



**Ladbroke JMI School**  
**Minutes of Full Governing Body Meeting**  
**Thursday 7<sup>th</sup> March 2024 at 7.15pm**

**Attendees:**

Debbie Bedford (DB); Alex Corke (AC); Donna Corke (DC); Phil Cunningham – CoG (PC); Jaime De Verteuil (JDV); Kevin Dobson (KD); Greg Huntley (GH); Jon Mackley (JM); Sara-Jane Tiramani (SJT); Mark Turner (MT); Tracey Webster – Head (TW)

**Apologies:**

Claire Brazil (CB);

**In Attendance:**

Nicola Thrussell – Clerk (NT)

Item	Description	Action
<b>1.</b> 1.1	<b>Apologies for Absence</b> PC Welcomed all. There was one apology for absence which was approved.	
<b>2.</b> 2.1	<b>Declaration of Interests</b> There were no Declarations of Interests.	
<b>3.</b> 3.1	<b>Notification of Any Other Business</b> One Item – Signing In Systems.	
<b>4.</b> 4.1	<b>Minutes of the Meeting Held on the 7<sup>th</sup> September 2023</b> Approved and signed as accurate.	
<b>5.</b> 5.1 5.2 5.3 5.4 5.5 5.6 5.7 5.8	<b>Matters Arising and Actions from Previous Minutes</b> Item 5.1 – Governor Declarations now completed. Item 5.4 – Football Club. Ongoing, TW still needs to talk to them. Item 5.4.2 – Rewording of the Lettings Policy to be taken to Resources Committee. Ongoing. Item 7.5 – Sports Premium Grant Costings have now been completed. Item 12.1.4 – Wording in the pay Policy has been amended. Item 12.3.11 – Online Safety. Completed and included in Headteacher Report. Item 12.3.16 – Staff now aware of the Online Safety Policy and its contents. Item 16.1 – GH gave flowers to the staff that were leaving. PC still to write letters of thanks to them.	<b>Action TW</b>       <b>Action PC</b>
<b>6.</b> 6.1  6.2  6.2.2	<b>Headteacher Report</b> TW circulated her report prior to the meeting.  The school currently has four classes over PAN with numbers still increasing. We are receiving a number of requests through Fair Access, particularly for Year 4. There is an ongoing appeal for a child in Year 4 who has previously been denied a place requested through Fair Access. Many requests are coming through for children with additional needs, many without any additional funding.  It was also noted that appeals are no longer capped with the school being liable for them all. There have been 14 appeals so far this year.	

6.3	The school is not currently accepting any more children into the nursery due to the level of need within the current cohort.	
6.4	Q: Would it be worth extending wrap-around care for nursery children?	
6.4.1	A: No, we would need too many adults to supervise the additional children.	
6.5	The adult to child ratio is higher with younger children. The new teacher has settled well and an advert for a new SENCO has just gone out. There is flexibility to offer two or three days for the new SENCO.	
6.6	KD visited the school during the recent HIP visit and his report is available on GovernorHub.	
6.7	The visit went well and all of the actions were for things the school was already looking to address with plans already in place to review them before the end of the academic year. Grammar will be looked at further.	
6.8	There have been no online safety issues.	
6.9	A fire drill will take place this term.	
<b>7.</b>	<b>Resources Committee</b> Minutes and Period 10 were circulated prior to the meeting. There have been no issues. The Financial Competencies and Schedule of Financial Delegation are both recommended for approval by the Resources Committee. Both approved unanimously.	
<b>8.</b>	<b>Policies</b>	
8.1	<b>Health and Safety Policy</b>	
8.1.1	County Model Policy recommended for approval by the Resources Committee. Unanimously approved.	
8.2	<b>Admissions Policy</b>	
8.2.2	County Model Policy recommended for approval by the Resources Committee. Unanimously approved.	
<b>9.</b>	<b>Finance</b>	
9.1	<b>School Financial Value Standard – SFVS</b>	
9.1.2	Circulated prior to the meeting.	
9.1.3	It was noted that the questions were the same as last year and nothing had changed.	
9.1.4	Q: Our last Finance Audit was in 2019, do we know when the next one will be?	
9.1.5	A: We don't know but they are often triggered if any issues are flagged from the SFVS.	
9.2	<b>Budget</b>	
9.2.1	While there is an in-year deficit, there are no issues or concerns and we still have a good carry forward which is supporting the budget. The current school staff that have been here for some time are all near the top of their scales. As and when staff move on they will ideally be replaced with less experienced staff which will support a more balanced budget.	

<p><b>10.</b></p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.5</p> <p>10.6</p> <p>10.7</p> <p>10.8</p> <p>10.8.1</p>	<p><b>Governor Visits</b></p> <p>As noted in Item 6.6, KD visited during the recent HIP visit and his report is available on GovernorHub.</p> <p>KD commented that the impact of new systems implemented were already visible and children were excited and enthused. It was also good to see how children in Year 6 with additional needs were being supported.</p> <p>PC completed a Maths visit and his report is on GovernorHub.</p> <p>DC will report to governors on the work she has collated at school.</p> <p>SJT will complete a Safeguarding visit and review the Single Central Record.</p> <p>TW will report fully on Safeguarding at the next FGB. It was noted that CPOMS is not working effectively for the school so we will be reverting to our own in-house system.</p> <p>JM will meet with TW to discuss Humanities.</p> <p>PC has been looking into available training for governors through HfL, particularly around online safety, but there has been nothing suitable so far.</p> <p>Safeguarding training for governors will be reviewed although SJT has recently completed the Role of the Safeguarding Governor training.</p>	<p><b>Action DC</b></p> <p><b>Action SJT</b></p> <p><b>Action TW</b></p> <p><b>Action JM</b></p>
<p><b>11.</b></p> <p><b>11.1</b></p> <p>11.1.1</p> <p>11.1.2</p>	<p><b>Any Other Business</b></p> <p><b>Signing In Systems</b></p> <p>TW has recently been looking at available systems and also discussing with other Heads what they are using. There are many available with some proving very costly. TW looked at three and would like to propose purchasing a system costing £340 per year. This was one of the cheaper options but provides everything the school would like it to. It is essentially an iPad-like system for staff and visitors to book in and out of the building so that it is easy to identify who is in the building.</p> <p>Unanimously approved.</p>	
<p><b>12.</b></p> <p>12.1</p> <p>12.2</p> <p>12.3</p>	<p><b>Dates of Next Meetings</b></p> <ul style="list-style-type: none"> <li>• <b>FGB Meetings:</b> 16th May 2024 (Budget Ratification 8pm); 4th July 2024</li> <li>• <b>Resources Meetings:</b> 13th June 2024</li> <li>• <b>SIC Meetings:</b> 25th April 2024</li> </ul>	

The Meeting closed at 8pm.