



ST. STEPHEN'S CHURCH OF ENGLAND JUNIOR SCHOOL

Headteacher: Louisa Wilson

Deputy Head: Rosie Cook

South Gloucestershire Council



**'Learning to change the World'**  
**'Act justly, love mercy and walk humbly with your God'**  
**Micah 6:8**

**Meeting of the Full Governing Body (FGB)**  
**Wednesday 18 October 2023 at 5.30 pm**

**Present:** Nick Cullimore-Davies (NC-D), Ian Childs (IC), Rev Lisa Wigmore (LW), Henry Lawes (HL), Rosie Cook (RC) and Louisa Wilson (Ht- Headteacher)

**In Attendance:** Rachael Simeone (RS - Clerk) and Zoe Edwards (ZE) for items 5-7.

Note: Documents referenced as 'on file' can be found on 'Team Drives /Governors Cloud / 2023 - 2024 School Year/Meetings/Full Governing Body/ 2023 – 18 October.

Item		Action by
1	<p><b>Welcome, Prayer and Introductions</b></p> <p>NCD welcomed all to the meeting. LW led Governors in prayer.</p> <p>RS noted the resignations of both Pam Cosh and Ellie Langdon since the last meeting.</p>	
2	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Natalie James (NJ) and Kristina Parfrey (KP).</p> <p>Quorum status was confirmed.</p>	
3	<p><b>Declaration of Pecuniary Interests relating to agenda items</b></p> <p>No one present expressed any pecuniary or business interests in any agenda item.</p>	
4	<p><b>Minutes of the last meeting, incomplete actions and matters arising</b></p> <p>The minutes of the meeting held 13 September 2023 (copy on file) were agreed as a correct record and NCD authorized the inclusion of his digital signature. Copy to be sent to Governor Services and placed on the school website.</p> <p>The following outstanding actions were resolved;</p> <p><u>Prayer Corner</u> – Ht noted that the prayer corner was currently out of action due to the heating works. Any review would be deferred and the item would be removed from the agenda.</p> <p><u>Actions from staff survey</u> – Ht noted that actions had been communicated to all staff.</p> <p>The following outstanding actions were to be addressed;</p> <p><u>Writing apps</u> – Ht noted that Georgie Davies was still researching and costing apps. Ht will chase progress with her.</p> <p><u>KCSIE</u> – Staff members confirmed that they had already completed this exercise. Any other Governors who were yet to complete the document should complete it asap.</p>	<p>RS</p> <p>Ht</p> <p>HL/NJ</p>

5	<p><b>Filtering and Monitoring presentation</b></p> <p>ZE advised Governors that a new system called Classroom Cloud has recently been adopted by the school. Monitoring will initially be reviewed on a termly basis by the SLT. Governors will continue to review annually, although credentials will be created for all Governors and they will be able to assess any risks on an adhoc basis.</p> <p><b>IC asked for clarification about the concerns.</b> ZE gave an illustration. <b>RC asked if this would replace Google Classroom.</b> ZE confirmed that this would work alongside it. It monitors viewed websites as well as typing in search engines etc. <b>LW asked how it kept up with any new slang etc.</b> This was centrally updated.</p> <p>Governors agreed that this would be an effective tool and could be part of a future Governor visit to see it in action. <b>HL asked how it interacts with other systems.</b> ZE noted that everything recorded could be exported to CPOMS as required.</p> <p>Ht noted that once rolled out there may be a large number of entries as the children 'test' the system. HL welcomed being able to identify any patterns in online behavior.</p>	
6	<p><b>Online Safety Report</b></p> <p>A report was not currently available due to switch to the new systems.</p>	
7	<p><b>Girls Maths Report</b></p> <p>ZE presented data showing the current year 6, with a comparison of the baseline and summer scores of boys and girls. Governors noted the drop in 2021/22 due to staffing issues. Data confirmed that the gap between boys and girls was closing. Year 5 data was less positive. ZE noted that embedding factual fluency was taking some time.</p> <p><b>NCD asked if it was our aspiration to close the gap between boys and girls in Maths.</b> ZE felt that this was achievable. Ht highlighted that ZE was qualified as a maths mastery specialist with the Boolean Maths Hub. Governors were impressed by the variety of approaches in the teaching of maths. Lots of work was being done to address gaps in knowledge to improve confidence. TT Rockstars highlighted areas of weakness on heat maps and Google Classroom homework was also planned around gaps.</p> <p>Regular short workshops for parents to help support children by reducing the number of parents who felt that their lack of maths knowledge impacted their child's learning. Bakery workshops had been really successful last year in encouraging children and parents to work together with some practical maths.</p> <p>ZE highlighted her last professional growth project 'Rekenreks'. She has taken a group of 5 girls who had historically underperformed, with low confidence in maths. Using this intervention the girls involved made on average 4 points progress.</p> <p><b>HL questioned why more interventions could not be done if they had been so effective.</b> ZE noted that this was a matter of capacity and resources. <b>NCD noted that Maths was no longer on the SDP and questioned whether it</b></p>	



