

Minutes of Governing Body Meeting, 15th March 2021, Via Zoom.

Present:	C Gilbey (Chair) Katrina Davies (Vice Chair) R Campbell (Head teacher) B Calvert K Davies (Staff Governor) G Firth N Wiltshire
In Attendance:	A Clarkson Bursar Y Scott Clerk
Apologies:	S Moss, C Ditch

21/20	Receive Apologies for Absence –
<i>Summary of Discussion</i> (including questions and responses)	<i>Lead – Chair</i> <i>Purpose - Decision</i> Apologies received in advance via email S Moss C Ditch Agreed by all governors
Actions Arising / Resolutions 21/20	
Accepted and noted, availability matrix to be re sent by CofG	Chair

21/21	New Declarations of Interest and Interests Relevant to this Meeting
<i>Summary of Discussion</i> (including questions and responses)	<i>Lead – Chair</i> <i>Purpose – Information</i> <i>Nil received</i>
Actions Arising Resolutions 21/21	
N/A	NA

21/22	Agree Minutes of Past Meeting and Consider Matters Arising	
<p>Summary of Discussion (including questions and responses)</p>	<p>Lead – Chair Purpose – Information</p> <p>REF</p> <p>21/11 Complete</p> <p>21/14b Completed late due to COVID lock down– 02/03/2021</p> <p>21/16 Completed – Send monitoring uploaded to portal.</p> <p>21/18 Not completed due to lockdown/handling of physical paperwork. Nomination form forwarded via Ping to all parents 15/03/21, deadline for returns 22/03/2021. Allowing voting procedure to commence over Easter holiday to allow time before returns handled.</p>	
Actions Arising / Resolutions 21/22		
<p>Previous minutes a true reflection and accepted as such unanimously</p>	N/A	

21/23	Consider Meeting Focus – Resource Focus	
<p>Summary of Discussion (including questions and responses)</p>	<p>Lead – Headteacher Purpose – Information Policy documents tabled in advance to all Governors via portal.</p> <p style="padding-left: 40px;">a. Review Draft Budget</p> <p>Financial working party met to complete SFVS prior to meeting and to discuss draft budget in greater detail with ability to challenge. With no questions regarding draft budget all governors agreed to its content. The bursar noted that on receipt of actual year-end figures the draft budget may change to accurately reflect the carry forward. The meeting in May will present the finalised draft budget provisionally agreed by Governors today. Additionally, the tabled SFVS was met with approval to be sent to the LA by all governors' present.</p> <p style="padding-left: 40px;">b. Forward financial planning and staffing needs</p> <p>No outstanding vacancies currently. Noted a currently depleted relief pool, as during Covid we have no volunteers in school unless they are employed already in MSA roles for example. We also have recently lost 2 exceptional TA trainees who had completed their training via the CACHE program, due to relocation. We no longer have any general support TA staff in classes, which is creating real difficulties, particularly if we have staff absence. We have lost a great deal of flexibility due to this. Pastoral load is very heavy currently. Credit must go to our work force, recently it has been particularly difficult, and the team have always risen to achieve what is asked of them, as an example a recent absence required 4 other changes across the team to cover the school need.</p> <p style="padding-left: 40px;">c. Completed (pre-meeting with finance leads) SFVS authority to submit, deadline of 31st March 2021 Agreed by all present.</p>	

	<p>now been offered to maintained schools, this is £19 per child and covers all the same insurances that we purchased previously.</p> <ul style="list-style-type: none"> • MASS our current level of service covers basic structural, hot water etc. NYCC are amending and updating the scheme so we have costed according to what we are provided now, but until it comes out later in the year, we cannot update re what we will see in costs next year. <p>b. Receive outcomes of premises inspections – postponed to 8th June. Fire Risk assessment completed instead in accordance with H&S NYCC COVID Schedule cover in H&S.</p> <ul style="list-style-type: none"> • No significant issues listed. <p>c. Capital Projects update – Continuation of structural work by NYCC 1 year late on concrete posts. Fully NYCC funded, scheduled for July.</p> <p>Questions</p> <p>Can we check with Bursar if aware re any payments re: Airey building project as last year they took funding from us?</p> <p><i>Not aware but advise getting written confirmation from NYCC</i></p>
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Actions Arising / Resolutions 23/b	
Request written confirmation that payment is via NYCC	RC/YS

