



Minutes of Full Governing Body Meeting (Remote)
Thursday 11th March 2021 at 5pm



Present – Phil Jones (Chair) (PJ), Sarah Gravestock (SG), Anne Jones (AJ), Dan Rimell (DR), Adrian Pass (AP), Rebecca Taylor (RT), Linda McQuone (LMc), Sarah Budrey (SB), Izabela Cooper (IC), David Stokes (DS),

In attendance – Lisa Tanner (LT) (Clerk)

N.B. All items discussed at any Governors Meeting are confidential.

All Confidential items under the terms of the Education Regulation will be minuted in Red in the confidential minutes attached.

1	<p><u>Declarations of Interest and agreement to hold a virtual meeting:</u> All in agreement. All declarations of interest forms have been returned.</p>	
2	<p><u>Apologies:</u> GB</p>	
3	<p><u>Membership of the Governing Body update:</u> PJ welcomed IC, SB and DS as new governors. The two vacant co-opted spaces to be kept open in case new skills are needed.</p>	
4	<p><u>Confirmation of Minutes of the previous meeting:</u> All in agreement that these are an accurate representation.</p>	
5	<p><u>Matters Arising from the Minutes:</u> Item 4 – the advertisements for new governors were successful. Awaiting the H&S report from the LA.</p>	
6	<p style="text-align: center;"><u>Headteacher Report (Including implementation of Covid 19 risk assessment)</u></p> <p>PJ asked how many keyworker/vulnerable children were attending during the lockdown. PFS had about 50% and BMS 15% of usual numbers. PJ enquired why the retiring teacher was not being replaced ‘like for like’ – LMQ explained that the teacher in question had a speciality that it is not necessary to cover fully. Recent surveys sent out had a very positive response. PJ also asked about the numbers leaving at the end of year 6 compared to previous years. LMQ replied that the number is similar but the percentage smaller as this is a large cohort. PJ queried how the quality of education compares to previous years. LMQ replied that it has been very difficult to make a comparison due to being such a difficult year, she will endeavour to do so and measure the impact of the lockdowns. When asked by PJ when lesson observations will recommence, LMQ said that these restart next week, there will be focussed learning walks so as not to impact on performance management. Attendance comparison was raised by the governors – LMQ replied that it is better than previous years with currently a 5% increase. AJ commented on some letters received by the governing body of late, all reflecting a positive shift in parental feedback.</p>	

	<p>LMQ reported that a new package of learning has been purchased and that this contains a lot of useful courses for governors too.</p> <p>One member of BMS staff has attended a course – ‘designated mental health lead role’.</p> <p>RT asked about the number of children that had failed to engage with lockdown learning. LMQ replied that it was around 5 or 6 and that a new tutor has been in to school to help with the catch up.</p>	
7	<p><u>Reports from Performance and Resource Committee Meetings:</u></p> <p>Minutes to be circulated. No updates from Chairs.</p>	
8	<p><u>Health and Safety and Safeguarding:</u></p> <ul style="list-style-type: none"> • The up-to-date risk assessment had been circulated previously to governors. No questions or issues related to this. It was felt that the schools were doing very well with the operation issues and thanks were passed on to all staff and school leaders for implementing it so well. • Both schools have identified ‘newly vulnerable’ children and are expecting more to come to light in the near future. There have been no Operation Encompass notifications received though. • PJ satisfied that there are no gaps currently with safeguarding provision. 	
9	<p><u>Update on SEFs:</u></p> <ul style="list-style-type: none"> • PFS has seen an improvement in attendance and the SEN gap has narrowed in achievement. • New section to be added to both schools to evaluate remote learning. • Due to the curriculum needing to be flexible during lockdown, gaps have opened between PP and Non-PP but efficient spend of PP money will address this. 	
10	<p><u>Update of Federation Development Plan:</u></p> <ul style="list-style-type: none"> • PJ questioned if there was much work needed to get this back on track. SB noted that some of the aspects that GR was keen to achieve had been set back by recent constraints. Priorities to be discussed at FGB on 24.06.21 	
11	<p><u>Governor Visits and Monitoring:</u></p> <ul style="list-style-type: none"> • Not able to visit in person currently but regular updates via email. Both school leaders are happy for governors to contact them directly should they wish. 	

12	<p><u>Governor Training – review & monitor</u></p> <ul style="list-style-type: none"> • SG has attended PP training and since circulated the materials to other governors. • DS enquired about safeguarding training for governors. LT to organise. 	
13	<p><u>Policies update:</u></p> <ul style="list-style-type: none"> • PJ expressed thanks to all governors involved – all policies have now been reviewed by the governing body and feedback has gone to the SLT. • DS asked if there was a finance policy. LMQ confirmed that there is a non-statutory finance policy in place. • LMQ confirmed that all policies will be placed onto EVERY so that review dates are triggered in good time. • Antbullying and Designated teacher for LAC to be completed by next FGB. • Child Protection was due in July but there is a national update in September so it will tie in with this. 	SG & governors selected
14	<p><u>Confirm arrangements for appointment of EHT:</u></p> <p>PJ has circulated the time scale documents. Shortlisting will take place on 22.03.21 Reserve interview dates booked. Dates for interviews are in the future so that the interview can involve candidates being in the school building and taking part in the interview process and not virtually.</p>	
15	<p><u>Strategic planning update:</u></p> <ul style="list-style-type: none"> • PJ recapped on planning for the benefit of the new governors using the federation strategic plan. • Staffing structures at both schools to be reviewed following the appointment of a new EHT. • *see confidential minutes – to be sent separately. 	
16	<p><u>AOB – to be notified before meeting:</u></p> <ul style="list-style-type: none"> • Pay committee second meeting on 29.04.21 to update on midterm reviews and progress. 	

