

Stanwix School – Full Trustee Meeting
18th June 2024 – 7pm

Present: Ian Murphy, Catherine Briggs, Elizabeth Mallinson (Chair), Michael Johnson, Karen Robertson
Also present: Ian Murphy (Acting Headteacher), Vicky Jenner, Ellie Graham (Clerk), Megan Stokoe (Guest)

	Item		Action
1	Welcome / Apologies	Apologies were received from TL and LC EM formally welcomed VJ to her first govs meeting, as deputy head from Sept 24.	
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)	EM director of Roman Catholic Academy Trust & board member on Stanwix Community Association	
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	FULL minutes (16.05.24) & Confidential minutes (16.05.24) were agreed as a true record, no matters arising proposed by CB seconded by JB.	
4	Chairman Welcome a. Update from EM b. Update from EM, CB & JB	EM thanked IM for hard work over the last few weeks. Congratulations to VJ on accepting the post of Deputy Head from Sept 24.	
5	Budget Update Update from CB on the budget	CB- no new figures to review since the last full govs meeting- CB to get these figures in place for the next meeting-preferably in person. We need to review, approve and submit our next 3-year budget before the end of term (this to also be presented at the next meeting). VJ is currently teaching 0.6 which will become 0.4 from Sept 24.	

		CB- the figures presented by AE show positive reserves at the end of year three but still shows an in-year deficit- this is driven by the assumption that we will have a reception intake of 45 children each year. CB- we really need to have a robust plan in place for increasing pupil numbers to be reviewed on a regular basis. JB- toddler group would be beneficial. IM- looking into idea of getting nursery on-site working with Stanwix Playgroup. IM- the computer suite could be moved into the main school building and School House could become a nursery. KM was tasked with speaking to Local Authority working with Stanwix Playgroup but reported it was not possible. VJ & IM to take lead on looking into this as EM has declared a declaration of interest. KR- Very few nurseries are term time only like Stanwix Playgroup. IM- They would have separate Ofsted inspections, budgets and funding- not a risk- offering more capacity. JB- do we have room to grow as a school? IM- need to consider whether we can regain a position of getting a reception intake of 60 or accept we are 1.5 entry for a long time. Discussed weekly stay and play. Every school is struggling for numbers. IM- could figure out a way to have 60 every year and in-house nursery children. IM- we can make space in the school.	
6	Educational Visit Funding	IM raised the issue of making sure the school considers financial pressures on families when planning its educational visits and other activities that involve a cost to parents and carers. IM- the charging & remissions policy clarifies what is voluntary and what isn't. We need to ensure we are complying with this document. IM has asked MS calculate how much it costs a family from Reception to Y6. IM attended poverty proofing training- looking at whether your school was a friendly place to attend. Taken advice from Callum Campbell- he thinks we need a long term plan. All of the experiences we offer children are attractive to parents. People may be less likely to send child to school if we reduce these. IM-suggest we put together a poverty-proofing working group. Shared poverty proofing document- NEU document on turning the page on poverty- breaks down into the different categories. Will add paragraph where it is a voluntary contribution- need to find a way of adding revenue into our budget. Talked about offering more clubs	

		in the SIP meeting- could raise the revenue required to pay for the trips. Cost of residential- real concern. £450 for Barcaple- a massive amount of money. KR- only told in Sept 23 about residential cost as well as other trips. Parents may not have expected this. CB- this is roughly double the cost of the Y4 residential- get a shock when they get to Y6. For some families with Y4 & Y6 siblings this may not be viable. EM- how do we overcome parents not paying residential payments- can't call voluntary contribution. Need to put support in place for people who need it. Give the option to pay for Y6 residential in advance. KR- look at going in colder months- substantially cheaper to go different times of year. EM- look at educational value and how much the trips will cost. IM- happy with curriculum offering- the problem is cost. IM- Parents with younger siblings expecting same trips later on. VJ- should have discussion with teachers promptly. EM- look at the costings of various places and times. Need to be thinking as governors about children on PP and FSM- something for these so they don't miss out. IM- in our school policy but adhering to the voluntary contributions part. JB- good idea to have governor involved in the poverty groups- look at community grants- stuff we can bid. Poverty group could also look at hidden costs such as World Book Day. Will open a lot of options. MJ- Could give parents options to pay over a longer period of time. IM- all things we should all be thinking about. EM- will look at setting up a governor and teacher poverty proofing group. She flagged reports available from the former County Council. IM- document I am circulating is specifically targeted to schools.	
7	Head Teacher's Report a. Matters arising b. Agenda for change	H&S- With KM on special leave IM establishing if action plans completed. PP strategies on website- partially compliant- AS looking into it as KM leads on this. IM- parent survey- baseline on where we are and can move forward. 0 formal complaints. Had a concern and IM responded. Up to date with stat training but not sure where KM was with CPD plan. Various CPD training happening. Staff had a meeting looking on what we want to achieve for SIP- VJ to look into this.	

		Learner voice survey to action. Fixed term exclusions- 3 since the last report. 2 of the same 1 of another child. 2 bullying incidents. Work carried out to address this. Lots of educational visits have taken place. Nothing to benchmark KS1 data against- still did the tests but in a less formal and less scary way. Morale appears to be good. JB- thorough report. To be able to see absences over a period of months puts into context and is beneficial. EM- see how we can improve the pattern of absence in school. MJ- asked about the dip in middle of attendance. IM- there was a bad sickness bug that went through year 4. Period of time with a lot of illness. Bad year for illnesses. JB- asked about the approach for school plan going forward. Need a plan of getting feedback from parents and learners to understand what we need to achieve then putting into a programme. Try and find out by the end of the year what is thought of our school. Have to put SIP together. Look at why some families are not choosing Stanwix - before the summer term look and read responses. EM- come Sept we must have a school plan. Action- discuss tomorrow and send out parent questionnaire- keep govs in loop before we send out. JB- we have cultural piece we can revisit and make sure the staff feel supported. EM- asked if KM ever feedback on vision, values and culture report. MS- said she was waiting for confirmation from governors before going ahead. JB to re-share piece of work TL & JB have been working on.	
8	Safeguarding Update Update from IM	Safeguarding- Child on CPP. 2 referrals since last report- one of which was request for multi-agency information. LC may have met with KM as safeguarding governor. Continue to use CPOMS. Team could not be any stronger- very dedicated.	
9	Attendance Update on attendance	First time in over a year we dipped below national attendance but we are now back above. However there are still issues to address in particular attendance of some PP pupils. Looked at persistent absences- large proportion were PP. This good news is that this percentage has come down from 50% to 40%. On a journey with some parents. We understand that many are facing challenges and want to support them but there needs to be an improvement in attendance for the benefit of the children.	

10	Pupil Premium a. Update on pupil premium b. Update on service children c. Update on armed forces children	a. AS is currently updating PP info on the website. b/c. Not a large number of armed forces/service children in school/ IM- money is only being spent on these children. Sports premium- IM- report due every July- JA & FR currently putting together.	
11	Future Meetings	Meeting for review and approval of the three year budget and full governors before the end of term- finance meeting and curriculum meeting- brief meeting on all. TAC. Next meeting to have face to face. Full governors- but a quick finance meeting on Teams so we know what is being discussed. CB noted that she has not called a FSP meeting in recent months because there had been a lot of Full Governors meetings and the main agenda items on those relating to finance and staffing matters. She considered it important that all governors were involved in those and not restricted to the FSP.	

Minutes approved by

Elizabeth Mallinson

Chair of Governors

Elizabeth Mallinson