



FULL GOVERNORS' MEETING: THURSDAY 27th MAY 2021 7pm via ZOOM

Attendees: S Briggs, F Moore - Chair, A Vintner, H Hogg, D Holt, J Thompson, K Slater.

Clerk: Mrs R Brooks

1.	<p><u>Apologies and Declarations of Pecuniary Interest</u> Apologies were received from H Fenlon, N Read, N Tompson, C Hetherington, R Grover (part time due to traffic delays)</p>	
2.	<p><u>Minutes of the meeting held on 29th April 2021 and Matters Arising</u></p> <p>2.1 Governors approved the Peer on Peer Abuse and Misuse of Substances policies that had been forwarded to Governors.</p> <p>2.2 SB had consulted the Diocese with regards to our constitution. KS and JT had kindly agreed to extend their term of office as Foundation Governors to July 2021. These vacant roles will be fulfilled with a new appointment agreed by the Diocese, Bruce Ward, lay preacher at St Wilfrids, and Hannah Hogg, who will vacate her LA Governor role. FM confirmed that the July meeting will be her last meeting. Succession planning for governors roles will be discussed at the July meeting moved from item 5.1 this evening.</p>	
3.	<p><u>Correspondence</u></p> <p>3.1 No business.</p>	
4.	<p><u>School Improvement Plan - Key Priorities 2020/3032</u></p> <p>4.1 <u>Headteacher's Spring Term Report</u> The report had been forwarded to governors ahead of the meeting and focused on the latest lockdown period and was not written in the usual format as most pupils had not been in school. HH asked where the school were in the assessment process of catch up school. SB explained that assessments had been completed ahead of the Easter break to identify where support was needed. Support would be provided in the form of high quality teaching and ongoing assessment.</p> <p>4.2 <u>English Report</u> Due to illness HF was unable to present her report.</p> <p>4.3 <u>Tracking Update</u> September baseline showed pupils had made good progress in reading, writing and maths need more work. It also highlighted that pupils working at Greater depth needed more input. Teaching to smaller groups of pupils had been enabled by splitting year 5/6 and teaching Maths to one cohort whilst the other cohort had PE on rotation. FM commented that it was good that the school had noticed the areas to target for greater depth. HH noted 92% reading and writing achievement, SB pointed out that the progress of 1 child had affected a 100% score.</p> <p>4.4 <u>Catch-up Lessons</u> SB stated that the school had received £8000 catch up funding TA hours in September were used already for the ratio of adults to children, close contact difficult. We needed to provide catch up for a range of groups including greater depth, SEN and pupil premium using high quality then wave teaching and intervention. SB outlined her plans for September with a new 0.6 teacher to deliver catch up session across the school. The funding for this was available from the IMP fund of £36,825 and the catch up of £8963. A year's contract for a 0.6 teacher would be £29,268 making 0.3 relief during the summer term £1934 which was also achievable from the available funds. (RG arrived at this point).</p>	
5.	<p><u>Chair of Governors Communication</u></p> <p>5.1 No business. Succession planning to be discussed when Chair is available, next meeting.</p>	RB



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<p>6. <u>Governor Feedback</u></p> <p>HH and NR had visited school for a DDAT learning walk, Pupil Premium review and SEN/Safeguarding review respectively.</p>	
<p>7. <u>SEN</u></p> <p>JT asked how many pupils were currently on the SEN register. SB confirmed there were 10 pupils, one of those with an EHCP.</p>	
<p>8. <u>Safeguarding</u></p> <p>8.1 SB commented that the COVID risk assessment had continued to be updated regularly in response to government advice and changing requirements in school.</p> <p>8.2 During the DDAT Safeguarding due diligence exercise it had been pointed out that Governors would benefit from refreshing their Channel training. A link will be forwarded to Governors.</p>	RB
<p>9. <u>Health & Safety</u></p> <p>9.1 <u>COVID Update</u> SB commented that this had been mainly covered in the Spring Report. The school were pleased that no bubbles had closed, no teaching staff had tested positive. The school had pressed ahead arranging a residential trip for Years 5/6 on 21st June for 3 days. The remainder of the school had day trips arranged for the following week focusing on outdoor physical activity to coincide with sports week.</p>	
<p>10. <u>Staffing</u></p> <p>10.1 <u>Appointment of Temporary 0.6 Teacher</u></p> <p>Governors approved the appointment of Hannah Yeo to deliver Catch-up teaching.</p>	
<p>11. <u>Finance</u></p> <p>11.1 <u>School Financial Value Standard</u></p> <p>Governors approved the SFVS presented by RB who noted that there were a couple of boxes left to tick although a full commentary had been provided. We shall meet the submission deadline which had been extended for all schools this year.</p>	
<p>12. <u>Policies</u></p> <p>12.1 Misuse of Substances 12.2 Peer on Peer Abuse 12.3 Complaints 12.4 Drugs and Self Harm 12.5 External Contributors - SB explained that if we have EC in school that a mini risk assessment is undertaken. It was agreed that a simplified standard process be created. 12.6 Fire Safety 12.7 First Aid - FM asked who checked first aid supplies. It was noted that C Toplis is named within the policy and this does occur. 12.8 Health and Safety - It was noted that we should have a nominated H & S governor. 12.9 Staff Handbook 12.10 Stress Management 12.11 Code of Conduct (Visitors) Governors approved the policies listed above.</p>	



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13.	<u>Academy Report</u>	<p>SB confirmed that we had completed the safeguarding, financial, building and property due diligence. HR due diligence was an ongoing sharing of staff data using a secure portal. At present the date of transfer is anticipated to be 1st October or 1st December. Staff had met with a Trades Union, HR Representative and DDAT representatives in an informal consultation. Helen and Justin leaders in education. Parents had received answers to their consultation questions and there had been no further challenges.</p>	
14.	<u>Any other business</u>		
14.1	SB sought governors approval for the progress of H Fenlon from L2 to L3 on the leadership scale. This has been committed within our budget plan to become effective from September 2021. Governors approved.		RB
14.2	KS - wished to ask that the communication between the governors and Church Council be continued after her and JT's term of office had ended in light of anything that concerned the church.		RB
14.3	JT - expressed that she would like to maintain contact with the school and to offer help if required.		
14.4	RB - would publicise the Church open day on the newsletter to parents. Wednesday 2 nd June 10.00 - 2 pm.		RB
14.5	AV - Enquired if it had been possible to make plans for Yr 6 leavers bearing the roadmap and restrictions lifting. SB stated that the Church had been booked and that it was hoped that the leavers service could proceed as normal. Bowling and Pizza would be arranged if guidance allowed and we were planning for Sports Day and sports week. School swimming had not resumed so our swimming gala would not proceed.		

Interrogation/critical evaluation by Governors is highlighted in red

SUMMARY OF ACTIONS			
Action	Minute No	When by / Status	Whom
Succession planning moved to July meeting agenda	5.1		RB - done
Forward Channel training link to governors	8.2	asap	RB - done
Changes form to HR for salary adjustment	14.1	asap	RB - done
Diarise communication with Church Council post governors meetings	14.2		RB - done
Newsletter - Church open day	14.4		RB - done

Date and Time of Next Meeting: - 7 pm Thursday 7th July 2021 via Zoom.