

NAME	Abrv	STATUS	Present	NAME	Abrv	STATUS	Present
Ben Clarke	BC	Co-opted	✓	Deb Marriage	DM	Co-opted	✓
Jan Conner	JC	Foundation Iron Acton	✓	Mike Riches	MR	Executive Headteacher	✓
Karen Foxwell	KF	Associate member	✓	Lizzie Reynolds	LR	Co-opted	✓
Julie Gardener	JG	Foundation - Hawkesbury	A	Malcolm Strange	MS	Iron Acton Ex-officio	✓
Adrian Gilby	AG	Co-opted	✓	Rob Taylor	RT	Co-opted	✓
Sarah Godsell	SG	Local Authority	✓	Harmeet Turner	HS	Parent Governor	✓
Kathryn Kempster	KK	Co-opted	✓	Christine Wilson	CW	Staff Elected	✓
Oliver Latter	OL	Parent governor	✓	Vacancy		Hawkesbury Ex-officio	
				Helen Parry	HP	minutes	✓

✓ = Attended, **A** = Absent with Apologies, **X** = absent no apology *via teams

Meeting Opened: 7pm

1-2	<p>Welcome</p> <ul style="list-style-type: none"> • KK welcomed everyone to the meeting, with a special welcome to KF who joins as an Associate Governor. KF will join the Resources Committee. <p>Opening Prayer or Reflection</p> <ul style="list-style-type: none"> • MS led. <p>Apologies</p> <ul style="list-style-type: none"> • Apologies received and accepted from Julie Gardener. <p>Quorum</p> <ul style="list-style-type: none"> • The meeting was quorate.
3	<p>Declaration of Pecuniary and Business Interests</p> <p>None declared</p>
4	<p>Items for AOB</p> <p>The following items were agreed for discussion under AOB</p> <ul style="list-style-type: none"> • Staff mental health and wellbeing questionnaire feedback • Clerk to the Governing Body vacancy
5	<p>Minutes from Previous Meetings</p> <p>The Minutes from the FGB of 4th December 2023 were reviewed and agreed.</p>
6	<p>Matters Arising</p> <p>The action points from the last minutes were reviewed:</p> <p>CW Share results from MHWB survey at meetings in term 3. 29/1/24</p> <p>ALL Review Academisation Working Party documentation available on teams 29/1/24</p> <p>KB Feedback from Academisation working party to be included on Term 3 FGB agenda. 29/1/24</p> <p>MR Contact Parish Council via Sue Hope regarding renewables 29/1/24</p> <p>ALL Check monitoring programme to ensure monitoring is delivered as per schedule 29/1/24</p>



	ALL Consider SIAMS key questions when completing monitoring MR Energy contract info to be shared with Governors ASAP. AG Factor availability of Integra services into Academisation working party discussions 29/1/24	29/1/24 15/12/24
	All actions are complete or discussed later in these minutes.	
7	<p>Headteacher's report</p> <p>The Headteacher's report had been shared on teams in advance of the meeting. MR gave the following updates:</p> <p>New Teacher appointed today for maternity leave at IA, new admin assistant began today. Pupil numbers at Iron Acton - two new children, 100 children in total, very positive. Attendance is an issue at both schools and we are trying to improve this. Spring and summer months generally see improvement in attendance and this is being closely monitored.</p> <p>Questions had been raised by Governors to which MR gave responses in the meeting as follows:</p> <p>Will the resignation of the After School Club assistant at IA impact on the running of the club? <i>Numbers have decreased recently and so there is no need for the third member of staff currently. This will be kept under close review to ensure families are able to access the club if they need it.</i></p>	
8	<p>Feedback from Academisation working party</p> <p>AG provided a summary of progress by the Academisation working party.</p> <p>Red lines are as follows (to be agreed with FGB): Federation remains intact. Same ethos / Christian Distinctiveness. MAT is primary school focused. Geographical spread fits both schools.</p> <p>There are 4 / 5 possible MATs and we need early communication with the Dioceses of Bristol and Gloucester. It is important to read the documents and comment now so we can proceed to the next stage.</p> <p>A meeting was held recently with the Diocese of Gloucester and local hub schools. MATs are looking at growing possibly over the next year. VC schools (as opposed to VA which we are not) have a little more flexibility and we need to share our research and fully consult. This is not yet fully clear with regards to the Diocese of Gloucester where the rules are sometimes uncertain.</p> <p>AG shared a shortlist of trusts which had been explored: DBAT (Diocese of Bristol Academies Trust) discounted as it is closing imminently. DGAT (Diocese of Gloucester Academies Trust) is being considered. Leaf Trust – meets the relevant criteria and appears to be a good synergy but we will need to know their future plans; we are not yet sure whether Diocese of Gloucester will allow this MAT due to it having minority articles and being a newer MAT. Mosaic Trust - to be considered although they have equality articles. Primary Quest – based in Gloucestershire; one of the few that Diocese of Gloucester might allow but they are looking for a hub model for which there is limited appetite in the area.</p>	

