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Headteacher: Mrs R Chessell

Agenda for the Meeting of the Full Governing Board of Binstead Primary School  
to be held **at School** on 5<sup>th</sup> December 2023 at 5.30pm NO FINANCE

<b>Governor</b>	<b>Role</b>	
Kate Redrup	Co-opted Governor/Chair	Finance & FGB
Gemma Cook	Co-opted Governor/Vice Chair	Finance & FGB
Heidi Bruin	Staff Governor	FGB
Rebecca Chessell	Headteacher	Finance & FGB
Charlotte Bowerman	Parent Governor	FGB
Edward Marsden	Co-opted Governor	FGB
Sarah Rye	Co-opted Governor	Finance & FGB

Angela Dexter – SBM & Acting Clerk

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

**FGB**

**Apologies** Ed & Charlotte

**Lead teacher Presentations:**

**SEN -Mr Harris**

SEN Info shared on Gov hub prior to the meeting.

SH – anything Gov want to know?

**KR – Overview of current situation please.**

SEN as a whole 15.4% on register (IW average 12.7, National 11.9%) we are above national  
4.3% of school have EHCP (IW 4.4%, National 3.1%) another 1 to be added.

56% - Communication & Interaction

17% - Sensory/physical

27% - SEMH (risen since Covid)

19% Girls / 81% Boys

SEN register in school doubles in last 4 years.

**KR – Are those increases comparable to IW/National?**

SH – do not know official figures but yes national trend.

4/5 children per year group across school. Max 2 in class with EHCP.

Challenges we face are significant need of those with EHCP. 6/9 require 1-1 support all day long including break and lunch. TA time used, impact on budget as we have to provide first £6k. TA's roughly cost school around £18k with on costs, we actually get £4.5k plus EHCP max top up £6k. We

are not actually allowed to discuss money with parents, cannot say we can't meet their child's needs.

FLO is helping, LA no longer provide this service, schools have to do this themselves.  
Support not always just for the classroom. Difficult on IW to get right support.

**HB – Do we get any extra funding for those n SEN reg without EHCP?**

SH – No, this would be under the £6k we have to fund ourselves. Need to show you are spending more than £6k for a long period of time. Parent expectation needs to be managed as budget does not meet needs.

PBS have confirmed we do as much as we can in a mainstream school.

33% of children on SEN register should make age related expectation!!!!  
46% of register are ARE Reading / 40% maths / 14% Writing

SH has spoken with LLP to develop strategies to increase this. Working with English lead in school. Increase opportunities to write (Less writing in Covid) Stamina for writing is less since Covid across whole school.

TA's without 1-1 run Little Wandle sessions throughout the year for rest of the class (interventions)  
TA runs speech and language sessions. Elklan trained. No other support available.  
Local Speech and Language do come in every term to talk to SENDCO but only for those with EHCP.

Widgit programme produces a visual for any word, timetable, social stories. Children can also be involved and ask for visuals.

Safe zones – in the school.

Elsa support and play therapy – bought in from third party. FLO also being trained for ELSA support.  
ED Psychology called in to assist if needed (SLA in place) only a few hours a year.

SEN Support working below age – SEN tracker in place to give parents more information. Shows the areas they need support and those they have improved. May be group work by TA or Teacher can teach split classes based on needs.

Classroom suggestion sheet – replaced pupil passport. SENDCO will update this according to what the child needs i.e. Sensory break. Updated by teacher once a term then given back to Sendco to review and reissue. Might remove task if not helping child.

**SR – Is there proportionate behaviour points for SEN children?**

RC – No, different reward/sanction system for SEN children. SEN guidelines to follow.

SH – Are they in control of their actions? Need to have a conversation later in the day when calm.

Refresher Trauma and Attachment training for staff – Nov 2023

**Maths – Miss Wilkins**

**Action Plan and Strengths/ Areas for Development shared (on Gov Hub)**

Jo went through the action plan.

Following a learning walk by Miss Wilkins - Maths not as evident as other subjects.

