

Stanwix School – Full Trustee Meeting
11th November 2024 – 5.30pm

Present: Sarah Nuttall (SN- Headteacher), Elizabeth Mallinson (EM- Chair), Tom Little (TL), Michael Johnson (MJ), Jen Barry (JB), Paul Nedved (PN), Michael Routledge (MR), Jon McGuckin (JM), Nigel Hebson (NH)
 Also present: Ellie Graham (EG- Clerk)

	Item		Action
1	Welcome / Apologies	Apologies were received from Catherine Briggs, Kelly Hand, Karen Robertson & Vicky Jenner EM welcomed our 4 new parent/community governors (Paul Nedved, Michael Routledge, Jon McGuckin and Nigel Hebson) and a discussion took place on confidentiality. EM informed new governors of safeguarding training they are required to complete and Keeping Children Safe In Education document they are required to read. EG to email this information.	EG to email information on required training for new govs
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)	All new governors were given declaration of interest (DOI) forms to fill in and return at the meeting No declaration of interests (DOI)	
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- 09.10.24- agreed as a true record, no matters arising. Proposed by EM, seconded by MJ	
4	Chairman briefing and update	EM gave update to governors following accounts review and DfE review.	

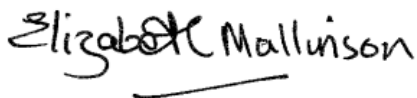
		SN worked hard ensuring all policies, school website, health & safety procedures and fire safety procedures are up to date. Asbestos checks were carried out during October half term and we are currently awaiting legionella checks and emergency lighting checks. School held a reception new starter event on 16th October for prospective parents which had a great turn out. We also have 'stay and play' sessions planned for pre-school children to come into school. EM- birth rate has dropped nationally making it harder to predict Reception intake.	
5	Head Teacher's Report November 2024 Headteacher to present report and governors to respond with prepared questions.	Senior Leadership Team held meeting to discuss school development plan and priority of tasks that need completed. DfE published new attendance expectations in Summer 2024: tightening up on families taking their children on holiday during term time. There is a problem with attendance due to illness in year 4, 5 & 6- letter has been sent to say attendance has dropped below 90%. Attendance of pupil premium children is lower than non-pupil premium children. SN put pupil premium target in place for all staff in performance management meetings.	
6	Data Report November 2024	SN presented data report to governors There is no longer a requirement to do KS1 SATS. 95% of children passed the phonics check in school- good result due to use of the 'Little Wandle' phonics programme and hard work from IB. Reading and phonics are strengths of the school. JB- we should showcase these achievements e.g. website, Facebook.	
7	Safeguarding Report November 2024	SN gave briefing to new governors on safeguarding levels of need, external organisations and DSLs. EM thanked KR & SN for hard work following safeguarding audit from Kym Allan. Systems are in place for governors to regularly monitor safeguarding in school.	
8	Health & Safety Report November 2024	Health & Safety, Fire safety and emergency plan are all in place.	
9	Policy Review	The below policies were agreed by governors and signed by EM: -Accessibility plan 2024-27 -Code of conduct 2024-25	

		-Draft revised H&S policy -Equality policy, objectives and action plan 2024-27 -Gobs statement of behavior principles 2024-27 -Online policy and procedures -Safer recruitment policy 2024 -Music development plan -Supporting pupils with medical conditions policy and procedures -Suspensions and exclusions 2024-25	
10	Attendance	Included in HT Report	
11	Pupil Premium	Included in HT Report	
12	Update on HT recruitment process	Confidential Item	
13	Budget update	Confidential Item	
14	Feedback following ESFA audit	Confidential Item	
15	Any other business	To look at which committees our new governors join. SN- high viz jackets and parking deterrents are now in place to try and stop parking issue at school.	To look at which committees new governors join
16	Future meetings	Teams meeting- Monday 18 th November @ 6:30pm	

Minutes approved by

Elizabeth Mallinson

Chair of Governors

 Elizabeth Mallinson