



**MINUTES OF THE FULL GOVERNING BODY MEETING HELD
VIA MICROSOFT TEAMS ON MONDAY 25.1.21 at 6.30pm**

NO.	ITEM	ACTION
1.21	<p>GOVERNORS PRESENT: Sarah La Porte-Jones (SLPJ) (LA Governor), (Chair of FGB), Catherine Souch (CS) (Head Teacher), Kelly Way (KW) (Vice Chair), (Parent Governor), Claire McConville (CM) (Staff Governor), Jane Clapham (JC) (School Business Manager) (Co-opted Governor), Sophie Walker (Parent Governor) (SW), Rev'd Dr Hugh White (HW) (Foundation Governor), Samantha Charles, (SC) (Parent Governor), Anthony Bates (AB) Co-opted Governor), Kurt Baldwin, (KB), (Co-opted Governor) and Roisin Collins (RC) (Parent Governor). Also present Peter Allen (PA), (Clerk)</p> <p>PECUNIARY INTEREST: The Pec. Interest sheet was not circulated to avoid Covid-19 risk instead Chair asked governors if they had any pecuniary interest with items on the agenda. None were declared.</p> <p>QUORATE: The meeting was quorate.</p>	
2.21	<p>URGENT BUSINESS: No matters of urgent business raised.</p>	
3.21	<p>MINUTES OF FGB MEETING HELD 7.12.20</p> <p>Accuracy – Governors agreed that the minutes were a true record of the meeting and authorized the Chair to sign them as such and for them to be properly filed.</p> <p>Matters arising –</p> <p>Min 4.6.20 (e) amendments to Finance Committee terms of reference set out as new terms of reference on GovHub. Endorsed by FGB.</p> <p>Min 4.20 – Clerk had agreed new Governors appointments with the OCC and the Diocese. New Governors had been informed.</p>	Clerk
4.21	<p>HEAD TEACHER'S REPORT: (See GovHub) HT went through the report and the following items were highlighted:</p> <p>(a) School Roll Autumn 2020 – The School Roll remains at 112. Chair asked what the future position is. HT said there was a possible 16</p>	

	<p>joining. Percentage on SEND register is 21%. Percentage on Free School Meals 18% of which 2% in KS2 take this up. Percentage of pupil premium children is 18%. Online attendance – HT asked about Online attendance. This she informed governors was almost 100% which governors were very pleased with and demonstrated the commitment of staff, parents and children in this turbulent time.</p> <p>(b) Staffing – HT shared with Governors the new staffing arrangements that had been made to accommodate the present pandemic’s impact.</p> <p>(c) Premises, Health and Safety – Governors congratulated the School Business Manager on again achieving a 100% pass on the annual H and S inspection.</p> <p>(d) Bullying/Racial/Safeguarding – No bullying or racial incidents reported by the HT. There were two continuing Safeguarding concerns and one new concern. Governors noted that the HT and Deputy were working closely with the designated outside agencies with regard to these latter concerns and the Chair of Safeguarding confirmed that she was being kept fully informed.</p> <p>(For specific comments on the School’s Covid response see the next section i.e. min5.21)</p>	
5.21	<p>COVID RESPONSE: The HT also reported on the Schools response to the pandemic. See also the HT’s report and the following key points:</p> <p>(a) Overview - HT referred to her report and said that thanks to the commitment of staff the school opened on 6th January for one day and then following the Government’s announcement closed. Staff were prepared for this, emails were sent to parents, and on Tuesday morning 7th January the school was up and running. All staff came to work, extended schools continued and most importantly all classes had work available on Google Classroom before 9 am. Governors congratulated the HT and asked that their thanks be conveyed to staff for their professional and committed approach to this upheaval.</p> <p>(b) Remote learning policy – The RLP had been discussed with the P and L Committee (new chair: SC) and as a result 11 laptops had been loaned to families; 2 further devices are being prepped for domestic location. Importantly it was agreed given present numbers a tighter definition of key workers should be introduced and this had been done. FSM children initially received a food box from our school supplier now under the Governments scheme vouchers to the value of £15 per child is running until February half term. Google Meet had also been introduced The RLP was agreed with the P and L and as will be seen by this minutes ratified by the FGB.</p> <p>(c) Catchup Tuition – The HT informed governors that she was currently putting together an intervention timetable whilst in lockdown. This includes for some children one to one intervention in maths, spelling and reading.</p>	

