



**MINUTES OF THE FULL GOVERNING BODY MEETING**  
**DARNHALL PRIMARY SCHOOL**  
**HELD ON THURSDAY 2<sup>nd</sup> MARCH 2023 AT 6.30pm**

Members of the Governing Body

Name	Category of Governor	Date of end of tenure	Designated Role	Attended
Mrs Sarah Tomlinson	Headteacher		Headteacher	✓
Mr Richard Strachan	Co-opted	19/05/2024	Chair SEP 23	✓
Mrs Angela Holden	Co-opted	20/05/2025		✓
Ms Jackie Stringer	Co-opted	20/05/2025	Co Vice Chair Jan 24	✓
Mrs Steph Crane-Moody	Co-opted	09/05/2023	Co Vice Chair May 23	✓
Mr Chris Bate	Co-opted	09/05/2023		✓
Mrs Hayley Rigby	Co-opted	19/10/2026		✓
Ms Chloe Lupton	Staff	21/10/2025		✓
Mr Richard Mault	Parent	19/10/2026		✓
Mrs Lyndsey Tasker	Parent	25/03/2025		✓
Mr Colin Meachin	LA	09/07/2024		✓
Mr Andrew Robinson	Co-opted	01/03/2027		✓
<b>Also in Attendance</b>				
Lauren Sutton	Teacher			✓
Becca Gibson	Teacher			✓
Abbey Edge	Teacher			✓
Stephen Ewell	Clerk to Governors			✓

**Part One Non-Confidential Minutes**

**1. APOLOGIES FOR ABSENCE**

No apologies had been received in advance of the meeting. All Governors were present.

**RESOLVED:**

- That the meeting was deemed quorate.

**2. MEMBERSHIP**

The Chair introduced Governors to Andrew Robinson who had put himself forward to fulfil the Co-opted Governor vacancy and is a parent at the school. Mr Robinson is a Year 6 teacher at Oaklands School which is a secondary special school for pupils with

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moderate and complex learning difficulties. Mr Robinson is the Lead Teacher for Sixth Form/ICT and Careers, and is also an ECT Mentor

Mr Robinson left the room whilst Governors considered the appointment, which was unanimously approved. Mr Robinson would be appointed as Co-opted Governor for a term of four years.

**RESOLVED:** Governors approved the appointment of Andrew Robinson as Co-opted Governor for a term of four years.

### 3. DECLARATION OF PECUNIARY INTEREST

There were no additional declarations of pecuniary interest for this meeting.

**RESOLVED:** That there were no additional declarations of pecuniary interest for this meeting.

### 4. MINUTES OF PREVIOUS MEETING

Governors considered the non-confidential minutes of the meeting held on 26<sup>th</sup> January 23, which had been circulated in advance of the meeting.

**RESOLVED:** That the non-confidential minutes of the previous meeting held on 26<sup>th</sup> January 23 were confirmed to be a true record.

The minutes would be signed electronically.

### 5. MATTERS ARISING

There were no actions carried forward from the previous meeting for Governors to review.

AGENDA ITEM NO.	ACTION	BY WHOM	UPDATE

### 6. CURRICULUM TEACHING AND LEARNING

Subject Leader Presentation – Becca Gibson Art

The PowerPoint presentation was shared on screen.



What does Art & Design look like at Darnhall now?

Art is taught in the school every two weeks. There is a requirement to further develop the Progression of Skills in school. Governors reviewed the children's Sketchbooks which now show a learning journey, and a series of examples from Reception and Year 1 Sketchbooks were provided. Year 2 children have also utilised some digital media in their art classes.

The detailed Progression of Skills was reviewed, detailing the plan for art teaching from EYFS to Year 6 utilising a number of different art mediums. The Curriculum Content Maps are a new development this year and support the plans to incorporate the National Curriculum Objectives. They also now include vocabulary.

The impact of the increased focus on Art is clearly evident across the school with lots of displays now in place. The children are clearly enjoying their learning and are excited for their lessons! A number of positive KS2 Pupil Voice observations were provided.

In terms of future actions there will be increased focus on assessment, and it would be useful to undertake some benchmarking against Art teaching in other schools. In addition, it is important to ensure that there is challenge for the higher ability children. The school will also consider applying for Artsmark in the future.

The Headteacher added that there is one Year 6 child who is particularly talented, and has produced a poster for the PTA and also an anti-bullying poster.

Governors thanked Becca Gibson for her presentation.

Becca Gibson left the meeting at 18:50pm.

### Subject Leader Presentation – Abbey Edge Maths

The PowerPoint presentation was shared on screen.

What is the current position of Maths?

