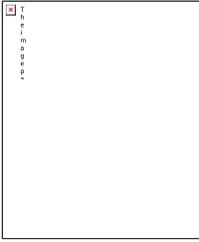


LAWN PRIMARY AND NURSERY SCHOOL

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FGBM meeting

DATE:		TIME:5pm Staff room
PRESENT:-		Apologies; Zak Watson (ZW)
Aaron Smith (AS) – Chair Lindsay Wood (Head) Russell Hall (RH) Emma Jelley (EJ) Luisa Stokes (LS)	Rachel Piper (Clerk) David Hitchcock (DH) Tayler Aitken (TA) Charlie Berry (CB) (SENDco) Janet Busby (JB) Polly Gillet (PG) Leanne Lewis (LL)	
No:	Luisa Stokes	

No:	Minutes
1	<u>School Council</u> The school council presented to the Governors – A very informative Q&A session was held between the pupils and Governing board.
2	<u>Welcomes, apologies, absences, quorum:</u> AS welcomed everyone to the meeting . A minimum attendance of 50% of governors in post is needed for the governing board to make any decisions. It was recorded the meeting was Quorate at the time that any decisions were made. <u>Declaration of Interests in agenda items or any pecuniary interests:</u> No interests declared. <u>Notification of AOB:</u> <u>Approval of Minutes from last FGB Committee meeting dated 25th March 2025</u> Minutes approved. <u>Matters arising.</u> No matters arising

Curriculum**MAT Update**

LW ran through the update and timeline to date after the expression of interest was given.

An update was provided regarding the expression of interest. It was noted that while it has not been declined, the decision is pending a review of recent school performance in respect of the new schools who have joined BKAT this academic year to review capacity. LW raised concerns, highlighting that the results from BKAT will not yet be effective or indicative of current performance as the schools joined in the Spring term.

A suggestion was made that if the school is keen to academize for the next academic year, Lawn may wish to consider White Horse (WHF) or Lift to join as an academy; however, both LW and AS did not support this proposal, expressing that due diligence has taken place and it is not about simply academizing and that BKAT is the best fit for the school.

LW reported a conversation with GH CEO for BKAT, who remains optimistic about the school's future, noting the ongoing support and this will continue, showing that BKAT already have Lawn within their capacity. It is anticipated that academy conversion will proceed, but not in time for a September implementation as previously hoped and the DFE will be in contact with Lawn in the Autumn Term.

In the interim, LW will continue to work and join in with BKAT and also focus on working with SBC to secure additional resources for the school and address any necessary replacements or upgrades to existing items, working with the new staff who have joined the Education Team.

Aaron has received an email with the following detail;

Following our discussion, we have reviewed your query and can confirm that the decision to wait until the Autumn term before establishing clearer timelines is based on our desire to evaluate trust-wide outcomes, as we believe this approach will offer an additional layer of assurance and provide a clearer indication of Blue Kite Academy Trust's overall capacity. We will be in touch next academic year to reinstate this process.

Consultation with the school community will need to be postponed until further notice.

To receive Term 5 Head Teacher Report, includes progress of School Development Plan (SDP) actions

Governors had the reports and documents 7 days prior for review and to ask any questions

LW summarized the report and gave the board an overview of the report.

Questions raised from the board;

1. Page 4 staff absence; under support staff there are 104 days absence with 75% from 3 staff long-term absence; could you please comment on the context of these long-term absences and is there a return-to-work pathway in place for these staff members?

	<p>All of these relate to operations for the relevant members of staff. Return to work meeting / phased returns / have been implemented.</p> <p>2. Page 5 premises; toilet refurbishment; it is very welcome that SBC are going to assist with this, but is there a confirmed program/timetable/ budget for these works? In the box “Going forward this term” what are Bromcom/My Child at School? What is the purpose/role of these? We will be launching new parts of the parent app, and regular communication with parents on how to use, and to get the most out of the app/service.</p> <p>LW outlined a potential approach for mixing classes or cohorts at key transition points as pupils move through the school. As an example, it was noted that the current Year 6 classes, the cohorts are not evenly split with one class having a higher proportion of pupils with additional needs. Reorganising classes at certain stages could help better support individual pupil needs and support pupils with transitions in general, including preparing them for secondary school. Staff were consulted on this proposal, and feedback was overwhelmingly positive. It was also noted that Reception classes are currently formed based on limited information, following discussions with key workers and nursery staff. After a full academic year, with a clearer understanding of pupil needs, class groupings could then be reviewed and adjusted accordingly.</p> <p>If the school was to go ahead, pupils would be consulted and asked for 3 people they learn best with.</p> <p>LW will communicate this update to parents next term if the plan is to go ahead after discussing further with SLT early next term.</p> <p><u>Questions from Governors</u></p> <p>How much is a Governor decision or Operational? We are team and we value your input – you as parents of the pupils here it is an important opinion.</p> <p>Would you consider streaming? Research says it doesn’t really work and can affect pupil well being.</p> <p>What are the biggest benefits that it will bring? Adjusts imbalances, supports wellbeing of children and resilience, develops new friendships, supports staff and their delivery of quality first teaching.</p> <p><u>To receive a Progress & Attainment Report (Term 4 data).</u> No questions asked.</p> <p><u>Nursery Admissions Policy</u> All approved and no comments.</p>
4	<p><u>Safeguarding and Pupil Welfare</u> Governors had the reports and documents 7 days prior for review and to ask any questions</p> <p><u>To receive a children looked after report</u> No questions asked</p>

Janet visited EJ this morning to discuss safeguarding – a great meeting and another will be held in June.