	<p>(d) Zones of regulation – SENCO and the Deputy had been provided with online training on this subject which supports children’s emotional wellbeing and regulation. The program has now been introduced into the school. The one child with an EHCP was offered a place in school and the HT reported to governors that this had now been taken up. Teachers had been making weekly contact with the SEND families and paper packs had been issued where necessary.</p> <p>(e) Lockdown priorities sheet – See GovHub for detailed sheet of actions</p> <p>(f) Lateral flow testing – There had been a delay in the kits being sent out but as from Wednesday (27.1.21) all staff will undertake LFT twice a week. HT was asked what would happen if a member of staff tested positive. The answer was that sadly the classroom bubble would be shut down.</p> <p>(g) Another risk assessment – Governors will shortly receive another risk assessment update</p> <p>(h) Overall impact of the pandemic on educational standards – HT was asked if she could give Governors a view, of the possible impact on educational standards of the disruptions. The HT said that given the unknowns any view must be provisional, nevertheless she was quietly confident that once things had normalized and the children were all back at school there was a good chance that where slippage had occurred this could be rectified. Indeed as can be seen in her report the School had already put in hand a number of catchup mechanisms.</p> <p>SC, said that from a service users perspective, provision had been “fabulous”. The Chair in thanking the HT for her report and the Covid response said that the School’s actions were impressive and asked that Governors thanks be recorded in the minutes to all those involved.</p>	<p>All GOVS</p>
<p>6.21</p>	<p>SATS AND INTERNAL DATA:</p> <p>HT reminded Governors that due to the Covid-19, The National Curriculum assessments planned between April and July 2021 are cancelled.</p> <p>HT, then went on to briefly give governors an overview of internal data Autumn assessments 2020. These are to be found on GovHub. <i>(Action - Performance and Learning Committee are asked to consider these stats in detail.)</i></p>	<p>P & L</p>
<p>7.21</p>	<p>SAFEGUARDING:</p> <p>Chair of Safeguarding, KW, drew attention to comments made in HT report 4.21 (d) above but informed Governors that no meeting of the Committee had been held since she last reported.</p> <p>All vulnerable children are attending school.</p>	

8.21	<p>POLICIES FOR RATIFICATION:</p> <p>The following policies were ratified:</p> <ul style="list-style-type: none"> (a) Administration of medicines policy (b) Remote Learning Policy 	
9.21	<p>BRIEF FEEDBACK FROM OTHER COMMITTEES AND LEAD OFFICERS:</p> <ul style="list-style-type: none"> (a) Finance – AB, Chair of Finance (including resources) reported on the recent Finance meeting (20.1.21). He informed Governors that the finances were “in a healthy state”. £92k would be carried forward at the end of the year. (Most of this was already allocated on agreed projects). (b) Performance and learning – SC, Chair of P and L, reported on recent meeting of the P and L committee also on the 20.1.21. Much of this is already in the minutes above in the HT report. That said the minutes will be put up on the GovHub. (c) Staffing Committee – It was agreed that a staffing committee be held next Monday 1.2.21 at 6.30pm It was agreed that HW would become a member of the Staffing Committee. (d) Committee membership – Given the new intake of Governors the Chair and HT would look through the membership to see if any changes should be made and bring any recommendations to the next FGB meeting. (e) Chairs of service committees – Chairs are reminded that draft minutes need to be put up on the GovHub so all governors have an overview of the work of the various committees. The SBM agreed to put them up on the GovHub. 	<p style="text-align: center;">HW</p> <p style="text-align: center;">CHAIR/ HT</p> <p style="text-align: center;">CHAIRS SBM</p>
10.21	<p>DATE OF NEXT MEETING: 8.3.21 at 6.30pm Meeting closed at 7.15pm</p>	