Abbey informed Governors that she took over as Subject Lead for Maths last year. The school has implemented the White Rose scheme and workbooks to ensure maths is taught consistently throughout the school. There is a drive for TAs to remain in the classroom, with no children being taken out, which will support the inclusivity of Maths teaching. Fluency Friday has been changed to 15 minutes arithmetic maths daily to allow automaticity alongside fluency.

The ECM Leadership Partner James Marsh had recently undertaken a Deep Dive into Maths, which was very thorough, and highlighted progress made across the school. The vision for Maths was now clear, and some areas that were identified as requiring further development will be built into the action plan, with the key to build consistency in the delivery of maths lessons. Teachers will use visualisers to improve the quality of modelling,



and there are now visualisers available in all classrooms. In terms of Assessment under White Rose, unit assessments are conducted after each module has been taught. Governors reviewed the longer-term plans, which are detailed for each Year Group.

In summary, the school is working hard on Maths, and is confident that further improvements will become evident. White Rose will drive consistency in teaching across the school.

**Q.** *Is the data different between boys and girls?*

**A.** *Yes, the school will monitor this, and there are also variations between Year groups. The school will also monitor the assessment of PP children as a distinct cohort.*

Governors discussed the matter and noted that any differentiation was likely reflective of national trends.

**Q.** *Are the children aware of the links between Maths and the world of work?*

**A.** *Yes, there is an understating of this even from Year 1 children.*

**Q.** *Would it be possible to get a summary slide detailing the current data, and identifying which elements of Maths teaching are working, and which are working less effectively?*

**A.** *Yes, this will be covered in the Subject on a Page, and these will be uploaded soon.*

Governors discussed the *Subject on a Page* summaries and noted that these would be very useful in terms of supporting Governors, and also for teachers, during an Ofsted Inspection.

Governors thanked Abbey Edge for her presentation.

Abbey Edge left the meeting at 19:05pm.

### Subject Leader Presentation – Lauren Sutton Computing

The PowerPoint presentation was shared on screen.

What is the current position of Computing?

Lauren informed Governors that Computing was at the beginning of its journey at Darnhall, with a new scheme Teach Computing Scheme which is funded by the DfE being implemented. The scheme is utilised for Years 1- Year 6, and is split into 6 units per year group, each one spanning a half term and building up to a final project. The PTA have really supported Computing, and each child now has access to a tablet to support their studies.



The aim is to ensure that Computing is taught consistently across the school, and there will be an assessment at the end of each term. The school will also look to teach children to use IT in different ways to prepare them for future teaching.

There has been lots of work done around E-Safety and Internet Safety Day recently took place on 7<sup>th</sup> February 23. In addition, the police recently visited the school to talk with Year 5 and Year 6 children regarding E-Safety at a breakfast event that could be attended by parents.

**Q.** *Was there good parental involvement in the sessions?*

**A.** *Yes, there was a good response with some positive open discussions. The school had also targeted some parents and asked them to attend.*

Governors discussed E-Safety challenges and noted that the biggest challenge is the use of Group Chats where the children never get the opportunity to switch off. In addition, it is important to constantly be aware of the new trends, and it is good to get the parents involved as much as possible.

**Q.** *Will the school further develop E-Safety?*

**A.** *Yes, this will be developed for all Year groups at different levels.*

In terms of impact the new scheme has been embedded with Computing being taught weekly, and the children are becoming more computer literate because of the frequent use of laptops. Teachers are now confident in teaching most aspects of the curriculum.

Future actions will focus on embedding more areas of the curriculum, and the school will undertake a Computing deep dive particularly focusing on evidencing children's learning.

**Q.** *Does Computing take place in After School Club?*

**A.** *Yes, including the opportunity for the children to undertake coding.*

**Q.** *In terms of assessment, is there an off the shelf product to support this?*

**A.** *For KS2 there is software based Summative Assessment, and also a project will be completed.*

Governors thanked Lauren Sutton for her presentation, and Andrew Robinson the new Co-opted Governor added that as an ICT teacher he would be able to support Ms Sutton if required.

Lauren Sutton left the meeting at 19:25pm.

The Headteacher noted that it was important now to arrange a date for the Governor Learning Walks.



## 7. FINANCE - SFVS

Jackie Stringer updated Governors that the SFVS, MIFP and Scheme of Delegation were now all completed and had been uploaded to the SharePoint in advance of the meeting for Governors to review. A summary of the outstanding actions from the SFVS with due dates will be monitored, and a copy sent to the Clerk for distribution.

Governors discussed the documents and noted that going forward it would be useful to have additional Governors with SFVS training to support Jackie Stringer in the annual completion of the SFVS, and the supporting documents. It was agreed that Lyndsey Tasker and Richard Mault attend the SFVS training course.

