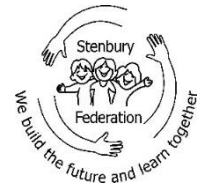


# STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow  
Chair of Governors: Mrs D Barker



**Chillerton & Rookley Primary**  
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**Godshill Primary**  
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## MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD AT VIRTUALLY ON WEDNESDAY, 8<sup>th</sup> February 2023 COMMENCING AT 5.30pm.

### Membership:

Di Barker (DB) Chair Local Authority Governor  
Kate Green (KG) Co-opted Governor  
Neil Jackson (NJ) Co-opted Governor  
Polly Smith (PS) Staff Governor

Mark Snow (MS) Interim Exec HT – Godshill/C&R  
Angela Dexter (AD) Co-opted Governor  
Nicole Sturgess (NS) Parent Governor

Suzie Ellis (SE) Associate Governor

Also in attendance - Leigh Mannix Clerk

*The Meeting was quorate with 7 in attendance – current membership is 7*

**Vacancies:** 2 x Co-opted Governor & 1 x Parent Governor

**Key:** Challenge, Support, Ring-Fenced, Decision, Action

Item	Minute	Action	By
1	6	KG to look at the Online Safety Policy and to send any amendments to LM.	KG
2	10	KG agreed to come and introduce herself to KW (SBM) to look at Health & Safety	KG
3	11	The draft Online Safety Policy needed some slight amendments with wording. KG offered to highlight changes and email amended policy to LM.	KG

		ACTIONS
<p><b><u>Governor Training:</u></b>  <b>Holding Leaders to Account (Webinar) with Jane Wilson LLPR – 5:30-7:30pm (Powerpoint in the minute book)</b>            The aim of the training was to ensure Governors were confident in their role to support, monitor and challenge.            Questions Governors need to be thinking of are; Have you got the best value? How do you know?            What is the schools vision?            To remember that data cannot be used for everything and to think about priorities.            To talk and monitor the SL team and subject leads, making effective use Governors powers to delegate, have a strong focus on the outcomes for all children, monitor that real and timely progress is being made in delivering planned actions, evaluate that plans are having a positive impact on pupils outcomes, scrutinise that money is being used effectively on the agreed policies and to ensure that statutory responsibilities are being met.            The SIP would show the pathway to achieve the vision and value, this underpins the strategic planning to get vision into a reality.            It was suggested to be a good idea to send any questions for MS prior to the meetings as Governors must be responsive and to show that discussions have taken place in light of emerging issues.            Robust/challenging questioning to be around pupil progress, safeguarding, attendance, behaviour and the use of additional funding i.e. SEND, PP etc.            To celebrate successes and have the spirit of “us”, not “us and them”.</p>		

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

*Diane Barker*

19.04.23

Signed.....Chair/Vice-Chair Date.....

1	<p><b><u>Apologies &amp; Welcome</u></b></p> <p>Apologies: N Jackson</p>	Accepted
2	<p><b><u>Declaration of Pecuniary Interest</u></b></p> <p>DB declared that she is also a Governor at Barton Primary School and be a link between the Governing Bodies.</p> <p>MS declared he was the Headteacher at Barton Primary School.</p> <p>AD declared that she is the SBM for Binstead Primary School and PTA Treasurer Gurnard Primary</p> <p>NS is part of the Youth Offending Team</p> <p>SE is a local councillor for Central Rural</p> <p><b>It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting.</b></p> <p>No further declarations were made in relation to the agenda items.</p>	
3	<p><b><u>Order of Business</u></b></p> <p>As agenda</p>	
4	<p><b><u>Finance Reports</u></b></p> <p>MS reported to Governors that the KW, new school business manager is still in the process of looking at the finances, having only taken over at the beginning of January 2023.</p> <p>Monies used in the investment at Godshill, with regard to staffing and resources, will be used appropriately. Also for the children with us from Chillerton &amp; Rookley.</p>	
5	<p><b><u>Approval of the Minutes</u></b></p> <p>o 30<sup>th</sup> November 2022</p> <p>The minutes were circulated prior to the meeting.</p> <p><b>The minutes were proposed by KG and seconded by DB with all in agreement.</b></p>	
6	<p><b><u>Matters Arising from the Previous Meeting</u></b></p> <p>Matters arising from the 30<sup>th</sup> November 2022.</p> <p>Item 3. <b>KG to look at the Online Safety Policy and to send any amendments to LM.</b></p>	Action
7	<p><b><u>Headteachers Report – Verbal Update</u></b></p> <p>An update on attendance will be given at the next meeting in March. The school is usually above National, but a spate of Scarlett Fever had an impact on the attendance, this had been documented, but we are still hovering around the National average.</p> <p>A number of children had joined us since September, which now equates to a full class and logistically this needed to be looked at. MS had been in contact with the LA and during half term a “Place of learning” will be put on site in the main car park. Year 3, a small cohort, are currently in the hall during bespoke times. This will now enable a single class in Year group. TE, ex Head of Holy Cross and SP, ex Deputy Head at Brighstone have agreed to share responsibility of the class in the interim.</p> <p><b>Minutes from this section are confidential.</b></p> <p>MS wanted to thank the middle leaders for their hard work.</p> <p>With Ofsted looming, MS hoped the new area would be up and running before they visited.</p> <p>There is currently a good atmosphere within the school when prospective parents have looked around.</p> <p><b>Challenge</b></p> <p><b><i>Q. Are there any problems with the budget and the extra children on site?</i></b></p> <p><b><i>A. With a member of staff having left at Christmas and the porta cabin coming has worked in our favour. TE has been helpful with intervention work.</i></b></p> <p>Work will be taking place during half term on expanding both the library and SEN room.</p> <p>SE informed Governors that she is able to drive minibus and will confirm if her ticket has been updated with the LA. SE has also been a presence at the front of the school to combat parents parking on the zigzag yellow lines outside of the school. The police are also on board following an incident with a resident, who had been able to show webcam evidence of a parent parking on the zigzags.</p> <p>MS reported that there could have been a potential incident with one of the children who attended</p>	

