



**FULL GOVERNORS' MEETING: WEDNESDAY 7<sup>th</sup> JULY 2021 6pm via ZOOM**

Attendees: S Briggs, N Read, F Moore, J Thompson, H Hogg, B Ward, D Holt, A Vintner, J Harrison, N Thomson, K Slater, R Grover, H Fenlon

Apologies:

Clerk: Mrs V Lindsay

1.	<b><u>Apologies and Declarations of Pecuniary Interest</u></b>	
1.1	There were no apologies or declarations.	
2.	<b><u>Minutes of the meeting held on 27<sup>th</sup> May 2021 and Matters Arising</u></b>	
2.1	Minutes of the meeting held on 27 <sup>th</sup> May were approved.	
3.	<b><u>Correspondence</u></b>	
	No correspondence.	
4.	<b><u>School Improvement Plan - Key Priorities 2020/2021</u></b>	
4.1	<p><b><u>English Report</u></b>            HF presented the findings of the English book trawl. Evidence showed that pupils are working in line with expectations for GAPS, comprehension and use of joined up writing. Two reading comprehensions are completed weekly and different genres of writing and teaching of them were evidenced. The book trawl findings show there needs to be more focus with objectives. Observation of class teaching of writing showed differension is taking place, the behaviour is superb and outcomes are great. <b>JH asked what is meant by differension</b>, HF confirmed that what we deliver is catered for all levels and abilities. <b>RG asked what were the findings for high ability</b>, HF said it was catered for in more years than others and this was picked up and addressed the staff. <b>NR asked if all classes have a class story</b>, HF said they have a book each week which the children look forward to and get engrossed in. <b>JT asked if there is parental support with spellings at home</b>, HF said parental support is strong but as the children get older it becomes more independent. <b>JH asked if spellings are being completed</b>, HF confirmed spellings are set and tested weekly. Staff all received a written report and verbal feedback.</p>	
4.2	<p><b><u>GDPR Audit</u></b>            SB discussed the recent GDPR audit and the actions being worked on to implement before the follow up meeting in December. There were no areas of concern. The office shredder has been replaced with a crosscut machine and new GDPR policies will need to be implemented.</p>	
5.	<b><u>Chair of Governor Feedback</u></b>	
5.1	<p><b><u>Succession Planning for Chair of Governors</u></b>            NR was open to suggestions on succession planning as currently there is nothing in place. It was discussed that HH and BW are foundation governors and there is space for two parent governors. JH said he will stay on as governor until new people are in place. SB will ask National Governor Committee for help with recruiting and advertise for parent governors. RG suggested approaching staff at Chellaston Academy.</p>	
6.	<b><u>Governor Feedback</u></b>	
	None.	



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<p>7. <b><u>SEN</u></b></p> <p>SB said there is an EHCP review for secondary school transition.</p>	
<p>8. <b><u>Safeguarding</u></b></p> <p>SB confirmed all the school trips had been successful.</p>	
<p>9. <b><u>Health and Safety</u></b></p> <p>9.1 <b><u>Covid Update</u></b></p> <p>SB discussed the actions carried out across school to minimise Covid risks including ongoing updates to the Covid risk assessment and steps taken to move towards a more normal school day including lunch in the hall.</p> <p>Work has been set on Purple Mash for pupils in isolation.</p> <p>The Year 5/6 residential trip took place and all children were able to attend, Merlin and Dart visited Conkers and Trent went to West Park Leisure Centre.</p> <p>SATS papers have been completed.</p> <p>Sports Week and Forest School sessions have taken place.</p> <p>The curriculum has been weighted on English, Maths and PHSE and the newly appointed teacher has been carrying out catch up work.</p> <p>The current attendance for the academic year is 97.89% compared to 97.75% in 2019.</p> <p>Unfortunately, the first bubble closed, Dart Class on 7<sup>th</sup> July due to a positive case in class.</p> <p>AV asked if and consideration was taken to provide parents meetings on Zoom as only a phone call option was available SB felt it was more professional to have a phone call but will look into video options if parents are keen to do that. <b>NR asked what the uptake was of phone calls</b> SB said Merlin; 10 Dart: 10 Trent: 4 Griffon: 4.</p>	
<p>10. <b><u>Staffing</u></b></p> <p>10.1 SB informed governors that Carol Toplis has handed in her notice, as she will be moving away from Derbyshire. All governors thanked Carol and it was agreed to put a letter of thanks in writing.</p> <p>10.2 SB discussed with governors that an apprentice Teaching Assistant role is being advertised to replace Carol Toplis. RG asked what Level, SB confirmed Level 3.</p>	
<p>11. <b><u>Finance</u></b></p> <p>11.1 <b><u>Finance Report</u></b> SB discussed the Finance Report and figures.</p> <p>11.2 <b><u>Inventory Audit and Items for Removal</u></b> VL did not have this document available therefore postponed until the next meeting.</p> <p>11.3 <b><u>School Private Funds Audit</u></b> VL sent this document to governors prior to the meeting. All governors were happy with this.</p>	



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12.	<b><u>Policies and Statutory Documents</u></b> The following policies were approved:	
12.1	Anti-Bullying	
12.2	Attendance	
12.3	Intimate Care	
12.4	Work Placements	
12.5	Staff Discipline - HH asked for the letter at the start to be removed	
12.6	Leave of Absence	
12.7	Records Retention	
12.8	Extended School - SB said this policy is out of date and should be removed as other policies replace this.	
13.	<b><u>Academy Report</u></b>	
13.1	SB discussed with governors that staff and NR had a meeting with Keeley Mobley from DDAT to review the actions in preparation for conversion in November.	
14.	<b><u>Any other business</u></b>	
14.1	NR asked if the Year 6 SATS results would be shared with governors, SB confirmed they will.	
14.2	BW said Harvest Weekend is taking place on 8 <sup>th</sup> -10 <sup>th</sup> October.	
14.3	All attendees gave a big thank you to KS, FM, and JT for their help and support over the years.	

Interrogation/critical evaluation by Governors is highlighted in red

SUMMARY OF ACTIONS			
Action	Minute No	When by / Status	Whom
Ask National Governor Committee for help with recruiting and advertise for parent governor.	5.1	September	SB
Letter of thanks to Carol Toplis from governors	10.1	September	NR
Amend Staff Discipline Policy	12.5	September	VL - Completed

Date and Time of Next Meeting: - **7 pm Thursday 23rd September 2021 via Zoom.**