



Hazelmere Avenue, Binstead, Isle of Wight, PO33 3SA

01983562341

contactus@binsteadpri.co.uk

www.binsteadpri.co.uk

Headteacher: Mrs R Chessell

Minutes for the Meeting of the Full Governing Board of Binstead Primary School
to be held **at School** on 28.01.2025 at 5.30pm

Governor	Role	
Kate Redrup (KR)	Co-opted Governor/Chair	Finance & FGB
Gemma Cook (GC)	Co-opted Governor/Vice Chair	Finance & FGB
Heidi Bruin (HB)	Staff Governor	FGB
Rebecca Chessell (RC)	Head teacher	Finance & FGB
Charlotte Bowerman (CB)	Parent Governor	FGB
Edward Marsden (EM)	Co-opted Governor	FGB
David Sweet (DS)	Co-opted Governor	FGB
Sarah Rye SR)	Co-opted Governor	Finance & FGB

Angela Dexter (AD) – SBM & Acting Clerk

Decisions **Actions** **Challenge** **Support**

FGB

Presentations

Maths – J Winter (JW)

Actions this year –

1. Continue to develop 4 steps of problem solving (word problems)
 1. Understand
 2. Plan
 3. Do
 4. Review

Process to follow using the steps above, JW has seen evidence in books and spoken to the children. (who are becoming more familiar with the process)

These steps help children become more confident and fluent.

2. Develop fraction sense –

Data shows this is a weaker domain so JW researched and wanted to make it more practical. Links to times tables.

Other information:

Pen portraits - completed after milestone data to show any areas for development.

Solent Maths Hub meetings attended. Will review to see if it is useful to continue.

Ofted inspectors would like the children to be fluent in number bonds – looking to start an incentive (similar to times tables badges) for number bonds.

Data =

KS2 79% ARE+ last year 74%

Greater depth 17% last year 6.5%

MTP check - drop from year before so added into action plan (cohort specific, still gaps in early knowledge from Covid)

Disadvantaged children - not lower ability in maths, children treated according to need and support.

SR - did you introduce Widgits last year?

JW - Yes, children look at vocab pictures to help understand word problems.

Geography – J Winter (JW)

Action –

Assessments - consistent approach needed. Came up when speaking to the Ofsted inspector.

Teachers will give verbal hand over to next year about specific children and the whole class.

Can I remember? style questions are being introduced.

Other information:

Thinking about individual needs when assessing - can they write the answer or is verbal option better.

Field work - focus group and audit completed. Minibus is going to be useful for local outings.

Variation - monitor to make sure support is in place, using Widgit and word maps.

Memory joggers - used at the start of each lesson to review what was learned.

CB - Are you still linking with other subjects?

JW - Yes, maths and science. KS3 onwards link more.

DS - When do they start Geography?

JW - Straight from Reception, look at school grounds then expand as they get older. Local community, Island, Hampshire etc

Governors thanked JW for her presentation.

1	Chair	Approval of the minutes of the last meeting: On Gov Hub - approved
2	Chair	Matters Arising from the minutes of the Previous Meeting / Action log - GC to organise Safeguarding visit.
3	Finance Chair	Finance Update – next meeting. Nothing since last meeting.
4	RC	Headteachers Report/Update - verbal Staffing changes - working well, children settled now. TA same. Some changes to the environment made. SR - Is leadership covered? RC - Yes all ok managing well. Safeguarding - meeting to be arranged with GC . Will go through an anonymised case study and share with governors. No Lado referrals.

		<p>1 member of staff - now working 3 days, working alongside another part time member.</p> <p>KR - Milestone 2? RC - 24th March teacher deadline, 29th April meeting.</p> <p>LLP - 2 weeks ago. Report to be shared when received. Looked at English & Safeguarding. Last visit from JW (Hampshire)</p> <p>LLP for Island will SS (Head currently) BD (Head currently) Waiting for an update from LA to give details on the Improvement offer.</p> <p>GC - Can we find out how much it would be to retain JW as LLP. RC - Yes - look into.</p> <p>KR - School place planning, any children wanting to join school? RC - Yes, only got 1 space in the school at the moment. 36 families showed around for Sep 25. AD – Around 5 applications declined since September as year groups full.</p>
5	Chair	<p>Safeguarding Updates Will have more details in the next meeting.</p>
6	Chair	<p>Health, Safety & Wellbeing Updates H&S Audit due in March.</p> <p>KR - How are staff with changes? RC - Reception staff more than others.</p>
7	Chair	<p>Governor Matters, Reports & Training a) Training & Development - none b) Feedback from Official Complaints - none</p> <p>Attendance Governor (HB) verbal report following visit. Meeting with Attendance officer (FLO) about when absences are authorised. Some teething problems with Arbor regarding attendance marks as teacher can change after Office inputs details – Office are now checking daily.</p> <p>Attendance checks happening: Weekly – any pupil under 95% - phone call home. If 90% or less, asked in for a meeting. Hand deliver letters (if we think the children are on holiday) to ask to contact school with specific details.</p> <p>16 families where children are under 90% (persistently absent) 2 reduced timetable children, 3 medical, 1 family already affected by the 10 week rule.</p>

		<p>Picked 2 children to drill down. 1 going to the attendance panel. 1 improved.</p> <p>CB - Any trends? RC - Some 2 week holidays (effect as only 1 main term) HB – Yes, some always certain days.</p> <p>CB - What is it year on year? RC - Last year ended around 96%</p> <p>KR – Has the new absence ruling affected holiday requests? RC - will not make any difference (we feel) More holidays this year than last due to the week in June not being authorised by LA.</p>
8	Clerk	<p>Clerk (Updates, if any) All emails are shared from Di Hiscock please ensure you are reading them.</p>
9	Chair	<p>Policies for review – these are on the Governor Hub LA Policies – Attendance Flexible Retirement</p> <p>School Policies - Accessibility EYFS Behaviour - date of review needs changing Bring your own device (BYOD)</p> <p>KR - Following on Lockdown - any changes to be made? RC - Spoken with other Head Teachers, most similar to us.</p> <p>All other policies - approved</p>
10	Clerk/ Chair	<p>Correspondence None</p>
11	Chair	<p>Impact of the meeting (i) What was the impact of the meeting? Lead presentation informative</p> <p>(ii) What difference has the meeting made? Attendance information useful to understand implications and time taken to chase families.</p>
12	Clerk	<p>Dates of the next meetings: 04.03.2025 including Finance</p>
13	Chair/ Clerk	<p>Any Other Business: Exclusions - RC spoken with KR before.</p>

		<p>CB - Is the suggestion box new? Yes. school council initiative. First time so not opened to review yet.</p> <p>SR - Do you buy into Education and Inclusion? RC - No, but they do pick up year 6 children. We are confident in our procedures.</p> <p>SR - Any year group worse than others for attendance? RC - Reception (under 5's)</p>
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Meeting finished 18:45

2025 Action Log

Item	Action:	Assigned to:	Status:
1	Policies to be reviewed – checklist, ensure front cover with date amended.	AD/RC/SH	Ongoing
2	Clerk to contact Iain Dore (Councillor) to find us a Local Authority Governor	AD	Awaiting Place planning outcomes due to Oakfield
3	GC Safeguarding visit	GC	Monday 3rd 2pm