**ACTION:** Lyndsey Tasker and Richard Mault attend the SFVS training course.

*Q. Would it be possible to use track changes on the MIFP documents going forward so that it is easier to review next time?*

*A. Yes, this will be implemented going forward.*

**RESOLVED:** Governors approved the SFVS, MIFP and Scheme of Delegation for submission.

The Headteacher added that the school spending on Covid Recovery and Tutoring was currently being audited, and an update would be provided at the next meeting.

## 8. HEADTEACHERS REPORT

### Business Plan for Wraparound Care

The Headteacher had circulated the Business Plan for Wraparound Care in advance of the meeting. The cost of providing the Breakfast Club had been reviewed, and a Parent Survey had been carried out.

*Q. Was there much feedback from parents on requesting an earlier start to the Breakfast Club?*

*A. Around twelve parents expressed an interest in an earlier start, but the difficulty is getting staff in at this time. The start time will remain at 8:00am, but there is a need to increase the charges.*

The Headteacher went through the Breakfast Club costings, which is currently running at a loss of £190 per week. The solution is to increase the charges and move to the online booking system to keep administration costs down. The revised charge will be 50p a day or



£2 a week per child, which equates to circa £25 a term on average. Parents will have three options to book daily, weekly or for a whole term.

In terms of the After School Club the current contract with Alex will be terminated with effect from 5<sup>th</sup> June 23, as she is unable to provide any provision beyond 5:15pm. Caitlan will continue to manage the Club and the staffing level will be increased to four. The Club will now stay open until 5:45pm and there will be a range of charges from 4:30pm through to 5:45pm.

Parents will now pay in advance using the online booking system, so there should be no issues with debts, and the provision when compared to other schools will be the same cost or cheaper.

The plan breaks even at 35 children, and it is hoped that with the later opening time it may be more appealing to parents, so more parents use the Club. The important aspect is it will remain affordable for parents.

*Q. Is there any scope for tax free childcare?*

*A. No, but a sibling reduction will be available.*

*Q. Are the staff available?*

*A. Yes, they are all ready to go.*

*Q. What is the maximum number of children with four staff in place?*

*A. It depends on the age of the children, but a many as 50-55 children.*

Governors further discussed the proposal and approved the new Business Plan for Wraparound Care.

**RESOLVED:** Governors approved the Business Plan for Wraparound Care.

### Leadership Development

The Headteacher provided an update on Leadership Development. The details are included in the Part 2 minutes.

## **9. POLICIES**

There were no policies presented at the meeting for Governors to review. The SBM would provide an update on the policy approval process at the next meeting.

**ACTION:** SBM would provide an update on the policy approval process at the next meeting.





## 10. GOVERNANCE

Chris Bate reported that he had undertaken the Safeguarding training. The Chair requested that other Governors access the e-learning module to complete the training.

The Chair had undertaken the Safer Recruitment training provided by Modern Governor, which was useful as it had supported his involvement in the recruitment of the Family Support Worker roles.

## 11. COMMUNICATION TO THE CHAIR OF GOVERNORS/CHAIRS ACTIONS

The Chair updated Governors that there was ongoing liaison with the Headteacher to support on Safeguarding and Health Care matters.

## 12. DECISION SUMMARY

- Appointed Andrew Robinson as Co-opted Governor.
- Received the Art Subject Leader Presentation.
- Received the Maths Subject Leader Presentation.
- Received the Computing Subject Leader Presentation.
- Lyndsey Tasker and Richard Mault to attend the SFVS training course.
- Approved the SFVS, MIFP and Scheme of Delegation for submission.
- Approved the Business Plan for Wraparound Care.
- Received the update on Leadership Development
- SBM to provide an update on the policy approval process at the next meeting.
- Received the confidential Staffing Update.

## 13. AOB

There were no additional non-confidential matters for Governors to discuss.

## 14. DATE AND TIME OF NEXT MEETING

### 2022/23 MEETING SCHEDULE

Spring Term 22/23

FGB	Thursday	30/03/2023	18:30pm
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Summer Term 22/23

FGB	Thursday	18/05/2023	18:30pm
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FGB	Thursday	15/06/2023	18:30pm
FGB	Thursday	13/07/2023	18:30pm

**Signed:** ..... **Date:** .....

### ACTION PLAN

AGENDA ITEM NO.	ACTION	BY WHOM	UPDATE
2 MAR 23 Item 7	Lyndsey Tasker and Richard Mault to attend the SFVS training course.	LT and RM	
2 MAR 23 Item 9	SBM to provide an update on the policy approval process at the next meeting.	SBM	