Chetwynd Junior School
Resources Focus
Meeting

Date: Monday 16th March at 5:30pm – 7pm
Location: Held in school

Governors In Attendance

Stephanie Lawes (HT)	Head Teacher
Chris Atkins (CA)	
Phil Sanders (PS)	Chair of Resources
Nathan Townsend (NT)	
Louise Kitson (LK)	
Greig Shute (GS)	
Jodie Marston (JM)	
John Waine (JW)	

Apologies
Julie Attwood (JA)
Gurbinder Thandi (GT)

In Attendance

Jacqui Waldron (JWld)	Clerk
Michelle Wallis (MW)	Assistant HT

Meeting actions - https://app.governorhub.com/document/68ed479e44d58d6d792f8332/view

Item	Item for discussion	Action
1.	**Welcome and apologies** Apologies submitted from LK and GT. CA attended online.	
2.	**Declarations of interest** None pertinent.	
3.	**Minutes of previous and actions** Actions all updated with relevant information on the shared action tracker spreadsheet. Minutes agreed as accurate.	
4.	**Finance update and budget approval** **Sign off SFVS** **Benchmarking** Documents were shared with governors in advance of the meeting. **BUDGET:** Following the meeting with the LA, the balance is now in credit for the next 4 years. We feel this is now correct and in line with expected staffing costs and SEND funding. For future years we were recommended to put in an average increase in the future years as opposed to no income which is what was the previous advice. We have three LSAs and this is based on not retaining those staff but we could if funding is available. The financial year and school year run differently so accounting for SEND funding coming in and out is difficult as it occurs mid-year. There are cases where we are told a child is coming to us with an EHCP but then go to a specialist setting, we don't know for sure until July-Sept.	

We have three children that are being put forward for SEN funding which could recoup funding should one or more children we're currently expecting not come to our school in September.

We've been putting approx. £30k in to an energy budget which has had significantly lower spending, so we've adjusted our budget in those areas but allowed a buffer.

We've lowered our cost centre budgets for certain subject areas.

We are meeting with the LA regularly regarding the proposed expansion. Building works are expected to start in the Summer and continue until February. Part of the expansion works we have been assured will involve a repair and refit of our toilets as they are currently in a poor state. This has meant we could reallocate money we would need to spend there ourselves. The LA will also need to buy all the furniture and carpet, this means we will be able to save some money in these areas.

We received a letter last week as Middlemarch are reducing PAN which could cause an issue in the future.

Questions invited.

Governor raised: It's pleasing to see we've managed to make a positive impact.
Reply: Feel we now have a finance officer who has listened and made decisions that have really helped.

BENCHMARKING:
Governor raised: It is surprising to look at our benchmarking regarding staffing costs as this suggests we're below average but this has come up regularly with the LA that we overspend on staff.

Governor asked: Are we disadvantaging pupils if we are spending less than others on average?
Reply: No, we can only spend what we have, and the LA say we are spending a lot on staff. A lot of schools don't have as many LSAs as we do.

Governor asked: Are we doing the breakfast club?
Reply: From September.
Governor asked: Are the government funding it?
Reply: It is only part funded. We're going to have to stop morning clubs with MHR and will need to look at LSAs doing the staffing.
Governor asked: Will we see the proposal?
Reply: Yes, we will bring it to governors.

Governor asked: On catering, it suggests we're spending significantly less than average?
Reply: Yes, not sure on that one.

Our educational supplies is high, this is likely due to our specialised handwriting work books but we are planning to go to normal books as the new programs in place for handwriting.

Because we rent IT supplies, our IT cost is lower so we do have a good amount of equipment but have an ongoing reduced rate. We also get warranties so things get repaired instead of replaced.

Governor asked: Where does software licensing sit?
Reply: Not sure, think it's likely to be on educational supplies.

