

Minutes of a meeting of the Full Governing Body of Wimbledon Chase Primary School
("FGB") Wimbledon Chase Primary School, Merton Hall Road, London, SW19 3QB
on Tuesday, 20 September 2022 at 19.00hrs

Present:	K Ellis (Headteacher) T Jeans (Chair – Parent Governor) D Urquhart (Co-opted Governor) N Soysal (Parent Governor) T Theodoratou (Parent Governor) (Virtual) J Fuller (Parent Governor) A Hamilton (Co-opted Governor) C Burnett (Co-opted Governor) M Fernando (Co-opted Governor) S Furlong-Beaumont (Co-opted Governor)
Others in attendance:	K Baker (Associate Member) S Dotchin – Clerk
Apologies:	N Byford-Guy (Staff Governor) J Hearn (Co-opted Governor) S Grocott (LA Governor) M Gilchrist (Associate Governor) – virtual 7.50pm
Absence:	
Quorum:	Yes

1. OPENING/QUORUM/APOLOGIES

**ACTION
NUMBER**

The Chair opened the meeting and declared that a quorum was present.

2. DECLARATION OF INTERESTS

SFB declared that her husband runs an extra-curricular at the school.

3. ADHERENCE TO THE EQUALITIES STATEMENT

The Equalities policy was considered, no exceptions were identified and it was confirmed as being adhered to.

4. GOVERNING BODY MEMBERSHIP

- Election of chair/vice chair – POSTONED UNTIL NEXT MEETING (dates to be checked) **ACTION 14.1**
- DU – end of term of office. DU told the governing body that he is stepping down from his role. Governors thanked DU for contributions and for being such an active participant of the board. DU said that he feels the school is in a safe and secure place as he steps down. Governors discussed the vacancy DU will leave – Maths and

Safeguarding link roles. Members were asked to consider these areas; DU will have a handover with new link. DU will ensure this is done before leaving the board. Governors agreed unanimously to agree to extend DU's membership until handover of link areas is completed. FGB to be emailed re vacancy.

ACTION 14.2

- RK (associate governor) – end of term of office. Governors noted thanks to RK for her support. End of membership letter to be sent.
- Co-opted vacancies – Governors discussed other strategies to consider for recruitment, e.g LinkedIn
- Committee changes – none

ACTION 14.3

5. APPROVAL OF MINUTES

Governors reviewed and approved minutes dated 21 June 2022

6. MATTERS ARISING

- GDPRIS training – link re activated and sent to governors
- Date for Meet the Governor – Governors agreed that they would come to the upcoming Parent Consultation Evenings, in a meet the governor capacity. Dates to be circulated

7. HEADTEACHER'S REPORT

School Priorities

KE shared a summary of last year's school priorities and how these have supported and informed the new priorities for 2022-23.

Oracy

- Little Wandle Scheme purchased
- New school library

KE summarised work that has been achieved on the on Cornerstones Curriculum and how this is now embedded into the daily planning.

7.50pm MG joined meeting

KE shared this year's school priorities with the committee and discussed the areas the development.

PRIORITIES FOR 2022-23	
Quality of Education	To enhance the quality of teaching and learning of Reading and Writing by focussing specifically on phonics, Whole Class Reading, Grammar, Punctuation

	and Spelling, and handwriting so that pupils, especially those children with SEND, those at WTS and the lowest 20% make better than good progress.
	To embed and enhance the use of oracy in class to support pupils' learning and progress in all subjects, resulting in improved confidence, communication and collaboration skills alongside enhanced assimilation of knowledge and understanding for all.
	To increase the number of children working at Greater Depth across the curriculum through reinvigorating questioning skills and enriching the provision of challenging learning opportunities.
Behaviour and Attitudes	To promote the school's Cornerstones Curriculum values to support all children to become resilient and positive learners, whilst showing excellent behaviour on their journey to be responsible citizens at all levels of life.
Personal Development	To continue to actively promote all aspects of pupils' and staffs' welfare including mental wellbeing.
Leadership and Management	For subject leaders to continue to enhance and enrich their WCPS curriculum areas by improving teaching, learning and assessment, focussing particularly on the level of challenge and support and ensuring the WCPS Cornerstones are fully embedded.
	For the school to build on parental engagement so that parents understand how to and feel better able to support their child's learning and development.

Governors asked how Leadership and Management would achieve their areas. KE explained that they will:

- Manage teacher workload
- Allocate time to further develop subject areas
- Facilitate time with SENDco for support with paperwork

Governors asked that link governors for curriculum areas be advised of anything they can do to support with this.

KE informed governors that already the Online Safety learning necessary is being allocated within teacher's directed time. Governors discussed the implications of the Online Safety bill currently before parliament and how that this should and will be a priority for the whole school community. Governors deliberated how this can be achieved.

Governors asked if the Rights respecting School's information would be reflected in the behaviour Policy. KE said this is currently being reviewed for this purpose; information will also be included in the Home School Agreement.

Governors asked how the Cornerstone Curriculum had been developed. KE explained that teachers had worked together to develop the cornerstones and their values. Now as part of the monitoring schedule they analyse how they link with learning objectives. Parent governors reported good feedback from their children.

8. CHAIR UPDATE

School Uniform Policy (new statutory policy)

TJ explained that KE had conducted a benchmarking activity amongst the cluster school group and that Wimbledon Chase have one of the more economically priced uniforms. PE t-shirts cost was a consideration to be looked into in the future.

From an ECO perspective school is looking at extra opportunities to sell pre-used uniform, The Friends have offered to support with this.

The school already provided free pre-used uniform where there is known hardship.

Governors agreed to ratify the policy unanimously.

Governors were asked to re- agree the Governors Code of Conduct for the new academic year 2022.23, this was agreed unanimously.

9. CHAIR OF COMMITTEE REPORTS

Pay Committee

TJ informed governors of an extraordinary meeting of the Pay Committee (June 2022).

KE called this meeting to discuss a small restructure of the Senior Leadership team. Since JA had left the school the previous 3 Assistant Headteachers had all been Acting Deputy Headteachers, during the recruitment for Headteacher and since. Although the team works well KE now feels the school needs someone who will take over as assessment lead, data analysis with minimum financial impact to the budget. This slight restructure will mean that one of the team becomes a full time deputy with two reverting back to Assistant Headteachers.

KE has consulted with Merton HR department and the school's MEP to seek the best way to do this.

The Pay Committee felt that due diligence had been completed.

KE said that he will be advertising and inviting applicants for the position shortly and asked for a governor to support the interview process/panel.

POLICIES TO BE RATIFIED

School Uniform Policy – see above

10. COMPLAINTS

None to report.

11. CONFIDENTIAL MATTERS

None

12. AOB

Covid message (government guidance) continues to be shared with the school community – parents have been supportive of the present guidelines, stay at home if you have any respiratory illness.

13. MEETING CLOSE

There being no more areas for discussion, chair closed the meeting at 9.00pm

Date of next meeting – 29 November 2022, 7pm

CHAIR - SIGNATURE.....

CHAIR - NAME.....

DATE:

Meeting 20102022/14

Meeting Number/ Action Number	Action	Person/s Responsible
14.1	Chair and vice chair election dates TBC	SD/TJ COMPLETED no action needed
14.2	Governors to be emailed asking them to consider the link vacancies	TJ COMPLETED
14.3	Letter to RK	SD/TJ COMPLETED

Meeting Number/ Action Number	Action	Person/s Responsible
13.1	Dates for Meet the Governor Event	SD

		COMPLETED
13.2	GDPR training	All Governors