

## GOVERNORS OF BARNs GREEN PRIMARY SCHOOL

### MINUTES OF A MEETING OF THE FULL GOVERNING BODY HELD AT 5PM on 19 MARCH 2025

#### Barns Green Primary School

Our Values are:

- Respect
- Responsibility
- Perseverance
- Compassion
- Community
- Inclusion

Our Vision is:

At Barns Green Primary School, we encourage every individual to be the best they can be, to become confident, secure and caring individuals who are ambitious in their learning and who welcome every opportunity, embracing each challenge, so they can confidently look forward to the future, ready for adventures that await.

#### **Governors:**

Alex Nicholson	Present
Tracey Newbold	Present
Jess Martin	Present
Rob McDonald	Present
Dawn Martin	Present
Sue Whittle	Present
Tom Plowman	Present
Simon Gale	Present
Adam Rood	Present
Tom Bouet	Apologies
Eoin Griffin	Apologies
Richard Bates	Present

Also present:

Gemma Lovegrove (Clerk)

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1	<p><b>To receive and record apologies and declarations of interest (17:02-17:02)</b> AN's wife is an HLTA at the school. RM's wife is a HLTA at the school.</p> <p>Apologies received and accepted from EG and TB. AR, TN running late.</p>	
2	<p><b>To review governor correspondence, including social media feedback (17:02-17:03)</b> Nothing noted.</p>	
3	<p><b>To approve the minutes of the last meeting, strategy meeting, and matters arising (17:03-17:13)</b> Approved.</p> <p><b>b) To approve the notes from the Strategy Meeting on 24.2.25 and agree how to follow up any actions.</b> County predicts a falling birth rate for the whole of West Sussex, including the Barnes Green area. Nearby schools have more spaces than us, so there is no need for County to create extra capacity anywhere. In Summer 2026, County will revisit the proposal to prioritise growth at Barnes Green over extending/ building a new school in nearby villages.</p>	
4	<p><b>To receive update on training undertaken by governors (17:13-17:14)</b></p> <p>RB: New Governors: Part Two - Being Effective – 18/03/24 DM: Focus on Governance – SEND – 27/2/25</p>	
5	<p><b>To receive Headteachers Report (17:32-18:02)</b> TN has worked with JC to tighten English provision, introducing new procedures and texts and has been sharing expertise with other schools. Challenges include managing challenging cohorts, parental conflicts, and societal issues impacting school performance.</p> <p><b>Q – How will you make sure good changes continue when SENDCO returns?</b> – through a thorough handover and assistance from a SEND TA. TN will be more effective in the support and challenge that can be offered.</p> <p><b>Q – Have another TA and/or Learning Mentor been appointed?</b> – A temporary TA has been appointed for the summer term. The art club leader will begin doing art therapy alongside intervention groups to cover the learning mentor role.</p> <p><b>Q – How is the SEND data stored?</b> School system.</p> <p><b>Q – is there a recognition at County level of increased need and have they put anything in place?</b> Yes, there is acknowledgement that education is in crisis, but there is no money available. They are more proactive and will come to observe a child. EHCP process has sped up, but that also means that the number of EHCP's has increased and is now unsustainable.</p> <p><b>Q – how does it impact on the children that don't have SEND?</b> TN's view is that the impact is positive. Inclusion is well embedded, and there is no indication that this presents an issue for children who don't have SEND. There have been no concerns raised by parents, and the school does not need to field such conversations. All children support one another in a non-judgmental and nurturing environment. Pupils continue to do well, with high expectations maintained for all. Children are being appropriately challenged, and overall behaviour remains positive. There is no evidence to suggest that academic time is negatively affected. Monitoring indicates that all children are making progress, and there has been no general decline in behaviour. Any individual issues that arise are addressed on a case-by-case basis.</p>	

