbal feedback was given to the board. As it was such a small group of staff and they would be easily identifiable it was agreed it would be recorded that feedback was given and satisfactory answers to queries raised were received. One action point regarding DT resources will be raised with DT subject leader.	Action – DT resources
13	GDPR	Nothing to report.	
14	Equality and Safeguarding	See item 6 – Governor Monitoring Day, Safeguarding report to follow.	
15	Hythe Hub and other collaborations	In HT Report	
16	Policies	The following policies were uploaded to the platform. A query regarding the Complaints Policy was satisfactorily resolved and all were approved. Complaints SEND Policy and Information Report Flexi Schooling	
17	Monitoring Reports	See Governor Monitoring Day (item 6) Pupil Premium (t2) has been uploaded to the platform.	
18	Sellindge Developments	Nothing to report	
19	Governor Monthly Newsletters	On Governor Hub	
20	Any other urgent business	None	
21	Confidentiality	Agreement re staff voice item 12.	
22	Date of next meeting	Wednesday 21 st May 2025	



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