PS left

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

*Shane Parker*

19.04.23

Signed.....Chair/Vice-Chair Date.....

the meeting @ 7.50	<p>Godshill. This as usual is an ongoing issue.</p> <p>Governors felt that the flashing 20mph should be brought back. SE reported there had also been suggestions from Island roads regarding a zebra crossing between Yarbrough Close and the school. Problems with Southern Vectis and buses across the road from the school will also be addressed.</p>	
8	<p><b><u>School Improvement Plan</u></b></p> <p><i>SIP</i> - The documents are on the Governors Hub. Questions on these to be sent to MS prior the Governors meetings, enabling these to be answered before the meeting.</p>	
9	<p><b><u>Safeguarding:</u></b></p> <p>MS reported the level of step downs from the MASH team were extremely high for interventions to happen, Governors needed to be mindful of this.</p>	
10	<p><b><u>Health &amp; Safety:</u></b></p> <p>Governors would need to check the Health &amp; Safety in school and a report given from this visit. One was due to take place in the new year.</p> <p><i>KG agreed to come and introduce herself to KW.</i></p>	Action
11	<p><b><u>Policies for Review:</u></b></p> <p>It was agreed that the following LA policies be adopted.</p> <ul style="list-style-type: none"> <li>○ Teachers Performance Management</li> <li>○ Whistleblowing</li> </ul> <p>It was agreed that the following polices, check and confirmed by the SBM be adopted.</p> <ul style="list-style-type: none"> <li>○ Attendance Management Policy</li> <li>○ Charging &amp; Remissions</li> <li>○ Data Protection Policy</li> <li>○ Fair Access Protocol</li> <li>○ First Aid Policy</li> </ul> <p>It was agreed that the following policies, checked and confirmed by the Governing Body/SLT be adopted</p> <ul style="list-style-type: none"> <li>○ Child Protection Policy</li> <li>○ Governors Allowances Policy</li> <li>○ Safeguarding Policy</li> <li>○ Marking Policy</li> <li>○ E Safety Policy</li> <li>○ EYFS</li> </ul> <p><i>The draft Online Safety Policy needed some slight amendments with wording. KG offered to highlight changes and email amended policy to LM.</i></p>	Action
12	<p><b><u>Correspondence:</u></b></p> <p>There was nothing to report</p>	
13	<p><b><u>Impact of the Meeting</u></b></p> <p>Impact of the meeting</p> <p>(i) What was the impact of the meeting?</p> <p>(ii) What difference has the meeting made?</p> <p>(iii) How did the meeting contribute to moving key matters forward?</p> <p>(iv) What are the next steps?</p> <p>DB – <i>Thanked Governors for attending the training, which had been very helpful. Thanks also to MS and the team.</i></p>	
14	<p><b><u>Dates of the Next Meetings</u></b></p> <p>Wednesday 19<sup>th</sup> April 2023 @ Godshill Primary</p> <p>Wednesday 3<sup>rd</sup> May 2023 @ Godshill Primary</p> <p>Wednesday 12<sup>th</sup> July 2023 @ Godshill Primary</p>	

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

*Nancy Parker*

19.04.23

Signed.....Chair/Vice-Chair Date.....

15	<u><b>Any Other Business:</b></u> There was no other business to report	

There being no other business to discuss the meeting closed at 8.00pm

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

*Hane Parker*

19.04.23

Signed.....Chair/Vice-Chair Date.....