

Signature of Chair:

Date:

BOW COMMUNITY PRIMARY SCHOOL - FGB - NO.8
Minutes 14 June 2022 - 6pm - KS1 Area

Present: Melanie Bishop; Erin Blake (Vice-Chair); Anna Fay; Julia Hill; Bella Westlake; Clare Wilmott (Head); Megan Heath (Clerk)

Apologies: Richard Drake; Tony Neal (Chair); Kathryn Tayler

8.1	Apologies and Business Interests
8.2	Minutes of FGB7 24.05.22
8.3	Matters Arising
8.4	Vision Statement
8.5	Visioning Brainstorm
8.6	Review Progress and Achievements
8.7	3 Year Plan
8.8	Bow Bulletin
8.9	Website
8.10	Next meeting

PROCEDURAL

The meeting is being chaired by EB due to TN's absence.

8.1 **Apologies** received from TN, KT and RD. Agreed and sanctioned. There are no changes to governor business interests. There are no conflicts of interest.

8.2 **Minutes** from FGB7 24.05.22 were agreed as an accurate record, following the correction of a minor error - BW had been marked as both present and absent.

8.3 **Matters Arising** from the minutes of the meeting on 24.05.22

- See 'Summary of Actions' Document.

FGB Actions:

- Item 5.8 - JH is awaiting an update from her employer and will provide the training in September.
- Item 7.4.1 - Carried forward.
- Item 7.4.2.1 - The fire logs were checked by TN but then disappeared. TN is going to check among his papers when he returns. A new log has been started. There is a fire drill scheduled.
- Item 7.4.2.3 - Carried forward.
- Item 7.4.5 - This action is ongoing. Preschool have submitted applications to be added to the Childcare register, which allows them to care for children above preschool age. It is understood that the preschool's own insurance should cover them as it would count as a 'let' to us. Governors confirmed that the commute from the village hall would be treated the same as a village preschool walk.
- Item 7.5.3 - It was recommended that all governors listen to this podcast.
- Item 7.13 - This has been completed. MH to circulate.

RES Actions:

- Item 2.10 - This action to be combined with item 3.3.4 under TN.
- Item 2.11 - Carried forward. To be incorporated into headteacher report.
- Item 2.14 - Carried forward.

- Item 3.3.4 - This action to be combined with item 2.10.
- Item 3.4 - Carried forward. A communication has been written but JH would like someone to proofread. CW will do this.
- Item 3.8.1 - Carried forward. A reflection has been written but needs circulating.
- Item 3.8.3 - Carried forward.
- Item 3.8.4 - Carried forward.
- Item 3.9.8 - Complete.
- Item 3.10 - Complete.
- Item 3.12 - Complete. JH has created a spreadsheet of available grants. A lot of the grants want quotations for specific work required. The school needs to decide what is needed and provide quotes with grant applications. Climate change is a factor in many applications. The school has been awarded a grant from Tesco. It was noted how indoor development grants are also welcome.
- Item 3.14.1, 3.14.2, 3.14.3 - Carried forward.

ACTION: MH to circulate the Safeguarding Quick Reference Guide.

STRATEGIC PLANNING

8.4 Visioning Statement

- EB shared the current vision statement with all present and governors were asked to feedback their thoughts.
- The statement hasn't been updated since 2017 and would benefit from being refreshed. Having a new headteacher is the ideal time to refresh this. The new statement will not be written today. Staff and pupils will be consulted.
- It was noted how it ideally needs to be linked with the school values.
- Governors liked the current focus, being 'pupils at the heart of everything we do'.
- Governors noted that the statement is quite long and would benefit from being shorter and easier to remember.

