

**Minutes of the Autumn Meeting of the Local Governing Committee
Held in the School
On 11th March 2021 1.30 pm**

Present: Mrs S Camacho, Mrs C Wright, Mrs C Jones, Mr I Hunt, Mrs B Mann, Mrs A Davies, Mrs L Lawrence Mrs K Farley (Office Manager)

1. Welcome and Apologies

Everyone was welcomed to the meeting and introduced themselves to Louise who is a new Governor.

2. Matters to be raised under Any Other Business

The Principal advised there is an item which she will discuss later in the meeting.

3. Reminder re Confidentiality

All attendees were reminded about the need for confidentiality.

4. Declarations of Interests

No declarations of interest were made by Governors in respect of any items appearing on this agenda.

5. Chair's / Vice-Chair's Action

The Chair reported that she had not undertaken any specific actions on behalf of the Local Governing Board since the last Governing Board meeting.

6. Minutes of the last meeting & Matters Arising

The Minutes of the Local Governing Board meeting held on 8th October 2020 were approved as a true and accurate record of the meeting.

The Minutes Agenda and all reports and other papers considered at the meeting will be made available for inspection.

- **Matters Arising from the last meeting**

It was noted that the Action Point from the last meeting still needed to be actioned

ACTION NO:

1. Notice to go out to Parents advising of Governor vacancy

7. Principal's Report

The Principal's Report had been circulated with the agenda papers and covered:

Update on Reopening

- a) Characteristics of the School
 - Pupils on roll
 - Groups
 - Attendance
 - Notifiable accidents

- b) Quality of Education
 - Curriculum
 - Monitoring and Evaluation
 - Performance Management
 - Outcomes for Pupils

- c) Personal Development
 - Attendance
 - Special Educational Needs (SEND) and Additional Support
 - Pupil Premium, including Spend Plan

- d) Behaviour And Attitudes
 - Behaviour
 - Exclusions

- e) Leadership and Management
 - Safeguarding
 - Staffing Update and Continuing Professional Development (CPD)
 - Building and Environment including Health and Safety Breaches
 - Governing Body Challenge and Support to the School
 - SBMAT Support and Challenge
 - Progress against School Development Priorities

There were discussions about:

Attendance - there are issues with a few families and involvement of EWO.

- **A Governor asked** if the new way of tracking attendance works. The Principal replied that it is allowing for patterns to be seen for families as well as specific weeks across the whole school – and it has highlighted a pattern in days of the week where numbers drop as well as specific days for specific families.

- **A Governor asked** if the family concerned are aware that we track their attendance. The Principal confirmed that yes they do; Principal also confirmed that the fine does not faze many of our families and there continue to be absences

- **Chair asked** if the link Governor had any further questions. Governor stated that the new attendance graph is set out really well and a discussion was held about this.

It was noted that today attendance was at 98% with 200 pupils on role

Online Learning during Lockdown

The Principal advised that staff had not been on a rota but had been in school the whole time teaching online and in the classroom at the same time.

A governor thanked on behalf of the Trust for tremendous work which was much appreciated. **A Governor** advised that the feedback amongst the parents was really good and that it wasn't as good from other schools in the area.

A Governor asked about the wellbeing of the staff. The Principal advised that we moved staff from other areas so that each class had a second adult for support, that pre-records were used for PPA, staff were given additional time after their final lesson to do any catch up work required for themselves. The staff have continued with their themed and takeaway lunches as part of their wellbeing and bringing their teams together.

A Governor asked about staff morale- **the staff governor replied** staff morale is good and the training and provision that has been provided has also been good with regard to the online learning and the. Staff are proud of what they have achieved. The C of G thanked the Principal for the hard work and support that had been put in preparing the staff and supporting them.

A Governor also thanked The Principal and the rest of the team for all the help and support in helping her return to work healthwise and emotionally.

Vulnerable Children

A Governor asked about the number of vulnerable pupils. The Principal replied numbers were higher in lockdown. Child protection increased but the children were already in school, as school had already a category of vulnerable children, so we could monitor. Operation EnCompass reported an increase in domestic violence, a few were already on the radar but no new cases. Confidential Item - We have a pupil where we have concerns re lack of education, we are looking at a managed move or dual registration but we are waiting for the legal department to get back to us as there are court proceedings in place.

Support

Support from the MAT is excellent
LA not as much support although the Covid response support team have been quick to let us know if a child has tested positive.
The recent letter from the CEO has been well received by staff.

Building

Early Years outdoor area has been completely re-done – fences re-painted, new cupboards full of resources, blackboards, whiteboards, tree of knowledge. It is now a really nice area.(Photographs shared)

The PTA have donated funds which have enabled the purchase of new tables and chairs for KS1 and Reception – which is the first time this area of school has had matching furniture. **A Governor noted** the school is looking much better and much more inviting to prospective parents and current families.

8. Overseeing School Performance

Attendance link governor to have discussion with Office Manager and Principal for an update on tracking of pupils and overall attendance patterns.

9. Confidential staffing matters discussed.

10. Any other Business

From September the Year 6 class will have 17 pupils all other classes will be 24+. We will therefore be one classroom short from September 2022. The Trust have agreed that we can have this work done this Summer will be –

KS2 cloakroom will become the new classroom

Toilets will be relocated the current ICT / Learning Classroom.

We are applying for planning permission to extend out from the cleaning cupboard for a disabled toilet, store cupboard and cloakroom.

We will have a loan from the Trust to be repaid over an agreed term.

The heating system is also being replaced.

From the parent surveys we only really had one negative return. The others were all overwhelmingly positive, some did note that sometimes it was difficult when they had more than one child. We will monitor this and the timings of sessions should we have to go back into online teaching.

A discussion took place regarding the nursery numbers currently we only have 13 children on the list. It would only be feasible to have one adult in there with a review for the January intake.

11. Date and time of next meeting

The next meeting will take place as follows:

Thursday 17th June 2021 at 1.30pm

Meeting closed: at 14.35

Chair

Date

ACTION NO:	ITEM NO:	ACTION REQUIRED:	ACTION BY:
1		Letter for a new governor to go out	P/CoG
2		Governors to completed Flick training and send in certificates	Governors
3		Governors to book in their link visits	Governors
4			