**KR – What are Widgit symbols?** – Shown in year 6 classroom where meeting was being held.  
Widgit symbols also being used across other subjects.

Last year action plan was to make sure problem solving being used for all not just greater depth – JW could see this in her learning walk so created new action plan.

Problem Solving Action - Understand / Plan / Do / Review

Following maths meeting – Miss Wilkins has introduced a new approach for word problems – she needs to follow this up with other teachers. She has begun this in her own class, learning from her own class to develop best way of working.

**KR – Is it just Year 6 that algebra is introduced** – No, concept taught from Reception (missing numbers). Misconception that Algebra is hard. Calling it “Algebra” from KS1. Talk about “Balancing equations” which is the same as =

More of a panic in year 6 as words not numbers, so focusing on this earlier in the curriculum.

Strengths – Teaching, Books and Data.

**SR – What’s the I See Reasoning?**

JW – Problem solving programme used by teachers, used different maths heuristics (ways to solve problems) i.e. true or false.

**GC – What does Stickers match the tasks mean?**

JW – Stickers in books with the task for each challenge that show objective. Teachers will highlight when marking

**SR – MTC?**

JW – Multiplication Tables Check – Yr4 above average for 2023 test.

Times Table drive in school, want to practice and win a times table gold badge and other badges in class. Children determined to get the “Gold badge” by end of year 6.

**GC – Data below IW and National.**

JW – Yes explained

**GC – Any focus to increase Greater Depth?**

JW – Yes feel problems solving and algebra will help.

## **Geography – Miss Wilkins**

Action Plan shared – On Gov Hub

Develop recall knowledge from previous years. Children were able to recall this year’s knowledge but not necessarily from previous years.

Use Memory joggers at the beginning of lessons and topics.

Next monitoring will be to ask again.

Focus on fieldwork – remind teachers what fieldwork needs to be completed, JW member of focus groups across others schools to get ideas.

Geography not always on timetable as sits opposite History each half term.

IOW Geographer used – she has steps for fieldwork that can be used each time. Fieldwork, data collection & Hypothesis.

**SR – Are there links with science?**

JW – yes sometimes, rivers/water cycle. More KS3 than primary.

Ensure variation to ensure teachers think about bottom 20%, SEN and greater depth. Widgit symbols good for vocab for bottom 20%.

JW needs to monitor once geography the focus. Second half of Autumn term.

1	<b>Chair</b>	Approval of the minutes of the last meeting: Approved by all
2	<b>Chair</b>	Matters Arising from the minutes of the Previous Meeting / Action log See below
3	<b>RC</b>	Head teachers Report / School development plan Will be uploaded to hub in the next few weeks. Ask questions via hub and RC will respond.  GC – When are we getting milestone data? RC – will be uploaded with Dev Plan
4	<b>Chair</b>	Governor Monitoring Cycle / Action Planning January 2024 SR – Maths KR – English GC – Pupil Premium
5	<b>Chair</b>	Safeguarding Updates GC to look at CPOM's and look at data with RC & MP All staff have access to log a concern
6	<b>Chair</b>	Health & Safety & Wellbeing Updates Audit in Jan 2024
7	<b>Chair</b>	Governor Matters, Reports & Training CB – Holding Leaders to Account training summary: Refresher on purpose & objectives of the governing board including operational (recruitment etc) vs strategic activities (monitoring trends, ensuring evaluation and actions/improvement in place are having an impact, ensuring value for money)  <ul style="list-style-type: none"> <li>• Importance of triangulation (internal, external, GB) with reliable evidence</li> <li>• Support on how to interrogate information shared, including SEF/SIP reviews and how to effectively question the SLT and hold them to account</li> <li>• Thinking about how to communicate effectively, including non-verbal cues and the importance of active listening, tone and style</li> <li>• Importance of celebrating successes</li> <li>• Fostering a collaborative relationship of "us" not "us vs them"</li> </ul> <p>2 suggestions in the room that I took away as potential helpful actions for us:</p> <ol style="list-style-type: none"> <li>1. Including a "glossary of terms" within the agenda/ minutes to support full understanding of all education sector terminology that may not be familiar to all and can easily be forgotten.</li> </ol> <p>RC – List of acronyms could be added to Governor induction pack</p> <p>2. Seeking additional governor support through advertising/ asking local rotary members or via churches where there is potentially a higher pool of people with additional free time (ie non-working/retirees)</p> <p>RC – done in the past. Governor services do help. Possible Community Facebook page. KR – Need Local Authority Governor.</p>