23/b	CONFIDENTIAL - Consider Meeting Focus
Summary of Discussion (including questions and responses)	<p>Lead – Headteacher Purpose – Information</p> <p><i>Review of Traded Services and Contracts</i></p> <p><i>Confidential held by Head and CofG</i></p>

Actions Arising / Resolutions 23/b	
NA	NA

23/c	Consider Meeting Focus – HT Report and Safeguarding Audit
Summary of Discussion (including questions and responses)	<p>Lead – Headteacher Purpose – Information</p> <p>Policy documents tabled in advance to all Governors via portal.</p> <p>a. <i>Receive Safeguarding Audit and consider developmental points (biannual</i></p> <p>CofG will attend school as safeguarding governor to complete spot checks on the completed audit ensuring appropriate safeguarding procedures in place. This will be completed shortly. On completion of CofG spot checks are governors in agreement that the audit can be forwarded to LA. All agreed in principle that audit can be forwarded by 31st March.</p>

Moved from January meeting cancellation with School Improvement Focus

- c. Receive Autumn HT's Report to include
 - o SIP/CRP Progress
 - o Safeguarding Update
 - o SEND Update
 - o Pupil Premium Update

Due to an issue with formatting on document, please could RC talk through key points?

Noted report straddles a term – unusual, but reflects COVID situation.

School Improvement - First key section is SIP, positive progress, in spite of lockdown. Some areas not been able to be started due to bubbles.

The area that has suffered the most is both SIP and SEF is the planned curriculum development. Change in that DfE state that curriculum should be to a recovery program to ensure that a positive impact in the core subjects.
School approach - children are finding it hard to engage solely with core subjects. We feel for the children's mental health we need to also incorporate our other subjects. We hope to create a responsive curriculum and that will be our big strategic driver going forward

Outcomes – of note is the level of missing data as a result of context and transition – e.g. one class had a 46% change in their children in their class this year.

However, to celebrate in Autumn a great level of accelerated progress can be seen, following a low baseline from lock down one. The intensive teaching in Autumn provided positive differential changes across all year groups. Progress is the most significant area, if it is green this is where they are moving forward.

Noted positive impact of provision led teaching in Y1 which has supported progression.

Child Protection – very significant impact in last few months, not fully captured in text of report. Reassured by effective culture of safeguarding in school (e.g. a family arrived with minimal input from previous school whereas within a noticeably short space of time we had many different external parties involved on every level to support this family.)

- d. Monitoring: English, Maths, Science, CP and Safeguarding, Resources, Curriculum, H&S (Booked for 8th June with NYCC)

All delivered in advance of meeting via portal to governors.

Questions

Has governor monitoring recommenced?

We have re-started with in person dependent on the monitoring calendar or virtual please contact HT directly and we will accommodate.

Is the presentation of outcome information fit for purpose?

Yes, much better than previous system and feel that this does give manageable reading for us as governors to assess the data being delivered to us. Some queries re median and how the bar codes are represented.

Noted that within a week back in school you have 'hit the ground running' particularly effective communication re: the information you sent out on the newsletter after a week with children in school. School are doing an amazing job.

I think the rest will come it is outstanding work, and the children will get there at the speed they can cope with and things will come in time after an exceedingly difficult experience.

What particular things are the children bringing in with them?

A joy to be back and eagerness to be with friends and happiness to be learning are all incredibly positive aspects.

The challenges are literal fatigue, loss of independence and resilience. Key worker children are struggling from being one of 8 or 9 children, they are now back in groups of 30. All children are finding this area particularly challenging. Social and emotional challenges very significant at this time.

