



## Ormesby Village Schools Federation

Ormesby Village Junior School  
North Road  
Ormesby St. Margaret  
NR29 3LA  
office@ormesbyjunior.norfolk.sch.uk

Ormesby Village Infant School  
Spruce Avenue  
Ormesby St. Margaret  
NR29 3RY  
office@ormesbyinfant.norfolk.gov.uk

Headteacher: Mr Bradley Young

---

### Virtual Full Governing Body Meeting

Thursday 4<sup>th</sup> July 2024 at 4.00pm

Name	Initials	Role	Present / Apologies / Absent
Lizzi Angel	LA	Staff Gov	Apologies
Dean Crosbie	DC	Parent Gov	Present
Lauren Gardiner	LG	Vice Chair, Co-opted Gov	Present
Annette McMylor	AM	Co-opted Gov	Present
Anthony O'Connor	AOC	Co-opted Gov	Present
Clive Sillitoe	CS	Chair, LA (Local Authority) Gov	Present
Bradley Young	BY	Head Teacher	Present
Rebecca Blakeway-Long	RBL	Clerk	Present

Any wording in [ ] has been added for clarity and the order of some of the discussions may have been amended for fluency of the Minutes

		Action	By whom
1. Opening formalities	<p>1.1 Apologies and attendance CS welcomed all to the meeting.</p> <p>1.2 Acceptance of apologies LA apologies were accepted</p> <p>1.3 Pecuniary Interests relating to an Agenda item. Nothing raised.</p>		
2. Governor membership	All Governor vacancies will be carried forward to the Autumn Term		
3. Minutes of meeting dated 22.5.24	<p>3.1 Refer to Action Point List</p> <p><u>5.10.23</u> AP3 - completed</p> <p><u>8.2.24</u> AP2 - completed</p> <p><u>21.3.24</u> AP1 – completed AP2 – completed AP3 – completed AP4 – no longer applicable</p> <p>3.2 Agree the Minutes of 21.3.24 <b>Governors agreed</b> the Minutes.</p> <p>3.3 Agree the Minutes of 22.5.24</p>		

	<p><b><u>Governors agreed</u></b> the Minutes.</p> <p>3.4 Sign the March and May Minutes The Chair will sign the Minutes.</p>	AP1. Sign Mar and May Minutes	CS
4. HT's Report	<p>The HT uploaded a written report to Governor Hub, which Governors read in advance of the meeting.</p> <p><b><u>Staffing</u></b> A midday supervisor assistant and a cover supervisor have tendered their resignations. These resignations have released funds for a TA on a 20 hour temporary contract. There have been 3 retirements. Children with special educational needs (SEND) are leaving YR, so 4 teaching assistants (TA) are no longer required. These TAs were on temporary contracts and the contracts will not be renewed. The TAs have been given the opportunity to apply for the new 20 hour temporary contract role. A member of staff who is off sick is undergoing treatment and is in good spirits. Governors noted their support for this member of staff. Another member of Staff has been off sick since February 2024. She has been into School for visits, meetings and the transition day. She has been given a good handover and has access to documents, such as SEND information. This item is subject to a Confidential Minute.</p> <p><b><u>SEND</u></b> DC has visited the School to review SEND. The amount of SEND training has greatly increased and the SEND provision is far stronger than it has been in the past. The SEND trained Staff are very proactive, going above and beyond what is required. <b>Governor Challenge</b> – it seems like there has been far more need over the past couple of years. Is this actually the case? HT response – yes, there is also a vast spectrum of need, which is more difficult to manage. A “Nudge Education” member has been coming into School in order to support a child, which has had positive results.</p>		

SEND funding

Schools have been told that they need to “turn the tap off” on new Education Health Care Plan (EHCP) applications, as the LA has overspent on SEND once again. Norfolk is in a “Safety Valve” agreement with the DfE, but the plan that they submitted to the DfE has been rejected. The LA has been asked to draft a letter that can be sent to parents in respect of the funding cuts and this has been promised by the end of term. Heads have been saying that the message should be extended to Nurseries, as Primaries are receiving pupils who already have an EHCP in place. The parents of these children expect their child to have TA support when they join the Infants.

**Governor Challenge** – you have been told to “turn the tap off”, but doesn’t the LA award the EHCP’s?

HT response – yes and the number of appeal tribunals has greatly increased. The majority of families who go through to a hearing are awarded an EHCP.

**Governor Challenge** – is Norfolk still one of the worst performers?

HT response – at Key Stage (KS) 2, only the Isle of Wight has worse results than Norfolk. Norfolk is 1 of 20 authorities that are in a “Safety Valve” agreement.

**Governor Challenge** – is there guidance on how many children a fully qualified Teacher should be expected to have in a classroom?

HT response – the LA can make a school take up to 32 pupils per class and I have had to teach 32 pupils, with only a shared TA. We actually do have a class with 33 pupils, but I have tried to ensure that each class does have TA support.

Governors discussed Teacher class size expectations, the HT’s discretion to manage available resources and the ability to provide the support listed in an EHCP when a school only has limited resources.

Term dates

The LA has suggested that schools close on Friday 25 October 2024 and Tuesday 22 April 2025, with the academic year ending on Tuesday 22 July 2025.