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	<p>Teacher feedback around the separate teaching of English and Maths for KS1 has been positive, noting that the approach has successfully provided a broader 'school' experience by allowing children to learn together. Pupils benefit from learning alongside role models within their year group. So far, the trial has not significantly increased the teaching workload. The addition of an extra TA in the mornings will further strengthen support and enhance the effectiveness of the approach.</p> <p><b>Q – How is this managed with a supply teachers?</b> As with any supply teacher – relevant information is provided. TA's are very skilled and support. Will look out for data to see if there any changes in progress.</p> <p>IT update- transition to the Cloud will take place during the Easter holidays.</p>	
6	<p><b>To receive safeguarding update including attendance and SCR check (17:15-17:17)</b> Report received.</p>	
	<p><b>To receive wellbeing update (17:17-17:20)</b> JM highlighted concerns around pupil wellbeing, particularly in relation to sleep, screen time, breakfasts, and snacks. TN has addressed some of these issues in the school newsletter but it was acknowledged the school has limited ability to tackle some of the highlighted problems. Communication with parents and carers is prioritised to support with the issues identified.</p> <p>An online safety information evening for parents was held on 17/03/25, with 24 families attending. TN noted that some families are facing challenges, and Early Help referrals are made regularly.</p> <p>AR arrived at 17:20. Update from TN 18:05–18:09.</p>	
7	<p><b>To receive update on governors' visits since last meeting (17:20-17:32)</b></p> <ul style="list-style-type: none"> <li>a. Disadvantaged pupils/Wellbeing/Attendance – report received</li> <li>b. SENDCO – report received</li> <li>c. Feedback and Marking – c/f from FGB3 – report received.</li> </ul> <p>TN arrived 17:29.</p> <ul style="list-style-type: none"> <li>d. Termly website check – c/f to FGB5</li> <li>e. HTPM Interim review – DM confirmed that this took place.</li> </ul>	
8	<p><b>To receive Finance Reports (18:09-18:23)</b></p> <ul style="list-style-type: none"> <li>a. SFVS – To align with SDP is not practical. Remove comment about the timing. AN agreed to changes suggested by DM on the document.</li> <li>b. Staffing structure (from SFVS) discussion informs the budget each year – the recent IT expenditure represents a significant step forward, ensuring the school maintains strong cyber-security measures. The return on investment for the solar panels were discussed, including the potential benefits of adding more panels and investing in a battery system. SG has requested detailed reports to support further decision-making.</li> <li>c. Asset register – Electrical checks take place in June.</li> </ul>	
9	<p><b>To receive update on termly Governor newsletter (18:23-18:24)</b> DM has written a first draft and has been sent to Tracey. AR to finalize.</p>	AR

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12	<p><b>The following policies are due for review and/or ratification by Governors. To agree next steps: (18:24-18:28)</b></p> <ul style="list-style-type: none"> <li>a) Learning outside the classroom – change to review every 3 years</li> <li>b) Supporting pupils with medical needs – latest copy to be sent to GL for website</li> <li>c) Fire safety</li> <li>d) FOI</li> <li>e) Publication Scheme</li> <li>f) Governor Handbook – all links updated, and new website link needs to be added when website is launched.</li> <li>g) Premises Governors Report and Premises Management documentation – c/f to FGB5</li> </ul> <p>12c, d and e were approved.</p>	
13	<p><b>Any other urgent business (18:28-18:30)</b></p> <ul style="list-style-type: none"> <li>a) Are Governors required at the progress review visit on 28 April? TN to confirm. Report to be brought to next meeting if available.</li> <li>b) AR to send a model AI policy to TN. DM to add to Policy Review Cycle.</li> </ul>	<p>TN</p> <p>AR/DM</p>
14	<p><b>Date for next meeting (18:30)</b></p> <p>Date for next FGB meeting – Monday 12 May at 5pm</p>	

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### Tables of Actions


#### Open actions:

230924 03	AR/AN to check website for compliance 4/12/24 - new website going live in January so to be checked then. <b>27/1/25</b> - Migrating from old to new taking place. SG to request copy of contract from new company from HB. <b>19/03/25</b> - AR to request access TN for website log in to do compliance check. <b>12/05/25</b> - GL to update policy review cycle to align with new website, and to ensure any issues arising from the website check are resolved.	GL
041224 02	SG/TP to work out the scope of the pay committee powers. 27/1/25 - TN to ask HR advisor about a TOR document. SG to develop. <b>19/03/25</b> - TN to pass on HR information regarding pay committee to SG/TP	SG/TP/TN
190325 01	DM has written a first draft of the Governor Newsletter and it has been sent to Tracey. AR to finalize.	AR
190325 03	AR to send a model AI policy to TN. DM to add to Policy Review Cycle.	AR/DM
190325 04	Governor Handbook – all links updated, and new website link needs to be added when website is launched.	GL

#### Actions closed this meeting:

270125 01	Accessibility Plan review to be combined with SEND role going forward. DM to move to Autumn term on monitoring schedule.
270125 02	SG to identify costs and staff training requirements for a move to a cloud based IT system

Signed as being a true record of the proceedings of the meeting

Signed Signed by:  .....  
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Date 19-May-25  
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