



FULL GOVERNORS' MEETING: THURSDAY 9th JULY 2020 5 pm via ZOOM

Attendees: S Briggs, N Read, K Slater, F Moore, J Thompson, H Hogg, D Holt, A Vintner, C Hetherington, J Harrison (joined part way through the call), R Grover (joined part way through the call)

Clerk: Mrs R Brooks

1.	<u>Apologies and Declarations of Pecuniary Interest</u>	
1.1	There were no apologies of declarations.	
2.	<u>Minutes of the meeting held on 1st June 2020 and Matters Arising</u>	
2.1	Minutes of the meeting held of 1/6/2020 were approved.	
2.2	Governors discussed finding suitable candidates for the roles of Foundation Governors to allow KS and JT to retire.	
3.	<u>Correspondence</u>	
	No correspondence.	
4.	<u>School Improvement Plan - Key Priorities 2019/20</u>	
	SB proposed that the SIP for 2020/21 would retain some objectives from 2019/20 as there was no data to react to and that there would be a separate COVID 19 SIP plan. Governors agreed to this approach.	
4.1	<u>Headteacher Report to Governors Summer 2020</u> Governors were happy with the report which showed that we have a clear plan. The Risk assessment will be reviewed prior to the start of the new term with the latest advice. HH had met with SB and was satisfied with the plans. NR asked if all pupils had been engaging with the work provided by school. SB explained that engagement had improved although there were four pupils who were not logging onto Purple Mash. School had made contact with families via text and phone calls. The school had been operating with all available spaces filled with vulnerable and key worker pupils. (JH joined the meeting at this point). Plans had been discussed during a staff meeting, there was to be signposting during the holidays and pre planned work available on Purple Mash. SB would monitor this. NR had learned that Ofsted would not be making an judgements during the Autumn Term although schools may receive a visit or remote contact to see what is being provided in the school. SB speculated whether there would be a revised framework to account for catch-up period. JH asked if there are any webinars to provide clarity on this. SB was not aware of any decisions on framework.	
4.2	<u>Future Lockdown priorities</u> SB proposed that online learning would be re-activated using Purple Mash as before. There would be a clear priority list. The school had experienced more key workers approaching the school for places after the deadline for the original offer of places had been made. We had been unable to offer places as we were full in line with DFE regulations. It was proposed that we base priorities on the DDAT criteria should a second lockdown occur. 1. Both parents keyworkers/single parent keyworker 2. Vulnerable children ie SEN/SWIPP/Disadvantaged/Domestic Violence/School identified 3. 1 parent is a keyworker We may need to obtain a letter from the employee and an assessment of whether individuals could work from home. Vulnerable children could attend on check in days. Keyworkers would be asked not to send children in unless needed. Keyworkers should be assessed as NHS, Fire Service, Police, Teachers (those who cannot perform their role at home. Governors were satisfied with the priorities. JH asked what we are doing to help parents teach their children at home. SB explained that we have bought into online teaching packages that parents could access with video lessons, worksheets and answers. JT asked for clarification of our commitment to vulnerable children during lockdown. SB explained that all of our children in this category were in school regularly including additional pupils with SEN. We were also providing vouchers to parents whose children were entitled to FSM.	



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4.3	<p><u>Plan for September 2020</u></p> <p>SB referred to a document which proposed no whole school collective worship or school lunches and staggered timings. JH asked if a marquee would be a solution for safer spaces, SB explained that this would require more staff as all current staff were engaged with smaller groups. HH asked about plans for PE. SB confirmed that this would be only outdoor, simple activities requiring trainers and no change of clothing. Forest Schools would continue in its current format.</p>	
5.	<p><u>Governor Feedback</u></p> <p>HH referred to conversations with SB and was assured that risk assessments, numbers of children in school and SEN provision were robust, all in place and working well. Safeguarding training would be required in September, it was assumed that this would be provided online by the LA in which case staff and governors could be included.</p>	
6.	<p><u>SEN</u></p> <p>Nothing to report.</p>	
7.	<p><u>Safeguarding</u></p> <p>SB to provide the reviewed risk assessment to governors for them to raise any points if necessary.</p>	
8.	<p><u>Health and Safety</u></p> <p>No issues to report.</p>	
9.	<p><u>Staffing</u></p> <p>SB informed Governors that the teacher contracted for maternity leave cover would be leaving at the end of term to take up a permanent full time post. SB was looking into filling the post using a supply agency and had located a suitable NQT to cover the 2 days per week until NT's return. SB would begin the NQT induction programme with the teacher. (RG joined the meeting at this point)</p>	
10.	<p><u>Finance</u></p> <p>10.1 The most recent financial statements show a healthy budget. JH commented that the forecasts were good however noted that the information presented is difficult to understand.</p> <p>10.2 Governors approved the purchase of upgrades to headteacher and administration office PC enabling use of headphones for zoom meetings. Also a new laptop for Headteacher. DCC to supply and install at a cost of £845.</p>	
11.	<p><u>Policies - bulk approval</u></p> <p>11.1 Due to the focus on Covid governance policies had not been included in the agenda's for recent meetings. Ahead of the meeting Governors received small batches of policies to scrutinise at home once they had been reviewed and prepared at school. The following were approved:-</p> <p>Extremism & Radicalisation, Staff Code of Conduct, SEN and Disabilities, Online Safety, Critical Incident Plan, First Aid, Fire Safety, Drugs & Self Harm, Mental Health and Wellbeing, Positive Behaviour, Computer Disaster Recover, Allegations against Staff, Home School Agreement, Complaints, External Contributors, Health and Safety, Staff Handbook, Stress Management, Visitor Code of Conduct, Records Retention, Extended Schools, Anti Bullying, Attendance and</p>	



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	Punctuality, Work Placements, Educational Visits, Staff Discipline, Leave of Absence, EYFS, Intimate Care.	
12.	<u>Academy Sub Committee Report</u> Nothing to report.	
13.	<u>Any other business</u>	
13.1	HH announced that she has been appointed as the Diocesan Safeguarding Officer.	
13.2	JT wished to thank all staff for their hard work and commitment during the lockdown.	
13.3	RG apologised for his lateness.	
13.4	JH informed governors of his desire to stand down from his governor role explaining that he was happy to continue until we fill the position.	
13.5	The first meeting of the new academic year was set for <u>Thursday 24th September, 7.00 pm and would be via Zoom.</u>	

Interrogation/critical evaluation by Governors is highlighted in red

SUMMARY OF ACTIONS			
Action	Minute No	When by / Status	Whom

Date and Time of Next Meeting: - 7 pm Thursday 24th September 2020 via Zoom.