	<p><b>should be there.</b> Governors agreed to add gender equality in Maths to the SDP and monitor the progress. Governors also supported the £270 funding of maths resources for Rekenreks. Ht would review the budget to ensure that these could be funded.</p> <p><i>ZE left the meeting</i></p>	<p>Ht</p> <p>Ht</p>
8	<p><b>Post Ofsted feedback</b></p> <p>Ht started by thanking Governors for their participation in the Ofsted inspection and praised them for showing such progress in their improvement objectives.</p> <p>Ht confirmed that the judgment had been that SSJS was a 'Good' school. The range of quality within the 'Good' judgment was large and so Governors had asked for some clarification about the strength of the school. An unofficial strong good was advised by inspectors.</p> <p><u>Areas for improvement</u> – It was noted by inspectors that our curriculum was at an early stage in some foundation subjects. The curriculum for these subjects should be fully and effectively implemented. Feedback from Ofsted will be included in the updated SDP.</p> <p>The final report was expected during the half term break. Ht will draft a letter to the parent community with input from NCD. This letter would accompany the report when it is made available to parents. It was important to highlight that this rating was not a backwards step for the school, as the criteria for achieving an Outstanding rating was now very different to when it was awarded to the school back in 2015.</p>	<p>Ht</p> <p>Ht/NCD</p>
9	<p><b>LAC report</b></p> <p>Ht advised that there were currently 3 looked after children at the school (2 from South Gloucestershire and 1 from Bristol). PEP reviews were coming up. One family is receiving continued support that they requested post LAC.</p> <p>A looked after child who recently left the school did very well in their SATs.</p>	
10	<p><b>Pupil Premium spending</b></p> <p>This item was deferred to the November meeting</p>	
11	<p><b>Safeguarding Update</b></p> <p>IC reported that two children have been on a part time timetable. One has now been permanently excluded from the school and is now in Pathways Learning Centre. The other remains on a part-time timetable for a maximum of 6 weeks with measures in place to further support the child.</p> <p>Governors were required to convene a permanent exclusion hearing. RS was making arrangements for this. Availability was provided by Governors. Documentation must be available for all parties to review 5 working days ahead of this meeting. Amanda Lowe from the LA had been invited and had also offered to meet with Governors ahead of the planned meeting to run through the theory and process of permanent exclusions hearings.</p> <p>Post Meeting Note: Permanent exclusion hearing scheduled for Wednesday 1<sup>st</sup></p>	<p>RS</p>

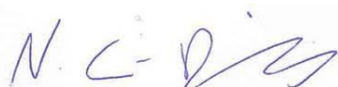




	The following policies had not yet been reviewed and would be deferred to the next meeting; <ul style="list-style-type: none"> <li>• Accessibility</li> </ul>	
16	<p><b>Any Other Business</b></p> <p>Parent Governor – Following the retirement of EL the parent governor vacancy should be advertised to the parent community.</p> <p>No other business was discussed. The meeting closed at 7.30pm</p>	RS
17	<p><b>Date of next meeting</b></p> <p>Date of next meeting confirmed as 29 November 2023 at 4.30 pm. This meeting will be planned as a face to face meeting following a Governor visit.</p> <p>Apologies were received from HL and IC for this meeting.</p>	

These minutes have been agreed as an accurate account of the meeting of the Full Governing Body of Stephen's Church of England Junior School.

Signed:



Date:

29 November 2023

## Summary of Priorities

### POST OFSTED ACTION PLAN

- A1:** Clarify the role and expectations of leaders of subjects
- A2:** Identify key content and knowledge and have clear vision of when this should be taught
- A3:** Develop the use of assessment in wider curriculum learning
- A4:** Develop a strong team of governors who share the same vision and understanding of how the curriculum is delivered

### SCHOOL IMPROVEMENT PLAN

- 1.1** Develop pedagogy for teaching the wider curriculum
- 1.2** Introduce Little Wandle Phonics Scheme
- 1.3** Become an Oracy driven school (**Year 2 of 2**)



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**1.4 Reorganise the maths curriculum (Year 2 of 2)**

**2.1 Introduce Metacogs (Year 2 of 2)**

**3.1 Implement an action plan to become a recognised Mentally Healthy school**

**4.1 Establish protocols and policies recommended by the Education Staff Well - being charter**



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