	<p>We have not looked at CSET at present, they have 4 secondary and 4 primary schools. If we agree we could consider this.</p> <p>Bridge family of schools is a federation rather than a MAT and we not have looked at them .</p> <p>The desktop exercise is complete, do governors want us to move into a more formal stage? Yes If we are moving forward what are our timescales? September 2025 may be a possibility. It appears that the Local Authority is in demise and this is an essential move. Do we have a view on a primary/secondary Academy MAT mix? This is still open for discussion. There is a possibility there are more opportunities in this mix, and we should consider the advantages and disadvantages of this.</p> <p>AG to provide a summary, are we able to move forward to the next stage and consider the MATs we have selected to meet the best fit? We do need to be really sure before commencing. To be discussed further at the Governor offsite in February.</p>
<p>9</p>	<p>Arrangements for completion of SFVS Governors agreed that the following Governors would support in the completion of the SFVS: AG, RT and MR to complete along with HP to provide details. Deadline for submission is 31st March. Set up a date to complete the document ready for next Resources committee.</p>
<p>10</p>	<p>Data report from Standards Committee. BC provided a summary report. Key points had been shared at the recent Standards committee meeting.</p> <p>The current focus in school and at Standards committee is on the Y1 cohort at IA and both Y6 cohorts, monitoring of progress and attainment for PP children and if the resource is spent in the correct way and interventions target the correct areas.</p>
<p>11</p>	<p>Update on progress with FDP We have four priorities this year:</p> <ol style="list-style-type: none"> 1. To embed a high quality curriculum which is ambitious for all. <i>New art curriculum now in place; curriculum documentation has been developed; new subject leaders have engaged in training. Next steps: INSET on 11th March will focus on further developing curriculum documentation and assessment in foundation subjects.</i> 2. To embed formative assessment systems. <i>Y2 assessments are in place and in line with rest of school. Next steps: foundation subject assessment at next INSET day.</i> 3. To promote and sustain positive attitudes towards reading. <i>Staff attending training series and disseminating to all staff; library in place at HA; some parental workshops have taken place. Next steps: review DfE reading audit in light of recent changes.</i> 4. Improve standards of behaviour and introduce zones of regulation. <i>Training provided; class displays in place; children have been taught approaches; behaviour support package has been utilised and support from Enable Inclusion Team in place and having a positive impact. Next steps: PSHE project focusing on behaviour change with sleep or healthy eating.</i>



12	<p>Federation Vision Update</p> <p>Ethos committee had identified that the overarching federation vision wasn't specifically rooted in the theology and so this had been reviewed at a recent meeting following input from Father Malcolm and Reverend Thomson.</p> <p>A list of suggested Bible verses had been shared and discussed. SG to share these more widely after the meeting. To be added to next FGB agenda.</p>
13	<p>Review of SEF – Personal Development section.</p> <p>The SEF had been updated for both schools. No questions were asked.</p>
14	<p>Preparation for Governor – parent information sessions</p> <p>Hawkesbury 14/3, 14.00 in person and 19.00 on Teams. Iron Acton 22/4, 14.15 in person or 19.00 via Teams. Possible topics of conversation will be agreed and publicised in advance. Governors let KK know if they can support any of the sessions. MR to ask parents if they have any specific topics to consider including.</p>
15	<p>Monitoring Update</p> <p>KK provided an update – most areas are on track. Some are in progress and monitoring is planned. Monitoring updates to be sent to Kate Bashford for uploading. Budget monitoring through resources. H&S compliance walks next week.</p>
16	<p>Policies</p> <ul style="list-style-type: none"> • Behaviour Principles written statement – agreed by governors. • ECT Policy - agreed by governors. • Exclusions Policy - agreed by governors.
17	<p>Safeguarding Update including governor responsibilities</p> <p>DM had met with MR to review safeguarding. IA has requested a safeguarding review from the LA. This took place at HA in the previous academic year. DM needs volunteers to ask staff about safeguarding practices so that Governors can be assured of the safeguarding culture at each school. It was suggested that this is included as part of monitoring. KK to update monitoring forms to include a question about safeguarding.</p>
18	<p>Committee Headlines</p> <p>Ethos Committee</p> <ul style="list-style-type: none"> • Review of Federation Vision to ensure theologically rooted. • Ethos suggest work with both schools to ensure children and staff fully understand the Lord's Prayer with aim for children to recite it throughout their time at school. • Ethos confident current PHSE/RSE curriculum is aligned to our vision and values. <p>Standards Committee</p>

	<ul style="list-style-type: none"> • Data review • Presentation policy • Behaviour standards and improvements <p>Resources Committee</p> <ul style="list-style-type: none"> • Reception numbers positive for September 2024 • EHCP numbers at IA from 6 – 8 has impacting upon finances and resource within the schools • Pursuing of energy efficiencies
19	<p>AOB</p> <p>Reminder to look at governor bulletin for the training schedule – all governors.</p> <p>CW completed staff survey MHWB and looked at areas of concern and feedback. Challenges: working with high level of need, workload. Positives: supportive HT, supportive governors, good communication. Some questions will be conducted next term and all staff a wellbeing session at the twilight inset.</p> <p>Could we consider a different approach to the clerk role as recruitment has been an issue – MR to discuss with HP.</p>
20	<p>Headlines and impact from this meeting –</p> <p>MAT discussions taken place Governor information session to take place Federation vision update</p>
21	<p>Date of Next meeting 18th March 2024 – Hawkesbury Primary School – 7pm</p>

Meeting Closed 9.00 pm



THE PINNACLE SCHOOLS FEDERATION
 Minutes of the Full Governing Body meeting
 Monday 29th January 2024, 7pm.
 Iron Acton Primary School



Action Checklist

WHO	ACTION	WHEN
JG/KK	Discuss academisation at Governor offsite and add to Term 4 agenda.	19.02.24 18.03.24
AG	Set up meeting to complete SFVS.	13.03.24
SG	SG to share these more widely after the meeting. To be added to next FGB agenda.	18.03.24
All	Governors let KK know if they can support any of the sessions.	08.03.24
MR	MR to ask parents if they have any specific topics to consider including.	
KK	KK to update monitoring forms to include a question about safeguarding.	08.03.24
All	Check training available on Governor services email and book where relevant.	18.03.24
MR	Discuss alternative clerking options with HP.	08.03.24

Signed by Chair: