



TAVISTOCK PRIMARY & NURSERY SCHOOL

Minutes of the Full Governing Board (FGB) Meeting Tuesday 21st January 2025, 6pm, Tavistock Primary and Nursery School

Please note: This meeting is open to the public. Meeting dates are published in the school newsletter and on the website. If you would like to attend, please notify the Clerk to the Governors.

CHAired BY: Sue James	SJ	CLERKED BY: Kirsten Wake	KW
PRESENT: Tim Bonney (TB), Nicky Collett (NC), Pat Dickinson (PD), Pete Easton (PE), Laura Handel (LH), Sue James (SJ), Chrissie Owens (CO), Matt Page (MP), Josie Spooner (JS), Nicole Statton (NS), Kirsten Wake (KW), Karen Wright (KWR)			
APOLOGIES: Nil			
NIL HEARD FROM: Nil			

FG24/25_29	<u>Welcome and Introductions</u> Governors welcomed Clare Lashley. <u>Apologies for absence</u> Nil.	DECISION
FG24/25_30	<u>SENDCO Report</u> CL gave a verbal report to Governors. Governors were invited to send any questions to CL following the meeting. CL to send slides to KW for publication on OneDrive. NS volunteered to meet with CL to provide feedback on the SEND Information Report.	ACTION CL/KW ACTION NS/CL
FG24/25_31	<u>Business/Pecuniary Interest Register</u> None declared. JS reported an interest in the Headteachers report, as a parent of a child in C8.	DECISION
FG24/25_32	<u>Vision – Where are we now?</u> <u>Minutes from the last meeting</u> Minutes were approved and signed by the Chair. Proposed by MP, seconded by TB. <u>Actions from the last meeting:</u> <u>Tuesday 19th November</u> Governors were asked to complete their monitoring reports by the January meeting, so that the next meeting can focus on the Spring Term monitoring. UPDATE 210125: Completed <u>Actions from previous meetings:</u> <u>Tuesday 17th September 2024</u> <u>Review and approval of FGB documents</u> Governors were reminded to complete the following forms either online or using the paper copy in the office. - Register of Business Interests - General Skills Audit - Financial Skills Audit UPDATE 151024: Ongoing. UPDATE 210125: KW to email reminder to governors who have not completed their forms. <u>Tuesday 20th February 2024</u> <u>Vacancies – Staff, Parent, Partnership</u> Partnership governor vacancy. UPDATE 151024: Poster to be designed. UPDATE 210125: c/f	DECISION COMPLETED ACTION KW ACTION KWR



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FG24/25_33	<p><u>Monitoring</u> <u>Autumn Term Monitoring</u> Completed. <u>Spring Term Monitoring</u> Governors were reminded to refer to the Spring Term Monitoring timetable to check their monitoring tasks.</p>	ACTION ALL/ONGOING
FG24/25_34	<p><u>Headteacher's Report</u> Q1. Re: Monitoring form (PD) A1. If you look at YR, 11 are PP. Figures are specifically cohort related. Impact of COVID is ongoing across the school. (LH) NS Questions by email. Appendix 3-Next Steps Q of E 'For some classes, the quality of education was poor. Teaching was not clear, purposeful or building on prior learning.' Q2. What are the plans to ensure the quality of education improves? Q3. How is this going to be monitored? Q4. Are teacher's made aware of the notes in this report or do they have the opportunity for feedback from the advisor? A. The matter is involving one class, to be discussed in Part Two. Appendix 1- Autumn Term Attainment No GDS in year 1. Q5. Is this due to it not being assessed or is this expected with the cohort? How will this look as this cohort moved through the school? A5. LA and DfE now only categorise by emerging or expected. That is why the information is not included in this term. (LH) Meeting minutes moved to PART TWO CONFIDENTIAL. The meeting moved back to PART ONE.</p>	<p>CHALLENGE</p> <p>CHALLENGE CHALLENGE CHALLENGE</p> <p>CHALLENGE</p>
FG24/25_35	<p><u>Benchmarking Data</u> Q10. School spend per pupil. Can you explain the difference between ours and other schools? (SJ) A10. Expenditure on infrastructure and ICT in this school increased due to the changes being made on ICT provision. (KWR)</p>	CHALLENGE
FG24/25_36	<p><u>Partnership Working Update</u> Minutes moved to PART TWO CONFIDENTIAL Minutes moved back to Part One.</p>	
FG24/25_37	<p><u>Policies</u></p> <ul style="list-style-type: none"> • Complaints Policy • Managing serial and unreasonable complaints <p>Governors approved. Proposed by NS. Seconded by PD.</p>	DECISION
FG24/25_38	<p><u>Safeguarding</u></p> <ul style="list-style-type: none"> • One Minute Guides – One Minute Guides No 35 and No 20 • PD confirmed that she has completed the Safeguarding training. 	
	<u>Meeting Closed 19:37</u>	

DATE OF NEXT FGB MEETING: Tuesday 25th February 2025, 6pm, Tavistock Primary and Nursery School

These minutes are agreed

*Without amendment / with the following amendments (*please delete as appropriate):

Signed:

Dated:



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A list of acronyms can be found at <https://www.nga.org.uk/Glossary.aspx>