

St Christopher's EYFS/Sunflowers EYS School Governance Committee (SGC) Meeting – Held at Helm Point on Wednesday 13th December 2023

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| Present: | Sqn Ldr Kevin Lee | Chair | KL |
| | Miss Tricia Wood | EYA, ROW | TW |
| | Miss Vicky Stephens | St Christopher's EYFS Leader | VS |
| | Miss Megan Tomlin | Sunflowers EYS Manager | MT |
| | CPO Jenni Wheldon | RN Welfare Officer | JW |
| | Mrs Sian Hutchinson | Parent Governor | SH |
| | Mr Alan Jones | Parent Governor | AJ |
| | Mrs Nadine Gonzalez | School Business Manager/SGC Secretary | NG |

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| Apologies: | Katrina Cornwall | Healthcare Representative | KC |
| | Flt Lt David Duce | Parent Governor | DD |
| | Mrs Janine Kavanagh | Staff Representative | JK |

| Item | Action | Lead/Action |
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| I | <p><u>Introduction and Welcome</u></p> <p>KL opened the meeting and welcomed everyone present. He stated that he is enjoying being the SGC's Chair and thanked everyone for their ongoing support.</p> | |
| II | <p><u>Matters arising from the previous meeting</u></p> <p>No outstanding actions.</p> | |
| III | <p><u>Headteacher's Report</u></p> <p>VS read out the key points from the EYFS Leader's report:</p> <ul style="list-style-type: none"> • Attendance – FS1 is currently at 95% and FS2 at 98%. • National Data – As at the end of the last academic year, St Christopher's achieved a GLD of 88%; the National (UK) GLD was 67.2%. • Predictions for the current academic year – All children at the setting are expected to achieve GLD. • Achievements – St Christopher's have achieved a gold award at the ClimACT awards, hosted by HM GoG Department of Education, for the setting's environmentally friendly initiatives. The setting has also been awarded with a Level 4 Gardening Award by the Royal Horticultural Society and achieved 1st prize at the local Horticultural Society's Christmas Flower show for their entry under School Display in the Primary School category. • Paper Rose – A Quality Assurance meeting to review the effectiveness of schools. This was held at DCS HQ, Upavon and attended by VS. The report is expected some time in January. TW thanked VS for her time at the Paper Rose, especially with this being brought forward at short notice and added that the feedback is positive. St Christopher's is expecting to receive the final report early in the spring term. | |

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| | <ul style="list-style-type: none"> • Finances – VS and NG are currently finalising spending plans for this financial year. Prior to receiving final budgets for FY 2024/2025, settings are advised to work within the same budget ratios as for FY 2023/2024. • Staff Training – A business case has been submitted to Regional Command for AW to attend CPD training; currently awaiting a response. | |
| IV | <p><u>Upcoming Events</u></p> <ul style="list-style-type: none"> • Parent workshops will resume during the course of the spring term. • St Christopher’s are hoping to join the ‘Green Flag Award’ scheme during the academic year 2024/2025. • St Christopher’s are exploring the possibility of participating in the ELKAN Community Friendly programme. | |
| V | <p><u>Sub-Committee Updates</u></p> <p>School Improvement Plan</p> <p>a. The agreed priorities for the academic year 2023/2024 are:</p> <ul style="list-style-type: none"> • Develop consistency in securing high quality interactions with a focus on questioning and vocabulary development. • Foster and promote the ongoing development of practitioner subject knowledge and practice, with a particular focus on mathematical development and writing to maximise the support and challenge offered to children. • To develop a reflective, professional community with a continual focus on self-improvement in order to ensure excellent outcomes. <p>b. Compliance</p> <p>The sub-committee met in October 2023; minutes attached to the EYFS Leader’s report. A meeting to review the settings’ SHEF Policy will be held during the spring term.</p> <p>Education</p> <p>Sub-committee met in October 23; minutes attached to the EYFS Leader’s report. A further meeting as well as Learning Walks will be held during the spring term</p> <p>c. Welfare</p> <p>The sub-committee met in October 2023 and reviewed the attendance policy; minutes attached to the EYFS Leader’s report. Based on DCS directive, the attendance policy is only applicable to children of statutory school age. A meeting to discuss St Christopher’s admission policy will be held during the spring term. All SGC members have now received L2 Safeguarding Training.</p> | |
| VI | <u>Issues raised</u> | |

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| | <p>Staff Representative</p> <p>No issues raised.</p> <p>Parent Representatives</p> <p>No issues raised.</p> <p>Unit Representatives</p> <p>No issues raised.</p> | |
| VII | <p>AOB</p> <p>Removal of IT equipment – NG to liaise with KL in order to determine what the next steps are.</p> <p>Closing remarks – KL thanked everyone again for their hard work and support, adding that he looked forward to working alongside the new SGC members.</p> | NG/KL |
| VIII | <p><u>Next Meeting:</u></p> <p>Date: TBC</p> <p>Time: TBC</p> <p>Venue: HELM Point Community Hall</p> | |