		<p><b>SR – Strategic Leadership 16/11</b>  About schools looking at building vision and mission and how embedded within school.  RC – will share intent and implementation document of all we do.</p> <p><b>SR - Tackling bullying in schools as a Governor 30/10</b>  All staff including Governors definition of bullying:  S – Several / T – Times / O – On / P – Purpose  Assigned Governor for Bullying – We include in Safeguarding Gov role and will include in Safeguarding meeting to review CPOMS.</p>
8	<b>Chair</b>	Policies for review – these are on the Governor Hub LA Policies – Attendance Policy – 5.2 should say 8.45 not 7.45 Child Missing Education Guidance IOW Code of Conduct (Attendance) Agreed to adopt
9	<b>Chair</b>	Impact of the meeting (i) What was the impact of the meeting? Improved knowledge of Maths, Geography and SEN. Areas to focus on monitoring visit. (ii) What difference has the meeting made? More aware of what school are doing to support bottom 20%
10	<b>Clerk</b>	Dates of the next meetings: 06/02/24. 19/03/24 (Finance only). 26/03/24 21/05/24. 02/07/24. 9/7/24
11	<b>Chair/ Clerk</b>	Any Other Business RC – Awarded some funding following a reading audit – agreed. Buying Little Wandle phonics books and resources.  Finance – 19.03.24 26.03.24 – Add EYFS  KR Health check review – Having <i>looked at the health check questionnaire, I've added some initial thoughts so that they are down on paper as it were. However, would it be possible to:</i>  *Get a view on how staff CPD is supported, particularly for areas outside of their own expertise.  CPD support for Staff – RC to create a list and share CPD – meetings leaders attend (see lead presentations)  *How pupils' knowledge of the school values, etc. is measured  Governors to ask when doing monitoring visits.

	<p><i>*Have an update on how teaching is adapted to suit all pupils' needs (might be interesting to discuss with this session's subject leads when we view the learning journals)</i></p> <p>Teaching adapted – see lead presentations</p> <p><i>* How is pupils' physical and mental health evidenced and how is the new FLO helping with this? E.g., resilience, respect, etc.</i></p> <p><i>Pupil Physical &amp; Mental Health – not measured but implemented and aided by FLO.</i></p> <p><i>* Discussion in the meeting to ensure all governors are aware of the process if they identify a cause for concern within leadership</i></p> <p>Cause for concern – if not RC then go to RC, if RC then KR.</p> <p>GC &amp; SR attended a meeting with LLPR – summary:  Positive, focus on SEN in particular EHCP provision and support.  Pleased with progress of Yr3 in particular (currently have 2 teachers)</p> <p>Head Performance Management – completed, objectives met last year and more set for next year. Mid-year review to be put in place. Coaching training being looked into. Assisting and supporting other schools.</p>
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### 2023 Action Log

Item	Action:	Assigned to:	Status:
1	Policies to be reviewed – checklist, ensure front cover with date amended.	AD/RC	Ongoing
2	Declaration of Pecuniary Interest – Gov to update via Hub & AD to check	All	To get updated
3	Development Plan – update due Dec 2023	RC	ongoing
4	Monitoring visit pro-forma – put blank copy on Gov hub	AD	To do
5	Acronym list for Governor induction	AD	Create
6	Governor Advert to be created to share	AD	To do
7	Clerk to contact Iain Dore (Councillor) for a Local Authority Governor	AD	To do

Approved at FGB 06/02/2024