

PRESENT: Mark Askew (MA)
Stuart Wood (SW) Chair
Xavier Castelino (XC)
Lydia Clough (LC)
Miriam Ferrer (MF)
Chris Lindley (CL)
Layla Skinns (LS)
Alex Smaridge (AS)
Stephanie Tabram (ST)
Simon Wall (SWa)

APOLOGIES: Liz Harrison (LH)
Henry James (HJ)
Pat Taylor (PT)

IN ATTENDANCE: Stuart Hales (SH) Clerk

Action Log

Item	Action	Resp.
4.	SWa to upload governor visit report to 21.03.22 LGB meeting folder	SWa
4.	MA to liaise with SWa ref. meeting with teachers to discuss instructional coaching	MA/SWa
5.	PowerPoint presentation of children's responses to be uploaded to SharePoint	LC
5.	CL/LS to inform SW when parental survey would be issued to allow him to inform parents of it via a Chairs newsletter	CL/LS/ SW
6.	Governors to review their roles and responsibilities from the SofD at LGB on 21.03.22	ALL
6.	Ofsted Readiness folder to be started on SharePoint	ALL
6.	ST to forward SW a list of potential governors' roles	ST
8.	CL to liaise with IT Dept ref. process of circulating and agreeing policies	CL

No	Description	Resp.
1.	Welcome from the Chair	
	SW welcomed all to the meeting.	
2.	Apologies and Quorum	
	Apologies were received from Liz Harrison (LH), Henry James (HJ) and Pat Taylor (PT) that were accepted by governors and the meeting was quorate.	
3.	Declarations of interest	
	SW advised that 'continuous' declarations would be recorded on the annual declarations of interest document that would be included on the school's website. There would only be a declaration noted in the minutes should a governor have a conflict of interest with an agenda item.	
4.	AIP Monitoring	
	From the schools Academy Improvement Plan, governors briefly updated the LGB on the progress made for each of the five priorities: - Priority 1 Quality of Education – SWa advised of the monitoring he had completed and of the meeting he had had with LC and Cara Hearn to discuss writing and English. He had prepared a governor visit report which he would upload to the 21.03.22 LGB meeting folder. Action: SWa to upload governor visit report to 21.03.22 LGB meeting folder	SWa

Signed By:	Date:

	<p>MA asked whether SWa would like to meet with teachers who had received the instructional coaching? SWa advised he would like to. Action: MA to liaise with SWa ref. meeting with teachers to discuss instructional coaching</p> <p>Priority 2 Behaviour and Attitudes – LS advised she had visited during the autumn term and planned to do a further visit in Spring 2 to focus on the impact of the nurture provision and to also review safeguarding data.</p> <p>Priority 3 Personal Development – CL advised of his monitoring around mental health and AS advised of her monitoring of the progress of the Fen Ditton Awards Scheme and the development of community links.</p> <p>Priority 4 Leadership & Management – XC advised of his monitoring and MA asked whether XC would like to meet with Alice Parker and Cara Hearns who are participating in a NVQ in teaching development course? XC advised he would like to. SW then advised LH was monitoring EAL.</p> <p>Priority 5 Early Years – In HJ’s absence, SW advised HJ had met with Marie Weaver-Smith as EY lead last week.</p> <p>From meeting with teachers last week, SW advised they had spoken positively about the meetings with Governors, and had viewed the meetings as opportunities to discuss developments and improvements to their subjects ahead of an Ofsted inspection.</p>	<p>MA/SWa</p>
<p>5.</p>	<p>Update on school visions</p>	
	<p>Wider Community - SW apologised that he not contacted Horningsea and Fen Ditton Parish Councils as well as Abbey People to seek their views as part of the wider community.</p> <p>Staff/Children – LC advised she had met with Yr5/6 children and shared a PowerPoint presentation of their responses which she briefly went through. Action: PowerPoint presentation of children’s responses to be uploaded to SharePoint</p> <p>LC advised ST and herself still had to seek the views of staff.</p> <p>Parents – LS advised she would meet with CL to agree the questions to be included within a parental survey. A governor queried if there was an upcoming parents evening that LS and CL could participate in to seek their views? MA advised there would be an online one on 1st and 3rd March. He hoped to plan a parents’ forum in Spring 2 which LS and CL would be welcome to attend noting the previous online event had been better attended than those previously held in school. A governor queried if the survey could go out via ParentMail? SW advised he could inform parents when it would be issued within his next Chairs newsletter. Action: CL/LS to inform SW when parental survey would be issued to allow him to inform parents of it via a Chairs newsletter</p> <p>SW asked that all views be obtained by the end of Spring 2 to allow governors to agree the next steps in the summer term.</p>	<p>LC</p> <p>CL/LS/ SW</p>
<p>6.</p>	<p>Ofsted preparations</p>	
	<p>MA shared a PowerPoint presentation titled ‘Governor Ofsted Ready’ and went through it in detail. He suggested that inspectors may be happy to meet online with those governors who were unable to be present during the inspection. He then advised there would be an Ofsted inspection on 1st March for the school’s initial teacher training programme.</p>	

Signed By:	Date:

