

Stanwix School – Full Trustee Meeting
1st May 2024 – 5.30pm

Present: Ian Murphy, Catherine Briggs, Elizabeth Mallinson (Chair), Michael Johnson, Lee Carson, Karen Robertson
 Also present: Ian Murphy (Deputy Head), Ellie Graham (Clerk), Megan Stokoe (Guest)

	Item		Action
1	Welcome / Apologies	Apologies were received from TL	
2	Declarations of Interest Governors to declare particular interests, financial or otherwise, in any of the agenda items discussed at the meeting (and update register if needed)	None	
3	Minutes of Full Governors meeting a. Confirm whether minutes are a true and accurate record of previous meetings, including committee meetings where appropriate b. Address matters arising from the minutes c. Report on any action taken by the chair or vice-chair on behalf of the board since the last meeting	a. Full minutes & confidential item minutes- 16.01.24 - minutes agreed as a true record, no matters arising- approved by LC, seconded by CB. Full minutes & confidential item minutes- 16.04.24 - minutes agreed as true record, no matters arising- approved by LC, seconded by CB.	
4	FoSS Funding	JK informed IM that Wickes are offering free resources for schools e.g. gardening supplies. JB to speak to JK as treasurer- to look at grants/support. Maintenance/school improvements allocated to MH as SLT lead. MH has been through rolling maintenance plan. EM- next step in school improvements should be the railings on Mulcaster Crescent- look at sourcing volunteers to help strip/paint the railings.	JB to speak to JK as treasurer and look at grants/support
5	Chairman briefing and update	EM gave update on day-to-day issues/tasks as KM is currently on special leave. Various meetings held with IM and staff to give support.	

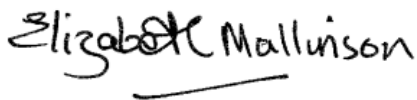
		TL & KR on the interview & shortlist panel for upcoming DH interviews on 22.05.24. EM requested update on school payments as invoices were unable to be paid due to access issues whilst KM on special leave. In touch with the Cumberland and should be able to pay invoices shortly. IM- school should not be in the position where we cannot pay. IM & AI to be added as signatories on school banking with new DHT added once appointed and before September 2024.	To look at adding more signatories for school banking by Sept 2024
6	Head Teacher's Report a. Matters arising b. Agenda for change	a. IM presented the HT report. Current pupil capacity- 436- currently have more pupil gains than pupil losses. IM mentioned to KM about the idea of a nursery group for pre-school-age children to get prospective parents' attention. b. Trend of Pupil Premium children being persistent absentees. Need to look at working with these parents to get children into school.	
7	Deputy Head Shortlisting Update	KR- we have shortlisted and scored 4 strong candidates. The candidates will all be asked to provide a 20-minute teach and to run an assembly to children with mixed ages in school to indicate their capabilities. Candidates then asked to self-criticise their lessons and complete a written task. Candidates invited to an informal lunch on interview day to meet our staff.	
8	Safeguarding Update Update from IM	IM- there has been 2 exclusions since the last HT report, one of which was for cyberbullying. This incident was a police matter- police are coming to speak to children on dangers of social media. Letter has been sent out to Y5 & Y6 parents to strongly recommend they check their children's phones. E-Safety lesson to take place in Y5 tomorrow on cyberbullying. MJ- we should put this reminder to check children's phones in the school newsletter every term. Victim of cyberbullying will now be having ELSA sessions in school.	
9	Attendance Update on attendance	IM- we want to encourage children to attend school but do not want the spread of illness	
10	Pupil Premium a. Update on pupil premium	IM- there is a trend that majority of our persistent absentees are children who are on pupil premium- something the school is to work on with parents.	

	b. Update on service children c. Update on armed forces children		
11	Budget Update Update from CB on the budget	CB presented budget update spreadsheet to governors.	
12	Confidential Item	Confidential item	
13	Future Meetings	Teams meetings to be arranged as and when needed.	

Minutes approved by

Elizabeth Mallinson

Chair of Governors

Elizabeth Mallinson