Chetwynd Junior School
Resources Committee
Minutes

Date: Monday 2nd December 2024 at 5:30pm
Location: Held in school

Governors In Attendance

Stephanie Lawes	Head Teacher (HT)
Phil Sanders (PS)	Chair
Louise Kitson (LK)	
Jodie Marston (JM)	
Nathan Townsend (NT)	
John Waine (JW)	
Aneika Leney (AL)	
Gurbinder Thandi (GT)	
Chris Atkins (CA)	
Steve Mountford (SM)	

Apologies
Greig Shute (GS)

In Attendance

Jacqui Waldron (JWld)	Clerk
Michelle Wallis (MW)	

Meeting actions	Who / Date for completion

Item	Minutes	Action
1.	**Attendance and apologies** CA welcomed governors to the meeting which was quorate throughout. Apologies were received and accepted from GS.	
2.	**Declarations of interest** None declared	
3.	**School refurbishment update** Questions from the Governors were invited. The architects are coming tomorrow (Tuesday 3rd). PS and SM have been present for talks and we've said that the area highlighted is the best to have the car park. The playground is very large, we don't see it being an issue in terms of the numbers of children. OPAL set up doesn't have 2 year groups at a time out there now. We have our amphitheatre and wooden stage in that area. In email communications with the architects, they asked if it was used, and we replied that it was used every day and that we also spent £8k out of our capital budget to repair it. As a school, we cannot afford to replace that type of provision in a different location. Conversation has led to good discussions, and this confirms that we have our preferred option. They are going to extend in the corners of yr6, so classrooms are more even. Plans we had originally made 2 classrooms bigger than the other 2, so we'd have needed bespoke furniture. Governor – Seems like small modification but it's a lot We agree that the carpark has to go where it has been indicated, but we're fighting for money to get replacements of the wooden structures we have now. Governor – It needs to provide the same provision as now	

	Governor – Are they putting in a new retaining wall? Conversation is happening tomorrow. Don't think they will, don't think they have to. No answer until tomorrow. New disabled access spaces are planned. We had a complaint as disabled access was not accessible. Governor – Not really much change is there? Not a great deal, just more children. At the front of the school, the council have proposed poles and canopies but that leads us to having to clean and maintain them. Another proposal was a built-up wooden area. We said as a school we don't feel that outside school we have the budget for something we need to maintain that isn't adding function. Governor – How are the extra kids getting in and out? We asked for the LA to hold a meeting for the two schools together to answer those questions. We had a Teams meeting with Matt Biggs, Mark Everard, and Emma Basildon and I explained, from the start, that's the problem with the current number, and through the process nobody is coming back with an answer. We had a meeting last Friday and asked Matt Biggs to come at 3pm to see what it is like. Constantly having parents fall out and threatening to call police, and residents threatening to block the road. Matt Biggs sent out briefing note that the LA is doing this, not school, and they're going to come and look and think about it. Governor – We've suggested already that Caroline Close needs a traffic light. Told highways would do an assessment originally, but that person has gone. Can we take that back to them? They say we're pushing the problem out to other roads. Governor – Do residents know about the expansion? Yes. There's a link on GH for the council consultation. It's been out for a while. Nicky Green's perspective was - you've not responded to organise a meeting so the local community won't be able to object. Governor – Could you give some of the field over to parking? Governor – There were discussions for a turning space at the front. I don't think there'll be any difference to now with the roundabout. Governor – Cones outside Whitestone have made a difference. We gave them ours and we've asked for bigger ones. One of biggest issues we have is that we were a 4 form before, so they think as it's been done before it can be done again, so can do it now. Governor – Provision for the size of classrooms has changed, so now we have more space than they consider needed.	
4.	**Pupil Premium** The one we had last year has finished, we have to start a new one and review every year. MW presented: We want all children to reach potential. Our 5 areas of focus are; 1 Reading, writing and maths, disadvantaged pupils are not doing as well 2 Poor mental health 3 Speech and language gap, 4 In school support, children to get experiences they would not get the opportunity to normally do 5 Behaviour.	

We want to narrow the gap in attainment, improve mental wellbeing. Ensure SEMH needs are supported. Improve oral language and breadth of experiences.

Activities and strategies have been identified to help narrow gaps.

If we look at outcomes for disadvantaged pupils in 23/4 sats, PP impact is showing difference of only 2% approx. between disadvantaged and non-disadvantaged in RWM. For GPS, only a 0.4% gap. Slim gap of 0.5% in the standard for writing. Larger gap on reading, so we will focus on in the next year to narrow the gap. Maths 3.7% gap.

HT- If you compare to the LA, we are 25% higher than the LA average. Nationally we are over 20% higher than national.

National picture adds in all, it compares to disadvantaged and non-disadvantaged together, so disadvantaged bring down the overall. We are comparing with the two groups, and we don't have any gap high than 5% other than in reading and we will target that area. We are looking at areas such as have children got books at home, have they got facilities to be able to read. Don't want to put pressure on families, so what can we do to close those gaps.

Girls and boys in maths is on a par.

Governor - We did have big gap a few years ago and made phenomenal difference to close that.

HT- Our current yr 6 have high SEND so we know we won't meet same levels as previous years, but I want to reach national and that's what we're aiming for.

The practice in schools means the two groups have same interventions.

Governor - How much are the top coming down to get the bottom up?
They're not. The philosophy is to bring the kids to get to where the average children are. We are building the lowest up from the bottom and raising all of them.

With the RADY program, if a child a comes in at green and another at red, we would place red with green to help get them to same level and provide scaffolds to support the lower attainment.

Governor - Who defines disadvantaged?
Any child that has had a social worker, any child who parents have applied for FSM and been successful, if a child has previously been looked after, if a child has come off FSM for 6 years after.