8.5 Visioning Brainstorm

- Governors were given 5 minutes to write what they believe school values should be. They were asked to consider what they would like pupils to remember, be and know when they leave Bow School.
- Governors shared their ideas on what the school values should be, including: caring; happy; nice experience; inclusive; energy; enthusiasm; communication; friendship; safe; resourceful; independent; preparing; perseverance; resilience.
- The ideas can be grouped under skills, outcome and experience.
- Governors also researched the values of other schools for inspiration.
- Governors reviewed the 'PRIDE' acronym. It was noted how this combined with 'learn, share, enjoy' is too much to remember. The 'learn, share, enjoy' does not reflect the values listed by governors. There is disconnect between these areas that needs addressing.
- Governors discussed the other connotations of the word 'pride' and whether this could confuse the message. The idea of changing the acronym to 'proud' was floated. CW will discuss this further with staff.
- Governors agreed that the idea to start again, perhaps without an acronym, would be helpful.

- Governors chose the most important values to them individually. The chosen values were: perseverance; resilient; inclusive; and growth. 'Growth' was unanimously liked as it has positive connotations.

8.6 Review Progress and Achievements

- Governors shared what they believe to be areas of progress or achievement over the past 3 years. These include:
 - The school has a dedicated and resourceful team that were particularly committed during the pandemic.
 - Staff have demonstrated the ability to adapt.
 - The organisation of the school policies.
 - Successful staff recruitment.
 - Continued safety within the school.
 - Free School Meals in the local community during the pandemic.
 - Maintaining the swimming pool.
 - The new doors and windows.
 - Parents successfully returning into school post-pandemic.
 - The successful re-engagement with FOBS.
 - The knowledge that the governing board and school are doing the right thing.
 - The children are polite and well behaved.
 - Successful senior teacher development.
 - Successful ongoing implementation of the maths mastery curriculum.
 - Cohesion of the governing board as a team.
 - Development of the governing board's support of staff.

8.7 Three Year Plan

- Governors were asked to share potential goals and ambitions for the next 3 years. These include:
 - The continuing development of CW.
 - To continue to develop parent/school relationships.
 - Build inter-school relationships (eg. maths challenges or sports competitions - with potential for us to host events).
 - Building secondary school links and feedback.
 - An ambitious curriculum that is inclusive for all pupils.
 - Equality for all school community members.
 - To develop staff professionalism (eg. introducing an Early Years Leader).
 - To modernise certain processes throughout the school (eg. going paperless or cashless - sustainability)
 - Succession planning.
 - Increase pupil numbers.
 - Better induction process for new governors.
 - Develop governors understanding of curriculum.
 - To develop governor skills around communication with staff.
 - Improving the manner in which parents communicate with the school.
 - Governor recruitment - attempting to attract more diverse members (ie. Male and non-parent)
 - Develop closer links with Bow Bears.

- Governors were asked to think about how we can help CW achieve the above.
- Governors discussed potential barriers to stop the above being achieved. These include:
 - Time, money and skill.
 - Staff leaving.
 - Lack of communication or miscommunication.
 - Poor expectations.
 - Loss of pupils.
 - Being pushed to federate/academise.
 - Motivation/mental health.
 - Accessing the right support.
 - Current lack of wrap-around care.
- *Governors asked when the new vision will be written.*
 - It was explained how TN, EB and CW will get together to create the new vision, following consultation with staff and pupils. It is hoped it will be ready before September.
- *Governors asked if parents will be consulted.*
 - It was explained how there is limited time.
 - It was agreed that a simple survey would be distributed virtually where parents would be asked to choose their top 5 words from the list of values created.

ACTION: EB and CW to create an online survey for parents.

COMMUNITIES AND COMMUNICATION

8.8 Bow Bulletin

- A note to be shared promoting the reviewing and update of the vision, and for parents to expect the simple survey regarding the school values.

8.9 Website

- None.

AOB Staff Meeting Details

- Governors noted the receipt of the Staff Meeting Details. CW will circulate next year's schedule when it is ready. Governors are welcome to attend staff meetings.

ACTION: CW to circulate staff meeting schedule when ready.

8.10 Date of the next FGB meeting is Tuesday 12th July 2022 at 6pm.