	Governor raised: We were told by LA we spend a lot on software licenses. **Reply:** We used surplus in subject budget on software licenses for those areas so there was some shifting rather than new spend. **SFVS:** Governors read and agreed. Chair to sign.	
5.	**Governor consortium training** **-What do we need - discussion** Governors attended curriculum training and feedback is that it was really good. The locations and timings have been an issue and we think this could be causing low attendance to the courses. We're suggesting we propose courses that are good for a specific school and others can join but it'll be at the school that selected them. This could also help us achieve more bespoke training for our board and our school. The slides from the curriculum training have been shared with governors.	
6.	**Ofsted Report 27th and 28th January 2026** Report has come through. It isn't yet live as we have 5 days to inform parents. It will be live next week. We now have to publish a QR code which goes to the school's Ofsted page. The school is very proud of it. Governors expressed a similar sentiment. There are only four areas that were raised with negative comments. With MFL we've already started looking at changes to the way it is being taught and how we can supplement the scheme. With analysis, we've already set up a spreadsheet for a behaviour log giving graphs and lines of inquiry so this could be more easily used when someone asks for evidence. The headteacher is receiving some free training on being more strategic to support in this area. We've had some training to start working on further behaviour improvements. We're carrying out additional monitoring and drop ins with staff. Already done work on coaching certain staff regarding learning behaviours. LA are very happy with the report. **Governor asked:** At the end, can you explain the "revised data" for 24/25, will that change to final? It doesn't have the contextual info? **Reply:** It's how they choose to report it but we will direct parents to our SATs reports so they can see the more detailed information. They won't add any contextual information. It won't change in this report. **Governor asked:** Do you have any plans how to share with parents? **Reply:** We're pleased with the report so not sure we need to do too much. We have parents evening so can discuss with them there if they have any questions.	

	We've taken some of the praised comments and including them in the letter going out. We will acknowledge the areas for improvement and highlight the work we're already doing on those.	
7.	**Virtual Schools Audit** Report shared with governors. **Governor asked:** If children are not achieving ARE, are there additional actions for those? **Reply:** For virtual schools we have meetings with the carers and social worked where teachers give the feedback of where they're at and what extra they can have is looked at, such as tutoring, but the nature of children in this category means there are likely to be educational gaps. We also have a high level of SEN need in this group. In recent assessment, 2 of the 3 yr 6 are on track to pass some of their SATs, but as they are not all likely to pass it shows as amber in the report. We have SMART targets going in for children coming to the end of year 6. One year 6, her SDQ was really high and, following trauma training through Virtual Schools, we've mentioned some tips we received there to the social worked and more is already being done to support that child. Governors expressed that it is good to see the good work happening there.	
8.	**Attendance comparison with 20 similar school from the DFE** Attendance has come out really well, we are above national for attendance and below for PA. We have a new report where the DfE have compared us with similar schools. The report has flagged up things that can help take us further. We can see that certain year groups have issues on certain days, and we're already working on those areas. It is providing with different lines of enquiry which is really helpful. Last week we had 37 PA children. Identified 11 between 88 and 90 and, if we can lift those above 90 we will be down to 7%. We're now actively working on those children. We have a child who was taken on holiday for 19 days which means he can never get above 90% now. We also have children who went through hospitalisation. It's about knowing the stories.	
9.	**Policies** All approved. The lead Ofsted inspector gave us a heads up about mobile phone policy as it will be looked at from April. With the new guidance we have the weight to act. We followed what other schools in the areas are doing.	

10.	**Governance Review** Governors had the WGS offering for an ERG shared. The cost of WGS is £1360, the NGA was £2700. Governors elected to go with the LA offering. **Governor raised:** What we get out of it is what we put into it. We need to be upfront and honest. Chair raised: For the next meeting we should start asking questions and looking at what we do, ask questions as a group, and then consider the review. Clerk has shared some useful links and examples.	
11.	**AOB** Training available – There is some free training on cyber security which will be shared amongst governors	
12.	**Date of next meeting** P&S 27th April 5:30pm	

Closed 6.49