Governor - It is going to be variable.
Labour are talking to lower the threshold. Schools are having to supplement and support more.

Governor - Need to say to staff that the hard work is seen and is great, they need to keep it up.

Sport Premium

Governor - Green bits are achieved?
Yes, and some carried over to this year.

Swimming is well established with the yr6s. Good links with gymnastics and a lot of our children have gone on to join Nuneaton Gymnastics. We're going to use some for OPAL to replenish and top up equipment. Just about us using it. With the courtyard being tarmacked, it is future proofed in terms of school budget, but we've asked Friends of Chetwynd to look at us getting outdoor gym equipment. Could be we use SP to top up.

5.	**Finance update** Breakdown in the £83k gap explained in the documents. Governor – We're not losing money, just eating up the balance. If we can reduce now then we can benefit in future years. Anything we do earlier will help the future budgets. What HT and team have done, they've cut deficit by 2/3. It's a reasonable position despite the deficit. We're waiting on ECHP plans which is causing a gap. One of the plans was lost in the system which is delaying matters. Just unfortunate that we are waiting as we've had to appoint staff due to needs. The other information is that LSA is leaving on Friday and we're not replacing, so that is an unexpected saving. There are things not in the forecast. We won't know until we meet in the March or June meeting when everything is squared off. In March we'll know more. Governor - Being worked on and shouldn't worry about the red too much yet. Governor - What year does class increase go into? Seems fluid at the minute so hard to budget for future years. If we only get 15 out of the 30, the LA have to fund us in the first 4 years despite gaps, but not in after that. Governor - What if spaces don't get filled? We'd have to apply to reduce PAN. We might have a couple of years with 30+ in classes, however primary school figures show birth rate is falling so a demand decrease expected, but that isn't guaranteed in an area. Governor - If we are in the red in 27/28 then there would be scope to work with the LA. Don't worry about that yet as it could sort itself out. Biggest issue is SEND, we need to get the money back. In terms of staffing, it should balance out. Governor - How much does SEND funding owe you? About £32k on the 3 non-confirmed plan fundings. Compared with other children, looking at £10k each. When we looked at top-ups, those were figures last year and needs have not changed. Governor – They owe us about £45k? Yes, in total. Financially, we're in the finance year but the academic year is different. We start with 2/3 of the budget and end with 1/3 of the next. Governor - Can you confirm we're in a good position compared to others? Yes. A lot are in red already. ECHPs at the moment, we don't have to apply for the top-ups so that issue will have gone away in a few years, and we're on a new system now. SEND is underfunded, so we're working 1:2 and parents have been open to that. Children need to be more independent and not attached to one person as much. When we can see they do not need the 1:1, we don't want to build an attachment we can't sustain. Governor - It's going to be tight financially as we're trying to deliver quality education on a shoe string budget. We have to do so much social working, how can you do that without support staff? We've got children crying every day and the parents are supporting. We do breakfast club and supported entry to school for some children. We need the staff to be able to do that. Governor - Thank you for HT good work, and the team behind it. Lot of people have done good work.	

6.	**Pay Committee Update** DfE document has been updated. Appraisals should no longer be based around performance targets and data. We've ensured it should link to SIP and how teachers feed into that. Setting blank targets doesn't benefit the children. Governor - More likely to achieve what they want to achieve. There is an element around flexible working and paternity. Flex working in a school is very problematic as on 5th day we've still got to pay someone to be there. DfE have advice we can look at in those cases, but it hasn't really changed if a person asked to go to part time hours. If staff are top of teacher scale, if they want to progress, they still have to request that. Governor - If you award a teacher ups, can you take it off them if they don't want to do it? Yes. Same with TLR, we can withdraw responsibilities. When UPS first came out it was very difficult but now with responsibility they can gain it on more specifics. Teachers want to progress and go on to become leaders so get the evidence and experience. We've benefited from teachers with that drive. Got young teachers at the moment that's really useful. Three staff are going up. Updated report is in the folder and the graphs are in there. Got a good balance. Someone made the point that people were identifiable so that's fixed.	
7.	**Health & Safety** Had a security audit but not received the results yet. No massive concerns. Going to look at putting in an electric supply to the pedestrian gate but it's about £15k. If we come in in budget, we can look at this academic year as it's having an impact on staff moral. We're not going to go for gates for the carpark as the LA says they break all the time and will lose money. We're asking for a quote to have a camera as they can't see the gate from the office. We should spend the lump sum of capital on something like that.	
8.	**Policies for review** **Lettings:** Governor - Does the policy reflect the concerns? Not up to now. Don't know what you don't know. Got to be much clearer if we have them back. Governor - Will we apply it to football club? They have to be sent this to get signed. Governor - Should we incorporate something about them not using equipment? That's in now and we say they are taking responsibility for it. Governor - Should we have something in there that says we can stop them using it if there's an issue? Governor - What's the legal issue on this if they cause damage and refuse? Need to check if we have comeback. Governor - Is it based on county model? No, we were given draft and worked on it.	

	Governor - Don't think policy is legally binding, policies not enforceable. Governor - Do football pay? Yes, always very responsive too. Don't want to lose it. It's a well-established club. Governor - Can we get a contract with legal services that we can attach to letters so we have something contractual? **OPAL**: A draft OPAL play policy was reviewed and agreed that it requires developing over the next eighteen months, as the School develops to OPAL programme to provide a varied range of appropriate activities for the development of our pupils.	
9.	**AOB** Goodbye and thank you to Steve as this is his last meeting.	
10.	**Date of next meeting and meeting close** Resources (all Governors) 1st April 2025 17:30.	

Chair of governors

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