Most teachers have adapted their curriculum well using the outdoors and having brain breaks, with support to encourage pupils re learning behaviours. It has been very noticeable with SEND children having had their learning in school, managing fine, but now really not managing with the increased level of stress and volume of people in the space they are in.

How are staff coping particularly with technology etc?

Tired physically, emotionally technologically, work life balance. Challenges around wellbeing - no normal escape no social mixing etc. High levels of pastoral demand hard to cope with for staff emotionally. Parents have become used to having their teacher online with them it is hard to turn off to emailing and questioning teachers at all times. Pastorally some TA staff have spent over 80% of their normal daily work on a one to one with children with only 20% on teaching, often this is for students that have never needed pastoral support before.

Interesting that schools have found issues for parents as well?

Yes, and seeking to support contextually.

How are the leadership team when this is such an unprecedented situation, every plan needs restarting?

It is undoubtedly challenging. The complimentary skills of the SLT offer effective support mechanism. Difficult when staff want clarity but as SLT we are awaiting the latest government directive.

Important to retain a long-term view, and know that the legacy will be with us for a long time, in terms of outcomes, wellbeing and curriculum adaptations.

The priority for us as governors is the children, staff and wellbeing of all and we need to remember this as a whole, please note this in the minutes.

Can you speak into the low outcomes in Y4?

	<p>42% high level Sen in this year group; some of our most needy SEMH children, and needy cognitively. Also, possible that there has been some under assessment which will be moderated.</p> <p>Does this year 4 data impact come from previous year 3 issues we have been made aware of? Limited cross over from previous challenges from the year 3 as many have left school now.</p>
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Actions Arising / Resolutions 23/c

<p>Resolutions: Safeguarding Audit</p> <p>The above documents tabled in advance of the meeting have been agreed unanimously.</p> <p>Agreed (All) Abstain None</p>	<p>NA</p>
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21/24 Policy Update

<p><i>Summary of Discussion</i> (including questions and responses)</p>	<p><i>Lead – Chair</i> <i>Purpose - Decision</i></p> <p>Policy documents all tabled in advance to all governors. Already reviewed digitally – to be noted.</p> <p>a. Policies to be reviewed:</p> <ul style="list-style-type: none"> o SEND Policy and Information Report o Educational Visits <p>Deferred updates: The SEND policy and updates a quick summary, the policy has not changed a great deal the LA has issued a model policy. Ours has been updated. Any parts in italics are statutory. Policy reflects current practice, the LA changes to the SEN referral system etc. There are fewer sources of external support for schools now.</p> <p>Pastoral changes reflect wider staff trained in pastoral care spread across school</p> <p>No Questions</p>
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Actions Arising / Resolutions 21/24

<p>Resolutions:</p> <p>The above policies tabled in advance of the meeting have been adopted unanimously.</p> <p>Agreed (All) Abstain None</p>	<p>NA</p>
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21/25	Health and Safety – FRA	
Summary of Discussion (including questions and responses)	Lead – Headteacher Purpose – Information Fire Risk Assessment Annual Review document uploaded to portal in advance of meeting and discussed earlier in meeting.	
Actions Arising / Resolutions 21/25		
N/A		NA

21/26	Discuss AOB -	
Summary of Discussion (including questions and responses)	Lead – Chair/Clerk Purpose – Information 1) Support staff appraisals update, to inform that staff appraisal in person will be July however increments are according to the end of the pay year. Operationally we will target set in June/July, if we think they are not performing to achieve their targets we will review in January to give them the opportunity to meet the targets. Questions Important that there is no potential for conflict and that staff are aware that an interim appraisal maybe needed. Yes agreed 2) Parent Governor – paperwork is going out to all parents today digitally for 1 parent vacancy. 3) Availability matrix to be sent to all to update re meeting dates.	
Actions Arising / Resolutions 21/26		
Send out Availability Matrix		Clerk

21/27	Confirm Date of Next Meeting -	
Summary of Discussion	Virtual Zoom - 10 th May 1330	
Actions Arising / Resolutions 21/27		
NA		