Online Safety Policy

Minor amendments around documents that are being referred to, no major changes.
Governors to read and approve via email within the next 7 days

Briefing prior to External Safeguarding Audit (S175)

This happened last Friday and an action plan will be sent over once devised by SBC post the audit being collated.

Online safety parental safety survey

JB spoke through the accreditation and to get the accreditation that a parent needs to complete. It was suggested a parent governor to complete to help achieve the accreditation.

LL to complete – JB will email LL the link over.

Governor Online training

RP to send over an update to Governors of what needs completing.

Question

A Governor had question on SEND pupils moving to secondary school?

[CB confirmed there are extra visits scheduled by the schools for specific pupils, the schools are also coming in and there is a lot of engagement this year.](#)

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Budget & Finance

Governors had the reports and documents 7 days prior for review and to ask any questions

4% pay rise has been budgeted (same as Blue Kite.)

NI increase.

No deficit being carried over.

Traded Services

Governors had the reports and documents 7 days prior for review and to ask any questions

Questions from the Governors

Are SEMH services available through Blue Kite as I see that support is provided by WHF?

[Presently all Swindon school irrespective of which MAT they are in or if they are maintained have to pay for SEMH services through traded services which WHF provide.](#)

Fire Risk Assessment (RA)

The notes refer to RA not being an annual requirement; what is the required timetable for a Fire Risk Assessment? Is it known when the last RA was carried out and what were its findings/any actions? Could BKAT assist with carrying out a RA or putting LPNS in contact with a suitable Assessor? My concern is that not carrying out a RA is a potential high-level risk that needs to be quantified and mitigated before deciding on traded services.

	<p>We have appointed a contractor to carry out the Fire Risk Assessment (Safewell) Only assessors with the correct qualifications can carry these out. We have scheduled for July. We review internally annually.</p> <p>Educational Psychology service refers to 8 days compared to 12 in previous budget year. Are 8 days sufficient for the SEND need?</p> <p>CB gave an update and feels it is important to spend on ITCL – there is a lot of need for that this year, they provide a great report and good ideas.</p> <p>The Governors approved the traded services.</p> <p>LS will upload the budget for Governors to view.</p> <p>What is the latest on the outdoor classroom? Quotes coming in, TI (Site Manager) has started the digging out the foundations and has fully removed the music area which was unsafe.</p> <p>LW confirmed that the school will be getting a new boiler installed and this is getting replaced via SBC and is already out for tender.</p> <p>SBC have also confirmed after a visit last week that they will support with a refurbishment and redecoration of the pupil toilets from late Autumn term.</p>
6	<p><u>Staffing & Wellbeing</u> Governors had the reports and documents 7 days prior for review and to ask any questions</p> <p><u>Parent Surveys</u> No question, the feedback is really welcomed and helpful. It is a delight to see 100% of parents would recommend the school to others. Thank you to all of our staff.</p> <p><u>Staff Survey</u></p> <p><u>Questions from Governors</u></p> <p>The replies are generally strong scoring, however there are notable concerns regarding behaviour (consequences of red incidents) and also impacts of workloads. How does the SLT take forward addressing these matters with staff?</p> <p>Q19. Leaders and managers take workload into account 6 responses neither agree or disagree and 3 disagree compared to a total of 14 that strongly agree/agree; could you please comment on these responses in relation to workloads?</p> <p>LW gave an overview and context around these answers. Additional training will be offered to help give staff support around the feedback.</p>
7	<p><u>Focus for the next meeting</u></p> <ul style="list-style-type: none"> • To receive Spring term Pastoral report including a review of incidents that have involved use of physical intervention • To review any pupils that are on a part-time timetable • S175 Audit completion confirmed and summary of actions

	<ul style="list-style-type: none"> • To receive H&S / Premises Update. • Approval of Governor Support options for next academic year. • MAT Update. • To approve budget plan • To receive a Curriculum & SMSC Report • Pupil Survey
8	<p><u>AOB</u></p> <ul style="list-style-type: none"> • LW SDP to remain in the same format at this academic year ahead of the delayed academization process • Governor infant music festival – ticket available 16th July @ 6.30pm for a governor to attend, JB said she would be happy to attend if others were unable to.

MEETING ACTION POINTS 25TH MARCH 2025

JB has kindly agreed to complete the website review. RP to send Template to Janet that we used – add to action list	RP/JB	
RP to issue online safety policy for approval	RP	
RP to upload the minutes to the website	RP	
RP to reissue outstanding training	RP	

MEETING ACTION POINTS 25TH MARCH 2025

JB has kindly agreed to complete the website review. RP to send Template to Janet that we used – add to action list	RP/JB	Ongoing
Policy handling procedure approval - RP to update LF	RP	Completed
RP to delete old policies from Governor Hub.	RP	Completed
RP to upload the minutes to the staff website	RP	Completed
The MAT working party will next meet on the 29 th April. The next FGBM will take place on the 20 th May. RP to update calendars for both.		Completed