After discussion with the team and, taking into account parent’s childcare, implementation of the curriculum, the likelihood of significant work being carried out on the last 2 days of the academic

year and the impact on attendance, the HT suggested that the Schools remain open on 25 October 2024 and 22 April 2025, instead finishing the academic year 2 days early ie on Friday 18 July 2025.

**Governor Challenge** – when will you carry out your Inset days?

HT response – we will have 2 Inset days in September, 1 Inset day on 6 January 2025 and 4 twilight sessions.

**Governor Challenge** – does that give enough Inset throughout the year?

HT response – yes, it is in line with the Insets that we have every year.

**Governor Challenge** – has this been agreed in consultation with the team?

HT response – it has been shared with Staff at both Schools.

AM response – we discussed the pros and cons and everyone could see the sense in the plan and the complications that arise from having broken weeks. We are happy to have twilight sessions and these are spread throughout the year.

**Governors agreed** to the Schools opening on 25 October 2024 and 22 April 2025, closing for the academic year on 18 July 2025.

#### Attendance

Statutory requirements around attendance are due to change, so the Attendance Policy will need to be altered in due course. The threshold for penalties will increase to 5 days, with penalties increasing over a 3 year period, should a child's attendance continue to be poor.

**Governor Challenge** – how supportive are the LA with attendance?

HT response – they are pretty good. They are currently supporting me with a prosecution.

**Governor Challenge** – with regards to that prosecution, is there anything more that the School could have done?

HT response – no, we have gone above and beyond in our efforts to improve the attendance, but the parents have failed to co-operate.

#### Data

YR – 66% of pupils have reached the expected good level of development. 1 child was very close and 4 children who didn't reach expected have EHCPs.

Y1 phonics – 68% of pupils passed the phonics test. Changes have been made for a better implementation of phonics in YR and to ensure consistency of teaching in Y1.

	<p>Y2 phonics – 75% of pupils passed ie 6 out of 8 children. 1 child was very close to passing.</p> <p>Y4 multiplication – 85% of children scored between 21 and 25. Next year, more work will be carried out in Y3 in order to prepare the children for their Y4 test.</p> <p>Y6 writing – 61% of pupils reached expected, with 2 children working at greater depth. A new approach to writing is due to be implemented in September 2024.</p> <p>Y6 maths – on a quick scan through the papers, it would appear that around 70% of pupils will reach expected. At the beginning of the academic year, none of the children were at expected. 4 children did not sit the test.</p> <p><b>Governor Challenge</b> – what do you think Ofsted would say about the data?</p> <p>HT response – I would like to think that we have a story to tell for each child. If Ofsted came in tomorrow, I would hope that the School would be “good”. I would like clarification about expectations, when we are admitting children with such high levels of need.</p> <p><b>Governor question</b> – has this year’s writing been moderated?</p> <p>HT response – no, not this year.</p> <p>Governors discussed the positives and the need for the Staff to be consistent with delivering the same message in the same way.</p>		
5. SIDP	Not applicable		
6. Administration and management	<p>6.1 Premises</p> <p>Work on the mural for the wall in the Immersive Classroom should potentially start on 13 July 2024. Both Schools are due to have new playground markings.</p> <p>6.2 H&amp;S</p> <p>The bees were removed from site, as they appeared to be too aggressive. It was thought that they had lost their Queen, but she is in situ, so the bees should now be able to return.</p> <p><b>Governor Challenge</b> – have the children had an opportunity to interact with the bees yet?</p> <p>HT response – no, not yet, as they were too aggressive. Hopefully the bees will be more placid on their return and we can then start to let each year group spend time with them.</p>		
7. Finance	7.1 Budget		

	<p>Although the level of SEND funding is expected to reduce due to lower numbers of pupils with EHCPs, the Infant's budget has gone from a deficit to a £8k surplus in year 3. The Junior's has an end of year 1 surplus of 10.38% (£69k), but this is likely to reduce as supply cover will be required in the Autumn Term. This will cost £229 per day.</p> <p>Although the Teacher pay rise will be funded, the support Staff pay rise will have to be funded by the Schools.</p> <p>7.2 Any other financial matters Not applicable</p>		
8. Governors	<p>8.1 Training and CPD LG has completed an effective budget monitoring course. LG and CS attended the finance meetings.</p> <p>8.2 Monitoring DC visited the School to monitor SEND. He reviewed the audit and made recommendations. DC noted that he now has a good understanding of the way that the Schools meet pupils' needs.</p>		
9. Policies	<p>The HT will upload the following Policies to Governor Hub for approval at the next FGB:</p> <ul style="list-style-type: none"> <li>• Accessibility</li> <li>• Business Continuity Plan</li> <li>• Educational visits</li> <li>• E-safety</li> <li>• Homework</li> <li>• Intimate care</li> <li>• IT acceptable use</li> </ul>		
10. AOB and next FGB dates	Next FGB meetings, all at 4pm:		

3 October 2024  
28 November 2024  
6 February 2025  
20 March 2025  
22 May 2025  
10 July 2025

The HT thanked Governors for their support.

The Chair thanked all for attending and the meeting closed at 5.50pm.

Signed by The Chair

On